

THE ODESSA TOWNSHIP BOARD REGULAR MEETING WAS HELD ON 08-05-2024

Meeting called to order at 7:00 P.M. by Supervisor Secor. Present: Rohrbacher, Williams, Barrone and Caudill.

Visitors – Fire Chief Chad Perkins, Michael Rohrbacher, Carolyn Mayhew, Robert Cusack, Molly Macleod, Carrie Johnson, Will & Kayla Fyan, Beth Barrone and Eric McKeever.

Motion by Barrone, support by Caudill to approve the amended agenda. Ayes all. Motion carried.

Motion by Secor, support by Caudill to approve the July 1, 2024 Regular Meeting minutes as amended. Ayes all. Motion carried.

Motion by Caudill, support by Barrone to approve the July 9, 2024 Special Meeting Minutes. Ayes all. Motion carried.

Motion by Secor, support by Barrone to approve the August 1, 2024 Special Meeting minutes. Ayes all. Motion carried.

Public Comment – no comment.

Budget Review – the Board reviewed the 2024-2025 Budget.

Motion by Williams, support by Caudill to decrease the Contingencies line item by \$250.00 and increase the Auditors Professional and Contractual line item by \$250.00, to decrease the Insurance Workman's Compensation by \$400.00 and increase the Elections Operating Supplies line item by \$300.00 and the Elections Mileage line item by \$ \$100.00. Ayes all. Motion carried.

**July BILLS**

Gary Secor	\$972.21	Canon - Copier Maintenance	\$39.01
Lisa Williams	\$1,413.11	Consumer Energy - Cem Gas/Electric	\$87.71
Sharon Rohrbacher	\$1,518.87	Consumer Energy - Twp Gas/Electric	\$311.07
Brad Barrone	\$230.87	Elan Financial - Supplies & Website	\$511.66
Patti Caudill	\$230.87	Fahey Schultz - Legal Services	\$1,072.50
Abbigial Huisman - Custodian	\$110.13	Granger - Cemetery Trash Pickup	\$87.75
Abbigial Huisman - Custodian	\$79.29	Granger - Twp Trash Pickup	\$36.34
Connie Jordan - Dep Treasurer	\$0.00	Jeff & Lisa Elenbaas - Burial	\$1,250.00
Connie Jordan - Cemetery	\$0.00	Klein Assessing - Assessor Payment	\$3,225.84
Connie Jordan - Dep Treasurer	\$0.00	Lakewood News - Minutes	\$60.90
Connie Jordan - Cemetery	\$0.00	ODP Business - Paper, Toner, Towels	\$435.15
Savannah Hamstra - Training	\$42.00	Patten's - Stone Restoration	\$400.00
Vonda Mattson - Training	\$42.00	PE Solutions - Twp Phones	\$166.96
Julie Beglin - Training	\$42.00	Walker Fluke - 2023-2024 Audit	\$6,950.00
Doris Vierzen - Training	\$42.00		\$14,634.89
Bob Green - Training	\$42.00		

Dennis Sauers - Bd of Review	\$44.05
Charles Phillips - Bd of Review	\$44.04
FICA and Fed W/H for May	\$1,359.56
State W/H for April, May & June	\$0.00
	\$6,213.00

**August Bills**

Brad Barrone - Replaced Batteries	\$50.00
Charles Phillips - Election Mileage	\$25.00
Dawn Dearthoff - Election Mileage	\$25.00
Doris Vierzen - Election Mileage	\$25.00
Gerald Tomandl - Election Mileage	\$25.00
Julie Beglin - Election Mileage	\$25.00
Mike Rodriguez - Election Mileage	\$25.00
Nancy Miller - Election Mileage	\$25.00
Pat & Roseann Sinke - Mileage	\$25.00
Robbie Mutschler - Mileage	\$25.00
Bob Green - Election Mileage	\$25.00
Savannah Hamstra - Election Mileage	\$25.00
Stephanie Grinage - Election Mileage	\$25.00
	\$350.00

