

THE ODESSA TOWNSHIP BOARD REGULAR MEETING WAS HELD ON 10-07-2024

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, Carrie Johnson, Bob Cusack and Beth Barrone.

Supervisor Secor offered his condolences to the Root family.

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

Motion by Rohrbacher, support by Caudill to approve the September 9, 2024 Regular Meeting minutes as submitted. Ayes all. Motion carried.

Public Comment – no comment.

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

Motion by Williams, support by Rohrbacher to approve the following amendments to decrease the Township Offices Capital Outlay line item by \$1,600.00 and increase the Professional and Contractual line item by \$1,600.00. Increase the Revenue Sharing line item by \$1,375.00 and Township Offices Professional and Contractual by \$1,375.00. A one- sided entry for \$2,750.00 to Township Offices Social Security by \$150.00, Wages by \$1,000.00 and Operating Supplies by \$1,600.00. Ayes all. Motion carried.

**SEPTEMBER BILLS**

Gary Secor	\$972.21	Canon - Copier Maintenance	\$40.20
Lisa Williams	\$1,413.11	Consumer Energy - Cem Gas/Electric	\$85.38
Sharon Rohrbacher	\$1,518.87	Consumer Energy - Twp Gas/Electric	\$0.00
Brad Barrone	\$115.44	Elan Financial - Supplies & Website	\$118.24
Patti Caudill	\$115.44	John Hancock - Pension Payment	\$1,587.28
Abbigial Huisman - Custodian	\$167.39	Klein Assessing - Assessor Payment	\$3,225.84
Abbigial Huisman - Custodian	\$70.48		\$5,056.94
Abbigial Huisman - Maintenance	\$103.07		
Ethan Waddle - Maintenance	\$103.09		
Connie Jordan - Dep Treasurer	\$59.47		
Connie Jordan - Dep Treasurer	\$138.76		
Connie Jordan - Cemetery	\$52.86		
FICA and Fed W/H	\$1,393.80		
State W/H for July, August, Sept	\$822.47		
	\$7,046.46		

**October Bills**

Fahey Schultz - Legal Services	\$175.00	Lisa Williams - Election Mileage	\$25.46
Granger - Twp Trash Pickup	\$36.34	Patrick Construction - Window/Door	\$1,075.00
Granger - Cemetery Dumpster	\$70.20	Trim	\$173.52
		PE Office - Phones	

HSV - Limestone & Dirt	\$745.76	S&T Restoration - Painting	\$1,600.00
Hastings Ace - Twp Supplies	\$5.96	S&T Restoration - Maintenance	\$800.00
Ionia Co Road - Road Repairs	\$135.09	Sharon Rohrbacher - Mileage, Supplies	\$286.34
Jeff & Lisa Elenbaas - Burials	\$200.00	View Newspaper - Minutes	\$52.50
	\$1,368.35		\$4,012.82

**Fire Department September Bills**

Consumer Energy	\$353.40	Odessa Twp - Payroll Reimbursement	\$9,574.83
Elan Financial - Phone & Supplies	\$62.36	Odessa Twp - Payroll Reimbursement	\$1,901.82
John Hancock - Pension	\$1,060.00		\$11,476.65
	\$1,475.76		

**October Bills**

Hasting Ace Hardware - Supplies	\$44.97	T-Mobile - Mobile Internet	\$9.90
		Village of Lake Odessa - Water & Sewer	\$203.14
Penn Care - Medical Supplies	\$173.98		\$213.04
	\$218.95		

**Fire Department Payroll August Payroll**

Will Fyan	\$1,428.72	Joseph Graham	\$470.46
Kyle Root	\$182.85	Ethan Perkins	\$239.27
Royal Shilton	\$242.41	Wade Piercefield	\$334.34
Nekoda Hull	\$290.72	Chris Tobin	\$0.00
Craig Winslow	\$161.61	Tyler Gregg	\$132.15
John Thomas	\$87.21	Wyatt Perkins	\$537.85
Eric Possehn	\$323.23	Blake Perkins	\$500.79
Brad Perkins	\$377.95	Travis Scarborough	\$407.02
Erin Scarborough	\$22.03	Gary Jackson	\$416.27
Chad Perkins	\$1,455.36	Jacob DeBruyne	\$145.37
Chad Perkins	\$1,455.35	Cody Perkins	\$0.00
	\$6,027.44	Union Bank FICA & Fed W/H	\$1,894.12
		State W/H	\$1,151.90
			\$6,229.54

Motion by Caudill, support by Williams that the township accepts items in the September audit and approves payment for the October 7, 2024 bills as submitted. Ayes all. Motion carried.

Treasurer's Report – the 101 accounts are running ahead of last year by \$93,585.94 and General Fund Savings/Checking is \$86,912.39. See report for further information.

Cemetery Property Manager Report – not present.

Fire Chief Report – total runs 32, village – 19, township – 12, mutual aid – 1, Medical – 25, Fire other – 5, motor vehicle accident – 2, Hazmat – 0 and total runs as of 9-30-2024 is 278. Caudill stated that she has applied for the Gary Sinise Grant for \$252,240.00 for 18 SDBC's, should hear something in 90 days. The Fire Department may still be in the running for the ARPA FEMA Grant. Fire Chief would like to get the Class A uniforms for

the officers.

