

# Homestead Township Regular Board Meeting August 8, 2022

*A regular meeting of the Homestead Township Board was called to order at 6:02pm by Supervisor Tia Kurina-Cooley.*

Pledge of Allegiance was said.

**PRESENT BY ROLL CALL:** Tia Kurina-Cooley, Pat Delorme, Bess Butler, Karen Mallon, Mike Mead.

**APPROVAL OF AGENDA:** Add Nathan Johnson to Old Business. Treasurer requests Pest Control to be added to New Business. Motion by Cooley to approve agenda with additions. Support: Mead. All ayes; no nays. Motion carried.

**PUBLIC COMMENT:** Patty Geetings appeared before the Board requesting refund of her security deposit for Hall Rental on June 12, 2022. Hall was not cleaned according to rental agreement and deposit was withheld by Board decision. Motion by Cooley to refund \$25.00 of the \$50.00 deposit to Geetings. Support: Delorme. Roll call: Cooley – yes; Mead – No; Delorme – yes; Butler – yes; Mallon – yes. Motion carried.

**APPROVAL OF MINUTES:** Motion by Cooley to approve the July 6, 2022, Regular Board meeting with noted corrections. Support: Bess Butler. All ayes; no nays. Motion carried.

**CORRESPONDENCE:** Consumers Energy notice to install energy efficient tools to encourage cost savings. Township considering participating. No further discussion, and no decision made.

**ANNOUNCEMENTS:** Cooley received information from GFL regarding cost for trash cans at the park. Cost seems extensive. Further discussion tabled.

## **REPORTS:**

**Zoning Administrator:** Written and Submitted. Not present.

**Assessor:** Not present. Supervisor reports that the Board of Review held meeting July 19, 2022. 6 Veteran Exemptions (1 tabled), 5 clerical errors, 2 PREs and 1 Poverty Exemption – which was denied due to lack of paperwork.

**Parks:** HARP – Hosting a Listening Session on August 25, 2022, at the Gathering Place. AJ's to start August 15, 2022, to be completed by end of October 2022. Bill payment will need approval from the Township Board, but HARP will continue to make payment. These bills will not be part of General Fund bills.

**Township Park Maintenance:** Shannon Purchase, Buildings and Grounds Maintenance Manager, reports that the trails near the ballfields have been cleared. Working on maintaining the upper ballfield and getting it back to proper condition and working on the batting cage area. Purchase reports a tree down in the Champion Hill cemetery. This will need extensive work to remove. Purchase is requesting to place speed limit signs in the drive to the park. Purchase is advising that the road should be swept to clear the washout debris.

Motion by Cooley to install speed limit signs. Support: Delorme. Roll call: Mead – yes; Cooley -yes; Delorme – yes; Butler - yes; Mallon – yes. Motion carried.

Motion by Cooley to approve road sweeping at \$60.00. Support: Butler. Roll call: Mead – yes; Cooley -yes; Delorme – yes; Butler -yes; Mallon – yes. Motion carried.

There is a request for a Park Usage Agreement for a Corn Hole Tournament on August 20, 2022. Clerk advised that there will need to be an insurance rider from the user prior to agreement to minimize the township's exposure to risk. Purchase advises that this is being worked on.

Purchase reports that there will be a CoHo Fest in 2023. The CoHo Fest board is building up.

**Planning Commission:** No meeting held.

**Fire Department:** Written and submitted. 204 runs to date. Fire personnel being trained on scenarios of no hydrants. EMT classes are starting. Four firemen want to take the EMT classes. 1 female has shown interest in just EMT.

**Treasurer:** Written and submitted. Working with Clerk to balance on all accounts. Reported that she is now using the Cash Balance figure from QuickBooks to balance with the Clerk instead of the Bank Reconciliation figure.

**Clerk:** Written and submitted. Clerk reports that because the Treasurer is reporting the Cash Balance on accounts, all accounts are in balance except for: General Fund: off by \$60.00, Fire Ops: off by \$0.63, and Fire Equipment: off by \$0.48. Clerk will process journal entries to Fire Ops and Fire Equipment to balance as these may be interest earned amounts not reported to the Clerk as the Treasurer is reporting more funds than the Clerk. There is a \$50.00 deposit for General fund that Clerk cannot determine the deposit date and Treasurer will look into it and report correct date to Clerk. Treasurer reported to Clerk that there is a \$10.00 reconciliation matter that she will review. If these two items are resolved, then General Fund account will balance between the two offices.

Par Plan Insurance renewal effective August 1, 2022, through July 31, 2023. There are areas where the Township will need to address liability issues. These include various ordinances and use agreements and rental agreements. Clerk will submit to the Board at the September meeting changes in wording for these documents to minimize exposure to risk where there is an implication that the Township is hosting or has interest in certain events. Hall Rental and Park Usage agreements will need to have Insurance Riders included with the rental agreement prior to approval.