Vonda Mattson - Election Mileage	\$25.00
BS&A - Treasurer Support	\$978.00
Carl's - Cleaning Supplies	\$25.27
Crystal Flash - Cemetery Fuel	\$712.86
Granger - Twp Trash Pickup	\$36.34
HSV - Foundation Cement	\$1,057.00
Ionia Co Road - Brine	\$19,205.37
Jeff & Lisa Elenbaas - Burials	\$725.00
Lakewood News - Minutes	\$69.60
PE Office - Twp Phones	\$172.96
S&T Restoration - Cem Maintenance	\$7,500.00
Sharon Rohrbacher - Supplies	\$37.96
Timothy Williams - Laptop Batteries	\$55.10
	\$30,600.46

**Fire Department July Bills**

Elan Financial - Phone	\$19.98
Consumer Energy	\$381.39
Life EMS - 3rd Quarter Payment	\$6,138.17
Odessa Twp - Payroll Reimbursement	\$8,760.63
	\$15,300.17

Odessa Twp - Payroll Reimbursement	\$1,916.95
Village of Lake Odessa - Water & Sewer	\$203.14
Wex Bank - Fuel	\$407.02
	\$2,527.11

**August Bills**

Campbell Fire Depart - Radio	\$463.92
Digicom - Microphone	\$70.00
Fire Pros - Extinguisher Inspection	\$665.50
	\$1,199.42

Hastings Ace - Supplies	\$80.44
T-Mobile - Mobile Internet	\$9.90
	\$90.34

**Fire Department Payroll**

**June Payroll**

Will Fyan	\$603.06
Kyle Root	\$182.86
Royal Shilton	\$323.23
Nekoda Hull	\$377.95
Craig Winslow	\$64.64
John Thomas	\$58.15
Eric Possehn	\$193.94
Brad Perkins	\$348.88
Erin Scarborough	\$286.33
Chad Perkins	\$1,455.34

Joseph Graham	\$514.08
Ethan Perkins	\$239.27
Wade Piercefield	\$174.42
Chris Tobin	\$0.00
Tyler Gregg	\$220.25
Wyatt Perkins	\$319.80
Blake Perkins	\$290.73
Travis Scarborough	\$565.46
Gary Jackson	\$459.53
Jacob DeBruyne	\$436.10

Chad Perkins	\$1,455.36		
	\$5,349.74	Union Bank FICA & Fed W/H	\$1,761.48
		State W/H	\$0.00
			\$4,981.12

Motion by Secor, support by Caudill that the township accepts items in the July audit and approves payment for the August 5, 2024 bills as submitted. Ayes all. Motion carried.

Treasurer's Report – the 101 accounts are running ahead of last year by \$105,833.00 and General Fund Savings/Checking is \$67,296.67 ahead of last year. It is time to start considering any capital improvement projects that we have been putting off due to the parking lot. See report for further information.

Cemetery Property Manager Report – normal business and maintenance.

Fire Chief Report – total runs 30, village – 16, township – 12, mutual aid – 2, Medical – 26, Fire other – 4, motor vehicle accident – 0 and total runs as of 7-30-2024 is 224. Fire Chief presented Brad Dubuque resignation letter.

Motion by Secor, support by Caudill to accept the resignation letter from Fire Fighter Brad Dubuque. Ayes all. Motion carried.

Board/Committee Reports

- a. Jordan Lake Improvement Board – minutes presented.
- b. Lakewood Wastewater Authority
- c. Library Board – minutes presented.
- d. Lakewood Recreational Authority.

Action Items

- a. Driveway Marker Bids – Rohrbacher presented an estimate from United Sign Company for driveway markers.

Motion by Rohrbacher, support by Secor to approve up to \$3,000.00 for driveway markers with numbers from United Sign Company. Ayes all. Motion carried.

