

THE ODESSA TOWNSHIP BOARD REGULAR MEETING WAS HELD ON 3-07-2022.

Meeting called to order at 7:00 P.M. by Supervisor Secor. Present: Rohrbacher, Williams, Goodemoot and Barrone. Absent: none.

Visitors – Sexton Eddie Salazar, Chad and Shannon Perkins, Deb Kauffman, Darlene Kauffman, Kayla Fyan, Amber Kemp, Kelli and David Arizola, Matt Buche, Terri and Gordon Cappon, Dennis and Karen Kauffman, Melanie Kauffman, Ashley and Drew Faulkner, Carrie Johnson and James Gemmell.

Motion by Goodemoot, support by Williams to approve the agenda. Ayes all. Motion carried.

Opened Public Hearing at 7:01 P.M.

Heard Deb Kauffman's budget questions.

Motion by Goodemoot, support by Barrone to close Public Hearing at 7:11 P.M. Ayes all. Motion carried.

Motion by Goodemoot, support by Secor to approve the February 7, 2022 Regular Meeting as submitted. Ayes all. Motion carried.

Public comment – Darlene Kauffman had questions on the volunteer program. Deb Kauffman stated that the sexton has no internet at the cemetery he can't get emails and he is using his own phone for calls, internet and emails.

Budget Review – the Board reviewed the 2021-2022 Budget.

Motion by Williams, support by Secor to decrease the Roads Project Costs line item by \$16,410.50 and to increase the following line items: Trustees Salary by \$200.00, Clerk Operating Supplies by \$200.00, Treasurer Salary by .50 cents, Treasurer Social Security by \$10.00, Treasurer Capital Outlay by \$1,000.00, Attorney Professional and Contractual by \$7,000.00, Cemetery Repair and Maintenance Supply by \$3,400.00, Cemetery Professional and Contractual by \$4,600.00. To Increase the Cemetery Part Time Wages by \$200.00 funds from Saturday and Sunday Burials. To decrease the Fire Department Wages by \$5,000.00 and increase Fire Department Social Security line item by \$1,000.00 and Fire Professional and Contractual line item by \$4,000.00. Ayes all. Motion Carried.

FEBRUARY BILLS

Gary Secor	\$924.50	AT&T - Twp Phone Bill	\$346.80
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Lisa Williams	\$1,205.4	AT&T - Cemetery Phone Bill	\$115.60
Sharon Rohrbacher	\$1,294.4	Canon - Copier Maintenance Payment	\$44.60
Brad Barrone	\$92.35	Consumer Energy - Twp Gas & Electric	\$660.04
Von Goodemoot	\$92.35	Consumer Energy - Cem Gas & Electric	\$254.40
Eddie Salazar - Cemetery Wages	\$1,102.8	Klein Assessing - Assessor Payment	\$2,925.93
Eddie Salazar - Cemetery Wages	\$950.66	MI St Disbursement - Friend of the Cemetery	\$175.75
Nicole Klahn - Custodian Wage	\$33.25	MI St Disbursement - Friend of the Cemetery	\$175.75
Nicole Klahn - Custodian Wage	\$44.34		\$4,698.87
Connie Jordan - Dep Treasurer	\$148.00		
Connie Jordan - Dep Treasurer	\$172.68		
Lynette Flotz - Clerical	\$30.83		
Union Bank - FICA & Fed W/H	\$1,981.6		
	\$8,073.3		

March 7, 2022 Bills

Apex Software - Supervisor Support	\$235.00	Lisa Williams - QuickBooks Charges/ Payroll	\$596.27
Bert's Glass - Window Repair	\$417.10	Lisa Williams - Twp Vacuum	\$169.56
Cardmember Services - Posters	\$98.80	Mulder - Cemetery Survey	\$4,600.00
Carl's - Cleaning Supplies	\$30.77	Patten Monument - Eldridge Stone	\$3,200.00
Fahey Schultz - Legal Services	\$6,459.5	Sharon Rohrbacher - Supplies	\$132.22
Hutson - Lawnmower	\$3,000.0	Telrite - Twp Phone Bill	\$18.88
Les's Sanitary - Cemetery Dumpster	\$38.00	Telrite - Cemetery Phone Bill	\$1.42
Lakewood News - Minutes/ Meetings	\$840.33	Village True Value - Twp/Cem Supplies	\$111.20
Lisa Williams - Mileage	\$22.23		\$8,829.55
	\$11,141.73		

FIRE DEPARTMENT BILLS

February 15 & 28 Bills

AT&T	\$121.18	Odessa Twp - Payroll Reimbursement	\$13,993.38
Consumer Energy	\$852.13	Wex Bank - Fuel	\$594.25

	\$973.31		\$14,587.63
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March 7, 2022 Bills

Carl's - Supplies	\$132.72	St of Michigan - Radio Activation	\$4,000.00
Chad Perkins - Fuel Cans	\$61.98	Village True Value - Supplies	\$16.99
Reliable Internet - Annual, Router	\$325.00		\$4,016.99
	\$519.70		

