

AGENDA

December 3, 2020

7:30 p.m.

Please join the meeting from your computer, tablet or smartphone.

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United States: +1 (408) 650-3123

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Regular Meeting

Call to Order – Pledge of Allegiance

Roll Call: ___Ruthig ___Paulson ___Gross
 ___Carlton ___Hedrich ___Hemgesberg ___Hornak

1. **Approval of Agenda:** (Additions to the agenda will be handled under New Business)
2. **Approval of Minutes:** November 5, 2020 Regular Meeting Minutes
3. **Public Comments:** Two Minutes Per Person
Additional time is provided during Extended Comments
4. **Committee/Commission Reports:**
 - a. County Commissioner – Kyle Harris
 - b. County Road Commission – Dennis Borchard
 - c. SCTOA – Ken Hornak
 - d. Cemetery Committee – Peter Hemgesberg, Julie Paulson, Bill Hedrich
 - e. Building Official – Rob Kehoe
 - f. Ordinance Enforcement Officer – Pat Olk
 - g. Rehmann Health Center – Cathy Gross
 - h. Fire Board Authority – William Hedrich
 - i. Mid Michigan Waste Authority –
 - j. TASK Force – Kevin Carlton (alt)
5. **Board Officials Reports:**
 - a. Supervisor
 - b. Clerk
 - c. Treasurer
6. **Unfinished Business:**
 - a. Update on Tax Tribunal – Comfort Care
 - b. Discuss Annexation of Volkmer Road Property to Village for Marijuana Use (Amended proposal)
 - c. Consider Changing Web and Email Hosting From 1 & 1 to CMT
 - d. Consider Purchase of Computer Workstation (Supervisor's Office)
 - e.
7. **New Business:**
 - a. Formalize Payroll Processing Service Contract. H&R Block, Steve Keck
 - b. Committee/Commission (RE)Appointments:
 - Board of Review, 2-year term ending December 31, 2022: Gary Azelton, Preston Frost (alt), Leonard Strait, Charles Weisenberger.
 - Fire Board, 2-year term ending March 31, 2023: Joe Ruthig
 - Zoning Board of Appeals, renew appointment of Ken Hornak to March 31, 2023.
 - Planning Commission, renew appointment of Pete Hemgesberg to March 31, 2023.
 - c. Consider Resolution (MMWA) appointing Trustee and Alt to the Waste Authority.
 - d. Consider Resolution for Bank Signer Authorization.
 - e. Consider Resolution for Credit Card Use Policy.
 - f.
8. **Extended Public Comment:** Two Minutes Per Person
9. **Extended Township Board Comment:**
10. **Approval of Bills:**
11. **Adjournment:**

**Chesaning Township Minutes
Regular (Electronic) Meeting
December 3, 2020 @ 7:30 p.m.**

Regular Meeting: Called to order at 7:31 p.m.

Pledge of Allegiance

Members Present: Supervisor Joe Ruthig, Clerk Julie Paulson, Treasurer Cathy Gross; Trustees: Kevin Carlton, Peter Hemgesberg, Ken Hornak and Bill Hedrich

Members Absent: None

Approval of Agenda: Agenda was presented for approval.

Approval of Minutes: Minutes of the Regular Board Meeting of November 5, 2020 were presented for approval.

Public Comments:

A moment of silence was held in honor of Supervisor Robert Corrin's passing and his 23 years of service to the Township of Chesaning.

Committee/Board Reports: (Suggest tabling reports due to Michigan Department of Health and Human Services Covid 19 restrictions)

- County Commissioner –
- County Road Commission –
- SCTOA –
- Cemetery –
- Building Official –
- Ordinance Enforcement Officer –
- Rehmann Health Center –
- Fire Board –
- MMWA –
- Task Force –

Board Officials Reports:

- Supervisor –
- Clerk –
- Treasurer –

Unfinished Business:

Update on Tax Tribunal – Comfort Care – Presented by Treasurer Gross. Informational purposes only, no action taken.

Discuss Annexation of Volkmer Road Property to Village for Marijuana Use – Much discussion pertaining to a proposed "Contract for Conditional Transfer of Property" between Chesaning Township and the Village of Chesaning, along with a proposed amendment, to be handled at the next meeting or a special meeting.

Consider Changing Web and Email Hosting from 1 & 1 to CMT – Discussion as to benefits of going with CMT for the Township's Website and email hosting as compared to our current situation with 1 & 1. Board motion to go with CMT.

Consider Purchase of Computer Workstation (Supervisor's Office) – The board discussed and agreed to purchase a computer for the Supervisor's office where there currently is not one.

New Business:

Formalize Payroll Processing Service Contract. H&R Block, Steve Keck – The Board was presented with the Payroll Processing Service Contract from H& R Block. For formal adoption as they directed in their November 2020 meeting.