Primary election on August 2, 2022, went well. Clerk requested that the November Regular Board meeting be changed to Tuesday, November 1, 2022, to allow set up for the General Election on Monday, November 7, 2022. Motion by Cooley to move the November Regular Board meeting to Tuesday, November 1, 2022. Support: Butler. Roll call: Cooley – yes; Delorme – yes; Butler – yes; Mead – yes; Mallon – yes. Motion carried. Clerk to report change of date by posting it in the Record Patriot and at Township.

Title transfer for fire vehicle appointment with Secretary of State scheduled for August 10, 2022. Clerk requests check from FD Ops account to cover costs as charges for using credit card can be excessive.

**County Commissioner:** Markey reports that there is an online survey open to the public to gather ideas on how the County should use ARPA funds. All millage passed at the Primary Election. The Board is working on the 2022-2023 budget. Cherry Capital Communication awarded broad band grant.

Motion by Cooley to accept reports as presented. Support: Delorme. All Ayes; No Nays. Motion carried.

**FINANCE:** Motion by Cooley to approve APs on all accounts with additions of credit card bill without all receipts presented to the Clerk for Fire Department purchases; payment to the Secretary of State for title transfer from Fire Operations. Support: Butler. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Delorme – yes, Butler – yes. Motion carried.

#### **NEW/OLD BUSINES:**

**HARP Township Board Representation:** Due to some immediate needs presented by Mead that occurred at the previous HARP meeting, Township Board representation is needed at HARP meetings in matters that concern the new park and DNR grant issues.

Motion by Mallon to approve Mead as Board representative to HARP. Support: Cooley. Roll call: Delorme – yes; Butler – yes; Mallon – yes; Cooley – yes; Mead – abstained. Motion carried.

**Property Transfer Resolution:** Resolution 08082022-01 presented to the Board by Cooley. Motion by Cooley to approve Resolution 08082022-01 to Waive Penalty Associated with Not Filed Property Transfer Affidavits (PTAs). Support: Mallon. Roll call: Mead -yes; Cooley – yes; Delorme – yes; Butler – yes; Mallon – yes. Resolution adopted on August 8, 2022.

**Poverty Exemption Resolution:** Resolution 03072022-04 was amended at the July 6, 2022, Regular Board meeting.

**Asset Test Resolution:** Discussion held regarding amount of assets property owner can have while still being considered for poverty exemption. Asset Test Resolution 070622-01: Motion by Cooley to offer Asset Test Resolution to include 1). \$10,000.00 additional assets, 2). Income included for all persons living in household, and 3). Minimum footprints per zoning district for legal splits. Support: Delorme. Roll call: Mallon – yes; Mead – yes; Cooley – yes; Delorme – yes; Butler – yes. Motion carried.

**BOR/ZBA Letter of Interest:** Beverly Holbrook has submitted a letter of interest for alternate positions to the Board of Review and to the ZBA. Motion by Cooley to appoint Beverly Holbrook as alternate to BOR and ZBA. Support: Mallon. Roll call: Delorme – yes; Butler – yes; Mallon – yes; Mead – yes; Cooley – yes. Motion carried. Holbrook will need to be sworn in for both positions.

**Park Trash Cans – Tabled.**

**Pest Control:** The Treasurer and Supervisor indicated that Nathan Johnson reported that the power cleaning was completed to the building and that he painted the doors. Clerk disagrees with power cleaning being done and acknowledges that the doors on the building were painted. The contracted work is not done. The Township has paid \$3,750.00 as partial (one half the contracted amount) to Johnson for work that was to be completed in March of 2022 and extended to July 18, 2022, and still not done. Purchase reviewed the building and confirmed that power washing not complete. Treasurer reported that there are significant spiders and Johnson reported to her that that was the issues with the spots on the building remaining after power washing. Treasurer would like pest control to spray for spiders. Mead suggests that Orkin is called for this service. No further discussion held on Nathan Johnson’s lack of completing contracted work for the Township.

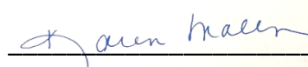
**ANNOUNCEMENT:** Fall Clean Up will be September 17, 2022, from 8:00am until noon at the Road Commission. Supervisor working on cards to residents.

**PUBLIC COMMENT:** Mary Haan voiced concerns regarding Citizen Initiatives on ballots and states the initiative she presented to Benzonia Township regarding eliminating the marijuana establishments by not allowing such establishments in their township.

Motion by Cooley to Adjourn Regular Board Meeting at 7:51 pm. Support: Mead. All ayes. Motion carried.

I hereby certify that the minutes contained herein are the draft minutes of the August 8, 2022, Regular Board meeting. Signed herein by the Homestead Township Clerk, Karen Mallon on this the 9<sup>th</sup> day of August 2022.

Respectfully Submitted:

 \_\_\_\_\_, Karen Mallon, Clerk