

Clarendon Township Board Meeting

Monday, March 11, 2024
Regular Meeting Minutes

- I. **Opening:** Present were Steve Schrock, Ericka Tryon, Rose Mary Berry, and Tim Anderson. Also present were 8 members of the public.
 - A. Meeting called to order at 7:30 PM by Supervisor Schrock followed by the pledge of allegiance to the flag.
- II. **Additions to and Approval of Agenda:** Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- III. **Public Voice:**
 - A. **David Frost** – Expressed concerns regarding abandoned vehicle on property. Tim and Steve monitoring the situation. Additional law enforcement may need to be involved in the future.
- IV. **Minutes:** Motion to approve by Rose Mary Berry; second by Tim Anderson. Motion Carried
- V. **Correspondence:** None
- VI. **Treasurer's Report:** Motion to approve report by Tim Anderson; Second by Ericka Tryon. Motion Carried.
- VII. **Elections:**
 - A. Feb 28th Primary Election was successful
 - Two Signatures were missed but no additional concerns found
 - Ran out of Republican Ballots
 - o VAT was utilized
- VIII. **Accounts Payable: Total Bills:** \$22,708.52 Motion to approve by Tim Anderson; second by Rose Mary Berry. Motion Carried
- IX. **Committee Reports:**
 - A. **Ambulance Report** (Steve Schrock): Decrease in calls for the year. Mutual Aid runs are steady. New Ambulance is scheduled to be purchased in the future. Still having concerns surrounding being overcharged for electrical to the building.
 - B. **Homer Fire Board Report** (Rose Mary Berry or Tim Anderson): Discussed CD's to be rolled over. There was a demonstration for the new equipment which was purchased through grants.
 - C. **Homer Lake Board Report** (Tim Anderson): Tim to ask board if Clarendon Township owes additional dues for Drains at Large this year.
 - D. **Tekonsha Fire Board Report** (Steve Schrock): N/A
 - E. **Zoning Enforcement Report** (Randy Shank): Clarendon Township has not received land use permits for Lighthouse Village for some time. Randy to investigate.
 - F. **County Road Department Report** (Jim Russell or Steve Schrock): Durapatch completed on 22 mile rd.
 - G. **Sexton Report** (Tyler Butters): Two burials at St. Joe's in January. Tyler to provide new contract to clerk for renewal of service agreement.
 - H. **Planning Commission Report** (Richard Maples): Discussed Cuff alternate dwelling. Steve to follow up with other townships to see how solar is being handled at the township level.
- X. **Old Business:**
 - A. **Dump Day:** 13th of April from 8am to 11am. Steve to set up dumpster services. Ericka to post in the Homer Index.
 - B. **Porta Johns/Wheelies:** Start in April
 - C. **Parks Millage (Trees for Don):** Reports submitted to the County: Sand, Small Shelter, Trees, Cleaning Weeds
 - D. **P-Drive Update:** Nothing New
 - E. **Q-Drive Concern:** Residents have 30 days to complete clean up from time of court filings. \$250.00 enforcement fee billed to resident
 - F. **Side Porch Light:** Pending Work.
 - G. **Cuff Alt Dwelling:** Planning Commission advised a one year extension which should give residents time to accumulate

a downpayment for building a house on the small plot of land. Clerk to Pend for one year.

- H. Quickbooks:** All bills completed via online platform this month. First Tax review will be completed via online platform in April.
- I. SLFRF (Covid) Funds: Clerk Prepping report for 2024**
- **Funds Remaining = \$30,144.33**
 - Tekonsha Fire Department requested 7,000 for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried. – **Dispersed Feb 2023.**
 - Homer Fire Department for new equipment. Motion to approve by Rose Mary Berry and seconded by Ericka Tryon. Motion carried – **Dispersed July 2023.**
 - Board approved \$7,000 for Quoted equipment. Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried. Clerk to file Quote. – **Dispersed Feb 2023.**
 - Roads:
 - **Dispersed \$17,692.50 July 2023**
 - **Returned \$24,414.70 Moved back to Covid Funds**
 - **Dispersed - \$33,345.00 January 2024**
 - **Dispersed - \$14,085.00 March 2024**
 - **Dispersed - \$5,647.50 March 2024**

XI. New Business:

- A. Covid Funds** – Funds Dispersed December of 2023 were not utilized. Need motion to move the funds back to Covid Bank Account. This would bring total operational cash for covid funds to \$30,144.33. Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried.
- B. Roads Suggestions** – MTA was unwilling to audit the potholes on Clarendon Township. Steve suggested a new job be created for Road Auditor who will be paid by the hour and who would document all potholes in Clarendon Township. The documentation would be uploaded to the County Web Page. Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried.
- Start April 15th
 - Bryce Weaver Appointed
 - Ericka Tryon to add as a new item for budget review
 - Supplies
 - Mileage
 - Rate
- C. Budget Review** – Steve Schrock, Rose Mary Berry, and Ericka Tryon will meet to review 2024-25 budget for next month's meeting. Budget will need to be approved prior to April Bills being paid. Public Hearing for Budget Review will be held Monday, April 8th @ 7pm. Ericka to provide Bryce with I-9 Form and add to Quickbooks Payroll
- D. Alternate BOR Review Member** – Bryce Weaver added as alternate for BOR. Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried.
- E. Pay BOR Early** - Motion to approve by Rose Mary Berry and seconded by Tim Anderson. Motion carried.
- F. Running for Office** – If you are interested in running for office, please let Ericka Tryon know. All filings must be submitted by April 15th.

XII. Land Use Permits: No Land Use Permits

XIII. Adjournment: Meeting was adjourned at 8:35 PM.

Respectfully submitted,
Ericka Tryon, Clerk

Steve Schrock, Supervisor

Ericka Tryon, Clerk