Information/Discussion Items

- a. LRA Dissolution – The LRA was created to have an oversight over the Jordan Lake Trail and any other future recreation projects. Barrone stated that the LRA is not in compliance because there are not enough funds for an audit. It is not doing the job that it was intended to do and also having trouble finding errors and omission insurance for at large members. Rohrbacher stated that our vision did not come to fruition. Caudill mentioned with the growth in the village and township it can be

- put on hold for future use.
- b. Fire Department Dinner – Rohrbacher provided the top ten property owners and the 4 businesses. Secor will follow up with Gina Johnsen. Caudill stated that we provide location and Johnsen would take care of the rest.
  - c. Par Plan Grant – we have till September 15<sup>th</sup> to apply for grant for a permanent generator. Rohrbacher will contact Clorwell Electric on a price.
  - d. New Fire Station – Rohrbacher will contact MDOT on driveway permit. Caudill stated that FEMA will have State grants for disadvantaged Community Fire departments. The fire department will need to go through the state which will determine the department as a disadvantage community fire department. The first step is to decide on a location and compare both locations. Maybe set up a training facility before station is built to generated some income. The fire department is looking at 5 acres. Once location has been decided on then we need to get an architect on board.
  - e. Memorandum of Understanding – Secor stated that several people from the village council, township board, Jordan Lake Trail board and Engineer Mark Stoor discussed the flow of grant money from MDOT and DNR.

Supervisor Report – mentioned that there is a new cell tower going up at Bonanza and Tasker Road.

Motion by Secor, support by Rohrbacher to go into Closed Session meeting at 7:30 P.M. to discuss the case #24-K--NZ36285. Roll call vote: Williams – yes, Rohrbacher – yes, Barrone – yes, Caudill – yes and Secor – yes. Motion carried.

Motion by Secor, support by Rohrbacher was made to resume the open session of the Odessa Township Board meeting and end the closed session at 7:48 P.M.

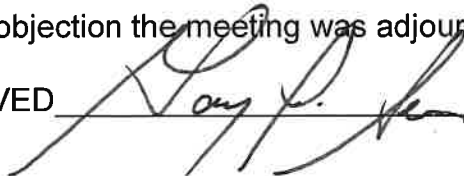
Motion by Secor, support by Caudill to authorize the Township Attorney to prepare a consent judgement based on his understanding of Mr. Kelly's settlement agreement. Ayes all. Motion carried.

Public Comment – no comment.

Board comments – no comment.

Without objection the meeting was adjourned at 7:49 P.M.

APPROVED



Submitted



# Township of Odessa

## Sharon Rohrbacher, Treasurer

\* P.O. Box 566. 3862 Laurel Drive \* Lake Odessa, MI 48849\*

• Phone: 616-374-4237 ext. 11 \*

• Fax 616-374-4257\*

Email [sharon@odessatownship.org](mailto:sharon@odessatownship.org)

August 5, 2024

### TREASURER'S REPORT

- 1. Financial Report** -101 accounts are running about \$105,833 AHEAD of last year. General Fund Savings/checking is \$67,296.67 AHEAD of last year. It is time to start considering any capital improvement projects that we have been putting off due to the parking lot.
- 2. Tax Collection Report**-collections are coming in.....there doesn't seem to be any pattern, year to year, on how many payments I would expect to receive in the first month (2011=439, 2012=355, 2013=327, 2014=337, 2015=413, 2016=341, 2017=373, 2018=308, 2019=316, 2020=460, 2021=410, 2022=414, 2023=456, 2024=492). July BOR made very little difference in our tax collection totals.
- 3.** Will receive \$5,342.50 from the **State of Michigan for Summer Tax Collection** expenses. We receive \$2.50 per parcel billed, annually, toward cost related to the summer tax collection. This number reflects how many parcels we have and goes up or down depending upon splits or combined parcels.
- 4. Book Asset** I have provided copies of our Book Asset Detail. This will show Board Members our assets. We can all review and help keep them up to date.
- 5. W.O.W.** sent a check for \$151.04 for cable franchise, Quarter 2. Franchise Fee payout is really dropping.