

Jonesfield Township Meeting Minutes

December 16, 2024

PRESENT: Brown, Clark, Nock, Parker, Foye, Swarthout
ABSENT: None
GUESTS: Scott Crofoot, Building and Zoning Administrator

- I. Pledge of Allegiance
- II. Public Comment – None.
- III. Call to Order of the Jonesfield Township Board meeting – Supervisor Brown called the regular board meeting to order at 7:00 p.m.
- IV. Additions to Agenda – Treasurer Swarthout requested approval for online “new treasurer” classes.
- V. Approval of meeting minutes from the November 18, 2024 Board Meeting. Supervisor Brown made a motion to approve the meeting minutes. Second by Trustee Nock with one typographical error to be corrected. Carried.
- VI. Reports:
 - a. Treasurers Report – General Fund -\$252,032.66; Trash Fund - \$45,188.97; Police Fund – 41,376.56; Water Fund - \$177,776.63; Wind Energy Fund - \$14,876.47; ARPA Fund - \$51,640.06; Money Market - \$76,979.36
 - b. Scott Crofoot - Zoning and Code Enforcement – Presented updates on permits issued. Requested approval for the Township to pay a portion of his license renewal. Supervisor Brown made motion to pay, supported by Trustee Foye. Carried.
- VII. Reports: Planning Commission, Waste Authority, Saga (GIS) – Trustee Nock attended the Waste Authority meeting on December 9, 2024. Items discussed were the holiday lights which run through January 15 and a recycling resolution.
- VIII Informational Items: Deputy Treasurer Parker inquired as to when the resident having tax discrepancies would be resolved. Supervisor Brown to check in with Assessor Rob Grose.

Discussion Items

- a. ARPA funds discussion – Clerk Clark informed the board that the ARPA funds were to be finalized by the end of the year. At the November 18, 2024 meeting, ARPA funds were discussed and approved to be deposited into the general fund under the Revenue Loss Category/Wages. Reporting to take place by April 30, 2025
- b. Audit Discussion – Clerk Clark presented the board with the finalized audit report from Gardener, Provenzano, Thomas and Luplow. Clerk Clark and Treasurer Swarthout to work closely to ensure the accuracy of future audits.
- c. Discussion regarding auditor – The board is actively searching for a new auditing firm. Clerk Clark will reach out to other townships for recommendations.
- d. Supervisor Brown presented information from Braun Kendrick to replace our current legal counsel due to retirement of current counsel as of December 31, 2024.
- e. Roundtable for the good of the township – None.

VIII. Action Items:

- a. Motion to pay bills made by Supervisor Brown, second by Trustee Foye. Carried.
- b. Addition of Treasurer Swarthout to banking accounts-Roger Parker removed from bank accounts. As elected township treasurer being sworn in November 18, 2024, the board approves the addition of Dannielle Swarthout to all bank accounts at Mercantile Bank. Roger Parker, former Deputy Treasurer to be removed from all accounts at Mercantile Bank. Unanimous. Carried.
- c. Supervisor Brown made the motion to approve the cost of online treasurer classes for Treasurer Swarthout, second by Trustee Foye. Carried
- d. Supervisor Brown motioned to approved Braun Kendrick as new legal counsel. Second by Trustee Nock. Supervisor Brown will contact current counsel to transfer township information to new counsel. Carried.

IX. Extended Public Comment – None.

XIII Next Meeting: Monday, January 20, 2025 @ 7:00 p.m.

XIV Adjourn: Motion made by Trustee Foye to adjourn meeting at 7:40 p.m. Second by Supervisor Brown. Carried.

Signed,

Kari Clark

Jonesfield Township Clerk