

Regular Meeting of the Lovells Township Board

February 14, 2017

PRESENT: Ann C. Duby, Cheryl Hopp, Cynthia Infante, Heather Lovell, and Gary A. Neumann

ABSENT: None

ALSO PRESENT: Chief Lewicki, Jim Shiflett, Randy Long, Denny Inman, and Bill Gibas.

Supervisor Neumann called the Board Meeting to order at 10:00 AM; Followed by the Pledge of Allegiance.

Neumann moved, Hopp supported a motion to accept the minutes of the January 10, 2016 Regular Meeting of the Board. All Ayes. MOTION CARRIED.

Neumann moved, Hopp supported a motion to approve pre-paid vouchers dated January 10, 2017 through February 9, 2017 as presented: General Fund totaling \$12,766.51; Direct Deposit Checks totaling \$6,156.70; Fire Fund totaling \$3,813.28; Landfill Fund totaling \$5,571.68; and Liquor Fund totaling \$9.40. In a roll call vote: All Ayes. MOTION CARRIED.

Treasurer's Report received and accepted as presented.

CORRESPONDENCE: Letter from Complete Community Planning advising us that Charlton Township Planning Commission is updating their Master Plan.

DEPARTMENT REPORTS:

Assessing – Neumann reported Assessment Notices to go out Feb. 25th.

Fire Department – Chief Lewicki reported on eight runs in January (0-Fire, 8-EMS); Briefed on upcoming projects and will submit at least two bids for each project; Friends of the Fire & EMS Department presented \$13,000 donation check for deposit in Fire Fund for department projects.

Liquor Inspector – Infante received the report and it is on file.

Zoning Administrator – Infante briefed on Gauthier's written report.

Zoning Enforcement Officer – No report.

COMMISSIONS AND BOARDS:

Board of Review – Neumann reported MTA's BOR Training Class is Feb. 22nd; Board of Review Schedule: Organizational Meeting 3/7/17 at 3 PM; Meet with taxpayers Tuesday 3/14/17 from 3 – 9 PM and Thursday 3/16/17 from 9 AM – 3 PM.

Historical Society – Heather Lovell reported that they are busy working on Trout Opener Activities; They are searching for a part time docent.

Lovells Media and Reading Center – Hopp reported on her organizational work in the Library.

Lovells Township Planning Commission – Chair Inman reported on two proposed Zoning Amendments and the scheduled Public Hearing on those proposed amendments on Monday, March 6, 2017 at 7 PM in the Township Hall.

Crawford County Planning Commission – Inman stated nothing new to report.

Zoning Board of Appeals – No report.

UNFINISHED BUSINESS:

1. Neumann briefed on recent IT work completed and proposals for future work.
Neumann moved, Lovell supported a motion to purchase a new computer for the

Qualified Voter File (QVF) at a cost of \$625.00 as presented in the I.T. Right Quote. In a roll call vote: All Ayes. MOTION CARRIED.

NEW BUSINESS:

1. Neumann briefed on the county wide GIS mapping system . Neumann moved, Lovell supported a motion to accept the bid as submitted with the estimated cost to Lovells Township being \$2,429.00 per year for three years (Based on \$1.25 per parcel). In a roll call vote: All Ayes. MOTION CARRIED.
2. Neumann moved, Infante supported a motion nominating Marty Pawlowski as Board of Review Alternate with his term ending 12/31/2018. All Ayes. MOTION CARRIED.
3. Neumann briefed on the proposed FY 2017-18 General and Liquor Fund Budgets and quotes on the proposed building project.
4. Neumann moved, Lovell supported a motion to adopt the 2017 Mileage Reimbursement Rate set by the IRS at 53.5 cents per mile effective immediately. All Ayes. MOTION CARRIED.
5. Neumann briefed on 2017 Poverty Exemption Guidelines. Neumann moved, Hopp supported a motion to establish, as directed by the State, the 2017 Poverty Exemption Income Guidelines via Resolution #2-14-2017. In a roll call vote: All Ayes. RESOLUTION ADOPTED.
6. Neumann moved, Lovell supported a motion to adopt via resolution changing the Board of Review's first meeting with taxpayers to March 14, 2017 rather than the second Monday in March as mandated by statute. In a roll call vote: All Ayes. RESOLUTION ADOPTED.
7. Neumann briefed on the 0.3% federally established COLA salary increases for the positions of Clerk, Supervisor, and Treasurer effective April 1, 2017 (Reflected in May Paychecks). Neumann moved, Hopp supported a motion to adopt Resolutions #2-14-2017 A, B, and C as presented. In a roll call vote: All Ayes. RESOLUTIONS ADOPTED.
8. Neumann moved, Hopp supported a motion that the 0.3% COLA increase be made for all per diem and wage rates at Lovells Township, as per Board Policy (Effective April 1, 2017 reflected in May paychecks). In a roll call vote: All Ayes. MOTION CARRIED.
9. Neumann moved, Hopp supported a motion to hold a Special Meeting of the Board on April 5, 2017 at 1 PM for the purpose of: (1) close out all funds for FY 2016-17, (2) approve the FY 2017-18 Meeting Schedule, (3) set the FY 2017-18 Fee Schedule; and (4) adopt a revised Payroll for FY 2017-18 due to the previously noted 0.3% COLA increase. All Ayes. MOTION CARRIED
10. Neumann moved, Infante supported a motion authorizing Heather Lovell, new Deputy Clerk, to attend the State of Michigan's Election Official Accreditation Class at an estimated cost of \$378.00. All Ayes. MOTION CARRIED.
11. Neumann and Lovell briefed on the Tom McKinney memo regarding the replacement of our "Welcome to Lovells" road signs. Board agreed to allow Lovell to continue working the project.

INFORMATIONAL ITEMS: March 14, 2017 Board Meeting will include the Budget Public Hearing on FY 2017-18 General and Liquor Fund Budgets with adoption of those budgets following the Public Hearing.

PUBLIC COMMENTS:

11:09 AM-Neumann opened public comment period.

Randy Long commented on welcome signs and Supervisor Deputy budget item. Bill Gibas commented on welcome signs.

11:21 AM-Neumann closed public comment period.

11:21 AM Neumann moved, Hopp supported a motion to adjourn. All Ayes. MOTION CARRIED.

Next Regular Meeting of the Board will be Tuesday, March 14, 2017, 10 AM at the Town Hall.

Cynthia Infante

Lovells Township Clerk