### Board/Committee Reports

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

### Action Items

- a. LRA Dissolution Concurrent Resolution – Motion by Secor, support by Barrone to approve the Concurrent Resolution dissolution of the Lakewood Recreational Authority. Roll call vote: Secor – yes, Williams – yes, Rohrbacher – yes, Caudill – yes, Barrone – yes. Motion carried.

Barrone stated at next authority meeting on October 14<sup>th</sup> will wind down, distribute money to entities and paperwork to the township clerk.

- b. Cemetery Brick Entrance Columns – Rorbacher had an estimate of \$1,500.00 for the replacement of columns. Barrone suggested making them wider. Motion by Secor, support by Caudill to table for next year's budget.
- c. Cemetery Tree Trimming – High Point Tree Service trimmed the trees on the east side. There is a tree behind the house that needs to come down. It will be \$1,000.00 a day to trim rest of cemetery and remove a tree.

Motion by Rohrbacher, support by Caudill to approve tree trimming and removal of trees will probably take 4 days and will use carryover money up to \$5,000.00. Ayes all. Motion carried.

- d. Fire Station/Williams Architect Proposal – Caudill would like to see request for proposals from several architects will have a list and RFP requirements for next meeting. It will be 30 days from when the RFP is sent out and looking for special meetings in December.

### Information/Discussion Items

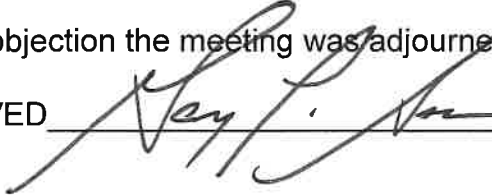

- a. DNR Grant Funding Agreement – Barrone would like to see a check written to the Jordan Lake Trail Board. Secor would like Attorney O'Meara to look at his agreement.

Supervisor Report – T-Line’s court date October 21<sup>st</sup>. Still waiting on Kelly’s final paper work.

Public Comment – Carrie Johnson, 1429 4th Ave, Lake Odessa. By not having the money returned to the Trail Board it has caused substantial harm, could have been in a CD all this time. Johnson would like to get this resolved as soon as possible.

Board comments – Rohrbacher thanked Board members that helped at the cemetery for the Root family funeral.

Without objection the meeting was adjourned at 7:53 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)

October 7, 2024

### TREASURER'S REPORT

1. **Financial Report:** 101 accounts are running AHEAD of last year by \$93,585.94. General Fund Savings/Checking is \$86,912.39 AHEAD of last year. This is putting us in a comfortable position to get some projects taken care of for the Office and Cemetery
2. Here is my annual reminder of our 101 Accounts and their purpose.
  - a. **General Fund Checking**-Normal operating expenses
  - b. **General Fund Carry Over and CD**-Emergencies and unbudgeted increases
  - c. **In and Out Account**-Used for Payroll withholding only
  - d. **Building Fund CD**-Office Building remodel/repair on a large scale
  - e. **Cemetery Capital Improvement**-Capital Outlay expenses for the Cemetery
  - f. **Cemetery Improvement Fund**-Improvements/Projects at the Cemetery, not normal, repairs or maintenance. \$25 from each opening/closing and \$50 each lot sold fund these projects
  - g. **Community Room Improvement Fund**-Improvements/Projects to better or maintain our rental space. \$50 from each rental is deposited in to this account.
  - h. **Special Projects Savings**-Major expenses for office such as copier replacement, roof repairs, flooring, painting....etc.
  - i. **Treasurer's Petty Cash**-Change for Tax Payers
3. The **Winter 2024 Tax Bill** will go in the mail late November.
4. **PPT Notices** went out to 1 property owner for unpaid Summer 2024 Personal Property Taxes. This one qualifies for exemption based upon their SEV, they simply didn't return the exemption form. The property tax law exempts parcels with a one-time form, rather than an annual filing basis, these tax payers will become exempt if they simply fill out the form once.
5. **Community Room Painting** is nearly finished. The kitchen ceiling and walls need a coat of paint, as do the service counter and above the door just outside the kitchen. This will be on hold until the peanut brittle is all made, then I will see what I can pull together to get it finished between rentals. Ethan has been a great employee, as far as, painting and helping with the projects needing a ladder or some strength. If there is no objection, I would like to keep him on as an employee to help our custodian, Abby, with some of the larger jobs such as outside windows and lights, both of which need ladders. Also, there are time when there are late nights and late nights that need clean ups for quick turnarounds for rentals so it will be beneficial to have extra hands and support.
6. **Signs and Banners** There has been discussion in the community about placing signs and banners on Government Property to advertise fund raisers for non-profits. I did some verification and was told by MTA that the Township should not allow this. Because it is public property, allowing advertisement is like using public property for private purpose which is not lawful. The Township could advertise Township functions but not non-township functions.

7. **Noise Ordinance** We have taken the next step in the collection process. The balance ordered by the Judge should be listed as a special assessment on the Winter 2024 Tax Bill. The risk with special assessments is that, although the County 'buys' them, in the case of a forfeiture, if the property sells for less than the amount paid out, the County will require payback by the Township.
8. **Office Repair** the brown aluminum has been replace around three doors to our office building. While the contractor was here, I took advantage of the fact that he was all set up and had some time in the day left so he, also, replace the horizontal brown aluminum on the front of the building. Next summer, we should look into getting the front painted.
9. **Door Painting** is almost finished . S & T is doing a nice job and we look forward to completion.