**Regular Meeting of the Lovells Township Board**

**November 9, 2021**

**Present:**  Ann C. Duby , Cheryl Hopp, Heather Lovell and Gary A Neumann

**Absent:**  Cynthia Infante-Inman

**Also Present:** Commissioner Sherry Powers, Sally Brand, Bob Baird

Supervisor Neumann called the meeting to order at 10:00am. Follow by the Pledge of Allegiance.

**Minutes** were reviewed and it was decided to abstain from accepting them until December’s board when our clerk, Cindy returns.

**Prepaid Invoices** were reviewed, and Neumann moved to accept as presented, Hopp supported. All Ayes

**Treasurer’s Report** was reviewed, accepted as presented

**Correspondence:** None

**Department Reports:**

* **Assessing**-Tax bills are being prepared
* **Fire/EMS Department**-Powers reviewed the Chief’s report for us: A total of 4 runs in October (1 Fire/3 Med); CSI is waiting for parts for the 1999 Engine #321; Chief has appointed Chris Angeloff as the new Fire Captain. He is certified for the position; New hire, Scott Caten has joined the force, he is certified in Fire Fighter I and II as well as Medical First Responder.
* **Zoning Administrator**: 1 Permit for Riverfront home w/Deck and 1 pole Barn addition
* **Zoning Enforcement Officer**: Problem at the south end of town has been resolved- the renters have been evicted

**Commissions and Boards**:

* **Board of Review:** No report-will have a Dec meeting-date TBD
* **Historical Society**: No news, New Officers will be elected in December
* **Planning Commissions**: Crawford Cty and/or Lovells Twp: N/R
* **Lovells Reading and Media Center**: New books and DVD’s have been recently donated

**Unfinished Business**: NONE

**New Business**:

* Township Holiday hours were discussed. Motion to change the office hours as outlined below made by Neumann, supported by Hopp, All Ayes. Motion passed.
  + **Thanksgiving: Closed from Noon, Wednesday 11/24/21until Tuesday 11/30/21 @ 9am**
  + **Christmas closed from Thursday 12/23/21 @ 3pm until Tuesday 1/4/22 @ 9am**
* The reappointment of Tamara Kengel and Richard Wright to our Planning Commission was discussed. Both have agreed to another term. Neumann moved to reappoint these two

Members, Lovell Supported, All Ayes

* The subject of letters written to any/all boards was discussed as well as those verbal messages and taped messages received. Neumann suggested that in order to make it clear what will be done in the future, a policy should be established. He explained the background and reasoning for Policy # 11-09-2021. After a short discussion, it was the opinion of the board to accept this policy. Hopp did question if it was necessary to even have a policy since it should be covered under a FOIA requests; Neuman said he wasn’t sure since the letters were correspondence and we do not print correspondence out for the public written and specifically written to the BOARD; not the TOWNSHIP and the authors didn’t know or want them to be distributed to the public after being read to the board. Additionally, he mentioned that numerous times at different boards (i.e. ZBA and PC meetings) a letter has just been “noted” as opposed to being read and were not distributed to the public; the authors were upset that their letter had not been read or distributed. This policy will close the gap as to what should and will be done with any correspondence to any board in the future. Neumann will come back to the board in December with a form for spoken and/or taped messages to be transmitted to the board and public. Neumann made a motion to accept this policy, Ann supported it. Roll Call vote: Ann: Yes, Hopp: Yes, Lovell: Yes, Neumann: Yes. Motion Passed
* We discussed County Rd Old 612 and the condition it is in and possible resolutions to it. Paving is probably not feasible due to cost, and we’d likely need a road millage or SAD to be voted on. Chipping, grinding, adding gravel and grading as was done by the Church was an option but again cost needs to be determined. Neumann said he estimated the cost to do this may run about $6,000 based on what we had to pay for the road by the Church.
  + Pros: Cheaper than paving-might happen sooner
  + Cons: Would possibly create dust for residents along Old 612
  + Question: Do we poll people living along the road to see what they think?

Discussion tabled till December’s meeting.

**Informational Items**:

* COLA of 5.9% will increase Federal payments, wages, per diems and salaries. Effective 4/1/2022 (Payable 5/1/2022)
* Access site fencing has gone up, materials on hand to install roller system

**Public Comment**: Opened at 10:46am, No comments from the public; Closed at 10:47am

Neuman moved at 10:47am to adjourn the Meetings; supported by Cheryl. All Ayes; Motion carried.

Next Regular Meeting of the Board will be held Tuesday Dec 14, 2021 at the Township Hall

***Respectfully Submitted,***

***Heather Lovell-Deputy Clerk***