

## Kenockee Township Minutes

### Board Meeting Held Tuesday, May 11<sup>th</sup>, 2021

1. Meeting was called to order at 7:04 p.m.
2. Roll call was conducted with all five members present. Trustee Schieweck present via Zoom.
3. Supervisor Molesworth led the meeting with the Pledge of Allegiance.
4. The Agenda for this meeting was approved, with 1 change to move the fire truck presentation up to the Fire Department report due to Spencer Representative's drive distance. Motion by Shappee, 2<sup>nd</sup> by Hawks vote passed unanimously.
5. Minutes of the April 13<sup>th</sup> 2021 were presented. Motion to approve Minutes by Shappee, 2<sup>nd</sup> by Hill. Motion passed unanimously.
6. Treasurer's report: Question regarding the Status of the Audit was presented by Supervisor Molesworth. Treasurer Shappee advises that additional documents were sent on April 13<sup>th</sup> 2021. The Audit is still ongoing.

#### Treasurer Report:

General Fund Balance: \$39,177.23

Fire Dept Fund Balance: \$28,986.77

Parks and Rec's Balance: \$16,862.54

Shappee inquired that at our Annual meeting it was voted in that Choice One would be the bank of record for the township. Shappee stated that the township had a few CD's and accounts at TCF bank and Tri County Bank. Shappee requested if we could transfer those accounts to Choice One and close those accounts.

Let the minutes reflect, that the Treasurer Patricia Shappee, does have permission by the Kenockee Township Board Members to obtain all banking information for all accounts pertaining to all Kenockee Township and Kenockee Fire Department accounts.

Mileage money per MTA must be moved per the verbiage on the ballot.  
Therefore, funds can be move into Fire Department bank account.

Shappee requested that we start consolidate the accounts to Choice One Bank.

Shappee made a **Motion to close the Fire Department mileage account** and roll it into the fire department checking account. 2<sup>nd</sup> by Schieweck **Motion passed 5-0.**

**Motion to the close both the Bank Accounts:**

- A. Choice One General Fund Mileage account and transfer the money into the General fund account.
- B. Tri County Bank labeled Kenockee Township and transfer to the fire department account at Choice One Bank, if it does belong to fire department and transfer it into fire department account at Choice One Bank.

**Motion 2<sup>nd</sup> by Molesworth. Motion passed 5-0.**

Received Revenue Sharing Check in the amount of \$37,162.00 and a 2<sup>nd</sup> check in the amount of \$14,577.09 collected by the county from delinquent tax accounts.

Received a check from Nationwide for \$5.40 withheld from Angela Wards check on parks and rec's dept. and there is no account for her set up with Nationwide. This check has to be put into a deferred comp account because we do deferred comp in place of social security.

Make note that this be added to her account.

Building Fund: Sending out 4 bond checks from account this month.

**7. Assessors Report: None**

**8. Fire Department Report: given by Lt. Nick Engel**

Last month we had 10 calls, 7 medicals, 2 mutual aids, 1 PIA.

Engine 35 is down for repairs and out of service. Waiting on parts not available in the state of Michigan and it's unknown when it will be back in service.

Tanker 47 passed its annual inspection.

Last month the fire department did search and rescue training on the trail.

The Fire Department is asking to purchase a new fire truck to replace Engine 35 that is 22 years old.

**Supervisor Molesworth makes a Motion that we purchase a New Fire Truck** for \$349,835.00 to the replace Engine 35, but with a stipulation that we check with MTA to make sure everything is above board with competitive bids. 2<sup>nd</sup> by Clerk Hill.

**Motion Passed 5-0**

**Addendum 05/12/2021:** Per MTA the 3 matching bids that the fire department has received is sufficient to purchase a fire truck without having to post in paper for bids, due to limited locations to purchase fire trucks. Contract to purchase fire truck was signed by Supervisor Molesworth and Clerk Hill on Wednesday May 12<sup>th</sup>, 2021 and sent to Spencer Rep: Jordan Whitford via email.

Fire Department Expiring Mileage: Mileage due to incorrect wording on ballot is due to expire 8/31/2021 instead of the four years it was intended to expire in August 2022.

Supervisor Molesworth was advised that we may not be able to do a Resolution to renew the mileage mistake from the MTA. We will need to contact the Attorney to confirm this and see if one can be done to extend the current mileage 1 year expiring in 2022.

We may need to do a new mileage to cover both operating and equipment mileage come November. This would start a new mileage and will be for five years to carry us to an election year as not to cost the township money having a mileage election on the off years.

Board is checking further into whether a Resolution will work for incorrect ballot verbiage or is it necessary add a Renewal Fire Mileage for 2mil in November 2021 for 5 years to keep the Fire Department operating. Deadline date is August 10<sup>th</sup>, 2021 for November Election.

Supervisor Molesworth requests that we receive written opinion from County clerk Jay DeBoyer regarding the resolution and possible mileage renewal.

Fire Department is requesting a limit increase on their 2 fire department credit cards from \$500.00 each to \$1000.00 each.

**Motion made by Treasurer Shappee to increase fire department credit cards** from \$500.00 to \$1000.00 limits on their 2 credit cards. 2<sup>nd</sup> by Trustee Hawk. **Motion Passed 4-1.**

9. **Planning Commission Report:** Received back the verbiage from Metropolitan Planning Commission on Primary Care Giver Ordinance.
10. **ZBA Report: None.** Board to check on temporary assignment of Zoning Administrator. To address this again at June Meeting.
11. **Parks and Rec's Report:** Report given by Robert Mielke advises that due to his work schedule he is stepping down as chairperson of the Parks and Rec's. He stated that Josh Schieweck is going to replace him in this position. Board to check to see if Trustee Schieweck can Chair the Parks and Rec's department with MTA. Port Huron Rec department to lease our Park on the July 21<sup>st</sup> 2021. Dayna Schieweck was named Recreational Coordinator by Parks and Rec's Department. Parks purchasing participation medals for the soccer league for \$275.00.