Committee/Commission (re)Appointments – The following Committee/Commissions with positions up for appointment/reappointment including The Board of Review, Chesaning Brady Fire Authority, Zoning Board of Appeals and Planning Commission with board member and alternate member recommendations presented for consideration.

Consider Resolution (MMWA) appointing Trustee and Atl to the Waste Authority – The Board was presented with and adopted a Resolution appointing a Trustee and Alternate to the Mid-Michigan Waste Authority.

Consider Resolution for Bank Signer Authorization – The Board was presented with and adopted a Resolution for a Bank Signer Authorization for Clerk Julie Paulson.

The Board was presented with and adopted a Resolution for a Credit Card Use Policy for the Township for their consideration.

Hours and pay for the previous Clerk Fran Kukulis to help train the Current Clerk Julie Paulson – Discussion as to the need for continued training for the incoming Clerk Julie Paulson with Bill paying and other Financial duties, approving hours to date and 40 additional hours beginning December 1, 2020 with the option to look at additional hours if needed at a later date.

Extended Public Comment: None.

Extended Township Board Comment: Hedrich thanked Kukulis for her years of service with the Township and the Board additionally did too. Gross noted Dave Lossing is in the process of working on signage for the National Water Trail.

Items Approved:

- Motion by Hornak, support by Gross, to approve the agenda, as presented, with the addition of item f) under New Business, consider approval of hours and pay for previous Clerk to train new Clerk. Motion Carried.
- Motion by Hornak, support by Hedrich, to approve the November 5, 2020 Regular Board Meeting minutes, as presented. Motion Carried.
- Motion by Hedrich, support by Hemgesberg to change the Township's Web and Email Hosting from 1 & 1 to CMT. Roll Call Vote – Yeas: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Paulson, Ruthig. Nays: None. Motion Carried.
- Motion by Hornak, support by Hemgesberg, to approve the purchase of a computer for the Supervisor's office. Roll Call Vote – Yeas: Hedrich, Hornak, Hemgesberg, Gross, Paulson, Carlton, Ruthig. Nays: None. Motion Carried.
- Motion by Hedrich, support by Hemgesberg, to hire H & R Block for the Township's payroll service provider. Roll Call Vote – Yeas: Hornak, Hemgesberg, Gross, Paulson, Carlton, Hedrich, Ruthig. Nays: None. Motion Carried.
- Motion by Gross, support by Hemgesberg, to reappoint Gary Azelton, Leonard (Len) Strait and Charles Weisenberger to The Board of Review, 2- year terms ending December 31, 2022. Vote: All yeas. Motion Carried.
- Motion by Hemgesberg, support by Hornak to appoint Joe Ruthig to The Fire Board, 2-year term, ending March 31, 2023. Vote: All yeas. Motion Carried.
- Motion by Hedrich, support by Hemgesberg to reappoint Ken Hornak to The Zoning Board of Appeals, ending March 31, 2023. Vote: All yeas. Motion Carried.
- Motion by Hornak, support by Hedrich to reappoint Pete Hemgesberg to The Planning Commission ending March 31, 2023. Vote: All yeas. Motion Carried.
- Motion by Hemgesberg, support by Hedrich to adopt a Resolution appointing Julie Paulson Trustee, Ken Hornak Alternate Trustee to the Mid-Michigan Waste Authority (MMWA). Roll Call Vote – Yeas: Hemgesberg, Gross, Paulson, Carlton, Hedrich, Hornak, Ruthig. Nays: None. Motion Carried.
- Motion by Carlton, support by Hornak to adopt the Resolution for Bank Signer Authorization as presented. Roll Call Vote: Yeas – Gross, Paulson, Carlton, Hedrich, Hornak, Hemgesberg, Ruthig. Nays: None. Motion Carried.
- Motion by Hedrich, support by Hemgesberg to adopt the Resolution for Credit Card Use Policy as presented. Roll Call Vote: Yeas – Carlton, Hedrich, Hornak, Hemgesberg, Gross, Paulson, Ruthig. Nays: None. Motion Carried.
- Motion by Hedrich, support by Gross to approve 40 hours of training at \$15 per hour to previous Clerk Fran Kukulis for training of newly elected Clerk Julie Paulson. Roll Call Vote: Yeas – Hedrich, Hornak, Hemgesberg, Gross, Paulson, Carlton, Ruthig. Nays: None. All yeas. Motion carried.
- Motion by Hemgesberg, support by Hornak, to pay bills as presented. Bills totaled \$32,164.39. Roll Call Vote – Yeas: Hornak, Hemgesberg, Gross, Paulson, Carlton, Hedrich, Ruthig. Nays: None. Motion Carried.
- Motion by Hedrich, support by Paulson, to adjourn the meeting at 9:23 p.m. Motion Carried.

**Julie C. Paulson, Clerk
Chesaning Township**