

## Jonesfield Township Board Minutes

December 17, 2018

Supervisor Larry Tibbits called the Regular Board Meeting to order at 6:00 p.m. with the pledge of allegiance to the flag.

PRESENT: Tibbits, Nock, Buckley, Parker, Stanley

ABSENT: None

GUESTS: Ryan Stockford – Saginaw County Deputy; Richard Bluemer – Jonesfield Twp Planning Commission Chairperson; George Kipfmiller – Jonesfield Twp Building Inspector.

PERMITS: L/P Tank Permit #15-18-J, Mark Gath; Mechanical Permit # 14-18-J, Bruce Rigg; Building Permit #17-18-J, Davis Auto.

- I. Pledge of Allegiance
- II. Public Comments- None
- III. Additions to Agenda – Invoice received from Dennis Richnak for the completion of the furnace installations.
- IV. Approval of minutes from November 19, 2018 Board Meeting – Trustee Nock made a motion to approve meeting minutes with a clerical correction. Treasurer Parker second. Carried.
- V. Reports:
  - a) Treasurer – General Fund - \$86,399.74; Trash Fund - \$43,135.09; Police Fund - \$15,123.37; Water Project Fund - \$120,610.32.
  - b) Police – Deputy Stockford reported that wheel alignment has been done on the police car. New ball joints were put on the vehicle. Stockford also reported that he has been assigned back to the Merrill patrol for the 2019 year. Police activity has been as usual.

VI. Reports from Commissions/Boards/Committees:

*Planning Commission* – Trustee Nock reported the next Planning Commission meeting is scheduled for January 8, 2019 at 7:00 pm.

*Police Board* – Treasurer Parker reported that no meeting is scheduled at this point.

*Waste Authority* – Supervisor Tibbits attended the Annual Meeting for the Waste Authority. It was announced that there are 34 jurisdictions and 69,000 households serviced in the last year. The 2019 Special pickup dates have been published and available on Jonesfield.com and the office window.

*Saga (GIS)* – None.

*Municipal Water* – None.

VII. Information Items:

- a) Furnace Installation Completed – Invoice has been received for the installation. Dennis Richnak stated that we should see a difference in our Consumer's bill with both furnaces now being updated.
- b) Loan Status – Clerk Stanley reported that there has been a response from Mercantile Bank regarding the township request for a possible loan to cover replacement of the township hall roof. If loan was to be processed now it would be at an Exempt rate of 5.20%. A 5 year term with a 10 year amortization. With a loan of \$40,000.00, the payment would be approximately \$435.00 monthly. Closing costs would include, but not limited to, legal fees of \$1,200.00. Tax Revenues would be held as collateral. Discussion by the board members ended with the decision to hold off on completing this loan until spring. Roofer cannot complete this job until then and possibly by spring the township may not need to complete the loan. Motion made by Trustee Buckley to table loan process until spring. Second by Trustee Nock. Roll Call Vote: Ayes – Tibbits, Nock, Buckley, Parker and Stanley. Nays – None. Carried.

VIII. Discussion/Action Items:

- a) Village Park Contribution Request – Township has received a letter from the Village of Merrill requesting a contribution to the park maintenance. Jonesfield Township has made contribution in the past, but after a discussion by the township board it has been decided to decline their request for this year. Supervisor Tibbits made a motion to decline this request for this year. Second by Clerk Stanley. Roll Call Vote: Ayes – Tibbits, Nock, Buckley, Parker and Stanley. Nays – None. Carried.

- b) Budget Year to Date Review – Clerk Stanley announced that after speaking with our auditor and consulting with Lakefield Township Clerk it was determined budget line items do not need to be reviewed monthly – quarterly will be sufficient. Also, we do not need to adjust for each line on the budget but instead review each category of the budget and adjust as needed.
- c) Recreational Marijuana Ordinance (Dick Bluemer to Join Us) – Supervisor Tibbits announced that after some research it was determined that the Planning Commission does not necessarily write the ordinance. This type of “Police Ordinance” can be written and approved by the Township Board. Township has up to December 6, 2019 to decide on the ordinance. Once it is completed and approved, a copy must be filed with the Saginaw County Clerk’s Office and a complete copy of the ordinance must be published in a local newspaper. After discussion by the board members, it has been decided that we will review this topic monthly as we learn more. Once the board feels comfortable with all the information, the ordinance will be written at that time.
- d) Marcia’s First Year Salary Adjustment – Clerk Stanley announced that it has been determined that the wrong salary amount was paid out to the clerk from February 2018 to December 2018. The clerk was overpaid in the amount of \$1,846.70. Clerk Stanley spoke with Maggie at Viking Tax & Accounting about the situation looking for guidance on how to correct. Clerk Stanley was informed that there are two ways that this can be reimbursed back to the township – One: Clerk Stanley can pay it back in one lump sum. Two: Divide the total owed by twelve months and let it be paid back over a one year term. This would keep it in the same annual pay year and equal out the tax amount that has been paid by Clerk Stanley. Discussion was held by board. Motion was made by Trustee Buckley to allow payments to be made monthly in the amount of \$153.89 to pay back monies owed by Clerk Stanley. Second by Treasurer Parker. Roll Call Vote: Ayes – Tibbits, Nock, Buckley and Parker. Nays – None. Stanley abstained. Carried.
- e) Roundtable for the good of the Township – Supervisor Tibbits brought up the topic of the issues we are having with the hall tables being used and then put away without being cleaned. We also have a rental coming up soon that is rented to a group for a pie making fundraiser. After last year’s rental to the same group, the hall was found with a layer of flour everywhere and a special cleaning fee had to be paid to get the hall cleaned. Discussion was held by the board on suggestions for preventing this to happen again. Supervisor Tibbits will speak with the group regarding this situation.

IX. Action Items:

- a) Motion to Pay Bills – General Fund - \$15,242.69, Police Fund - \$292.60, Trash Fund - \$4,092.68, Water Project Fund - \$0.00. Motion made by Treasurer Parker to pay bills. Second by Supervisor Tibbits. Carried.

X. Extended Public Comment – None.

XI. Next Meeting: Monday, January 21, 2019 @ 6:00 p.m.

Motion made by Trustee Nock to adjourn meeting at 7:55 p.m. Second by Clerk Stanley. Carried.

Signed,

Marcia J. Stanley

Jonesfield Township Clerk