Jim Muldoon ask question regarding the No trespassing Sign next to the elementary school property that land locked and owned by the township. No one is aware of the sign. Board to check with school to see if we can obtain a small easement from the Yale schools to make it usable.

**12. Roads and Bridges Report:** Supervisor Molesworth states that we will be giving County Road Approval to repair Bricker Road between M-21 and Rynn Road along with both ditches. County to conduct a survey for fixing area.

**13. Old Business:**

A. Zoning Enforcement Officer: Per Supervisor Molesworth we are currently working on it. Treasurer Shappee suggested that we post job on indeed site. Possible candidate working with Riley Twp. Retired from Richmond PD. Fred McCalumore.

B. Medical Marijuana Primary Care Giver ordinance was approved by the Metropolitan Planning Commission advising that the ordinance was in compliant and consistent with the Courts. The proposed amendments are in compliance with the Michigan Medical Marihuana Act, MCL 333.26421 et. Seq. (MMMA).

**Motion to Pass the Marijuana Primary Care Giver text amendment Ordinance** made by Clerk Hill 2<sup>nd</sup> by Supervisor Molesworth. **Motion Passed 5-0. Zoning Ordinance # 200.01.1/ SCCMPC# 21-008**

C. Deferred Comp for Boards and Employees, change of Provider. MERS handles Municipalities only and Nationwide anyone can join. Employees will have a 401A retirement the employee's contribution is 2.5% and the township will submit 5.0% on their behalf. Employee's that have money currently enrolled in the 457 with Nationwide; their money will be rolled into a 457 account with MERS and they can also elect to continue to participate in a 457 account with MERS, however, no township contribution to this program will be made.

**Motion by Treasurer Shappee to change Deferred Comp** from Nationwide to Mers (Municipal Employees Retirement System) provider. 2<sup>nd</sup> by Trustee Schieweck. **Motion Passed 5-0.**

**14. New Business:**

- A. QuickBooks Pro (3) Software expiring end of May and need to purchase payroll software. **Motion made by Clerk Hill to purchase payroll and upgrade QuickBooks PRO 3 software.** 2<sup>nd</sup> by Trustee Hawk **Motion Passed 5-0**
- B. To Approve budget of \$200.00 to update paint at township office. **Motion made by Supervisor Molesworth to repaint township office.** 2<sup>nd</sup> by Trustee Hawk **Motion Passed 5-0.**
- C. **Motion by Treasurer Shappee. To bring in the Shred Company** to shred private documents with cost up to \$500.00 2<sup>nd</sup> by Hawk **Motion Passed 5-0.**
- D. **Supervisor Molesworth Requested user name and passwords back from RESA. Still no response.** Contract expires with RESA June 30<sup>th</sup>, 2021.
- E. Treasurer Shappee addressed the need of purchase more inspection approval stickers for \$150.00. Motion by Supervisor Molesworth 2<sup>nd</sup> by Hawk **Motion Passed 5-0.**
- F. Reimbursement to Clerk Hill for purchases to do office job and Election items. Shappee addressed the problem with waiting to allow office purchases between board meetings. She suggests that board allow up \$200.00 per purchase with Clerk Hill as purchase monitor and approval of office supplies.  
**Motion to approve up to \$200.00 per purchase for office supplies without prior board approval** made by Supervisor Molesworth and 2<sup>nd</sup> by Treasurer Shappee **Motion Passed 5-0.**

**15. Approval of Bills as Presented:** Payroll will no longer be mailed out. Must be picked up at office on the Wednesday following the Monthly Meeting.

- A. Township April Bills: \$2735.84
- B. Fire Department April Bills: \$8343.20
- C. Parks and Rec's April Bills: \$879.85
- D. Township April Payroll: \$10,800.54

**Motion to Approve April Bills** made by Supervisor Molesworth 2<sup>nd</sup> by Treasurer Shappee. **Motion Passed 5-0**

**16. Correspondents:** The Sam's and Dun's accounts have been updated. Sam's can be useful applying for Grants.

**17. Comments from the Floor:**

- A. Chief Rottman advises that Fire Department having a Car Show on June 20<sup>th</sup> in downtown Avoca as a fundraiser. Town roads will remain open.
- B. Robert Mielke: Memorial Day Service at Spring Hill Cemetery at 1pm.
- C. Citizen Dave Powers advises that the sidewalks on the Northside of M-136 in from of several business and residences. Asking the township to help get them fixed before someone gets hurt.
- D. Treasurer Shappee asks if we can-do job-related training prior to board approval. Supervisor Molesworth advises yes.
- E. Dave Powers inquired about Covid-19 Relief Fund from the government. He was advised that we are working on finding out more details. Township would like to address the sidewalks/drains, if possible. If M-136 is being repaired by MDOT they will pay for the sidewalks. The board may be able to contact MDOT and see if they can be of help in the situation. Supervisor Molesworth asked to be forwarded the contact information.

Per Supervisor Molesworth we need to start getting bids for sidewalk repairs. Due to township is 100% responsible for repair at this time.

No further business to discuss at this time.

Motion made by Treasurer Shappee to Adjourn meeting at 10:08p.m. 2<sup>nd</sup> by Trustee Schieweck. All in favor 5-0

