

Homestead Township

Regular Board Meeting

November 1, 2021

A regular meeting of the Homestead Township Board was called to order at 6:01pm by Supervisor Tia Kurina-Cooley.

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

Pledge of Allegiance was said.

PUBLIC COMMENT: Linda Kozak of Cinder Road offered information and gratitude to the COHO Fest and Fire Department for the Trunk for Treating.

APPROVAL OF AGENDA: Motion by Cooley to approve agenda. Support: Mead. All ayes; no nays. Motion carried.

APPROVAL OF MINUTES: Motion by Cooley to approve the October 4, 2021, Regular Board meeting minutes. Support: Delorme. All ayes; no nays. Motion carried.

CORRESPONDENCE: Par Plan News.

ANNOUNCEMENTS: Supervisor and Markey who is the newly hired IT firm for the Township has met with new web designer. Training will be scheduled at their facility in Traverse City. Markey advised that training may be offered virtually.

Crystal Water Works to shut off water in the park. Kevin Taghon advised Supervisor that he will be present with them when the water is shut off.

FINANCE BILLS: Motion by Cooley to approve APs for all accounts. Support: Mead. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Delorme – yes; Butler – yes. Motion carried.

REPORTS:

Treasurer: Written and submitted.

Clerk: Written and submitted.

County Commissioner: Tim Markey announced that the County has hired Katie Zeits as the new County Administrator. She will be charged with filling vacant positions in her office. County budget meetings are in process.

Fire Department: 309 runs YTD. Training is underway. Brush truck project is underway. 90% of the parts needed are not in. Three firemen might be attending the Manistee Fire School.

County Commissioner: Union contracts completed. Broadband survey is out. New hire in the Administration Office – HR/Finance.

Assessor: Not present. BOR meeting to be held December 14, 2021, at 6pm. Clerk to post in paper.

Park and Rec: Kevin Taghon not present. Bathroom doors need repair in the amount of \$1,300.00.

Zoning Administrator: Announced public hearing held regarding Class A Zoning for residential property. Class A designation approved. ZA has amended applications and will submit them for placement on the website.

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

NEW BUSINES:

Snowplow Bids: Motion by Mallon to approve AJ's as seasonal contractor for snow plowing services. Support: Mead. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Delorme – yes; Butler – yes. Motion carried.

Homestead Township Park: Shannon Purchase presented a bid to the Township in the amount of \$500.00 to make repairs to the dugout area of the minor league ball field that has washed away and created a sinkhole. Motion by Delorme to hire Shannon Purchase to make needed repairs to the dugout area up to \$500.00. Support: Mallon. Roll Call: Mead – yes; Cooley – yes; Delorme – yes; Butler – yes; Mallon – yes. Motion carried.

Deputy Treasurer as Bank Signer: Motion by Cooley to add Beverly Holbrook as signer to Honor Bank accounts including General Fund, Fire Department Operations, Fire Department Equipment, Park and Rec, Road Improvement and Tax account. Support: Mead. Roll call – Cooley – yes; Delorme – yes; Butler – yes; Mallon – yes; Mead – yes. Motion carried.

OLD BUSINESS:

HARP Park Manager - Platte River Park Maintenance: Platte River Park is grant funded and members are requesting a “commitment” from the Township that the park would be maintained. This would include, plowing, mowing and building maintenance as needed. A letter of commitment will come from the Clerk's Office. DNR grant funding will be more accessible with commitment to maintain park.

Credit Card Policy Resolution: Application status – Supervisor to sign application.

Audit Update: Clerk met with Craig Vredevoogd of Baird, Cotter & Bishop, P.C.. General entries were made to dates of posting for audit corrections made in October. Per Mr. Vredevoogd, the audit corrections were made in October and November of 2020, but were not posted effective March 31, 2020. He further questioned why Tobin auditor did not follow through with audit as it appeared to be complete. Incomplete paperwork was submitted to him by Tobin regarding the audit, but review of accounts indicated that missing entries, checks and deposits were in fact in the accounts and in order. Clerk requests to complete audit with Baird, Cotter & Bishop and reported to Board that the Michigan Department of Treasury supports this.

PUBLIC COMMENT: None

Motion by Cooley to Adjourn Regular Board Meeting at 7:28pm. Support: Mead. All ayes. Motion carried.

I hereby certify that the minutes contained herein are the approved minutes of the November 1, 2021, Regular Board meeting. Signed herein by the Homestead Township Clerk, Karen Mallon on this the 7th day of December 2021.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Karen Mallon". The signature is written in a cursive style and is positioned above a dashed horizontal line.

Karen Mallon, Clerk