January Payroll

Chad Perkins	\$3,606.2	Craig Winslow	\$188.39
Brad Dubuque	\$824.62	William Fyan	\$1,211.87
Royal Shilton	\$344.39	Chris Tobin	\$59.12
John Thomas	\$140.96	James Hyatt	\$394.70
Daniel Williams	\$28.20	Wyatt Perkins	\$422.88
Kristin Dubuque	\$190.30	Blake Perkins	\$535.84
Eric Possehn	\$467.01	Travis Scarborough	\$685.98
Ryan Cisler	\$561.02	Gary Jackson	\$328.49
Nekoda Hull	\$444.04	Union Bank FICA & Fed W/H	\$2,533.76
Brad Perkins	\$535.84	State W/H	\$0.00
	\$7,142.5		\$6,361.03

Motion by Goodemoot, support by Barrone that the township accepts items in the February audit and approves payment for the March 7, 2022 bills as submitted. Ayes all. Motion carried.

Treasurer's Report – the 101 accounts are running about \$126,444.33 ahead of last year. General Fund Savings/Checking is \$64,241.44 ahead of last year. See report for further information.

Sexton's Report – one burial, started cleaning up cemetery had the dumpster pick up a month early. Rohrbacher questioned the trash that was dumped over the bank.

Fire Chief's Report – 39 total runs – 23 calls in the village, 13 calls in the township, 26 medical calls, 10 Covid related, 5 motor vehicle accident, 3 mutual aid and 8 fire related.. February events – CPR Recertification and demoed more electronic jaws.

March events – Ice water training, yearend dinner on March 12th at Wagon Wheel, Eagles Fish Fry and chili dinner fundraiser.

Lakewood Wastewater Report – report not available

Lake Odessa Community Library – minutes available.

Action Items

- a. 2022-2023 Budget Resolution – two changes to the budget reduce Cemetery Capital Outlay line item by \$3,000.00 and move \$1,000.00 from contingencies to Election Operating Supplies line item.

Motion by Secor, support by Barrone to adopt the 2022-2023 Budget Resolution with two changes. Roll call vote: Ayes – Williams, Secor, Goodemoot and Barrone. Nays – Rohrbacher. Motion carried.

- b. Investment and Depository – Motion by Goodemoot, support by Williams to adopt the 2022 -2023 Investment and Depository Resolution. Roll call vote: Ayes – Secor, Williams, Rohrbacher, Goodemoot and Barrone. Nays – none. Motion carried.

- c. General Appropriations Act Resolution – Motion by Williams, support by Secor to adopt the 2022-2023 General Appropriations Act. Roll call vote: Ayes – Goodemoot, Barrone, Secor, Rohrbacher and Williams. Nays – none. Motion carried.

- d. Fund Balance Policy – The Board reviewed the GASB Statement No. 54.

- e. Ionia County Road Department – Secor will follow up with county engineer on gravel bid.

- f. Cemetery Seasonal Part-Time Employee – Secor will post seasonal help ad in the Lakewood News. According to Secor, Supervisor and Sexton will interview the seasonal help employee and bring a recommendation to the board. It was suggested that the seasonal help be trained in all duties of the sexton.

Motion by Secor, support by Goodemoot to place and ad in the Lakewood news for cemetery seasonal help. Ayes all. Motion carried.

- g. Lakewood Recreational Authority Board Appointment – Motion by Secor, support by Goodemoot to appoint Trustee Barrone to the Lakewood Recreational Authority Board. Ayes all. Motion carried.

Information/Discussion Items

- h. Parking Lot Reconstruction Bids – received two bids one from Cornerstone for \$132,800.00 and Weiler Excavating for \$137,830.00. Secor suggest reposting bid.

Motion by Secor, support by Goodemoot to repost parking lot reconstruction bids. Ayes all. Motion carried.

- i. Cemetery Survey – the board agreed to change property line in the southwest corner of cemetery. Terry Kelly would like a decision on the property that is connected to his property on Maier Drive. The township attorney suggested to Rohrbacher to get an appraisal on township property. A local realtor said if the land is unbuildable \$5,000 to \$10,000.00 and if buildable \$20,000.00 to \$30,000.00 and the assessor added township property to current lot and the value was increased to \$38,000.00. Rohrbacher recommendation was to get an appraisal on township property.

Public comment – Matt Buche suggested that you get two part- time help and Fire Chief Perkins stated that trench training for Sexton should be considered. Terri Cappon stated that the village has a committee that interviews potential employees. Melanie Kauffman suggests a partnership between fire and cemetery for possible trench training.

Supervisor comments – none.

Board comments – Trustee Goodemoot presented his resignation. The township has 45 days to appoint a trustee. Rohrbacher would like to see reclassification of the cemetery sexton’s position. Secor stated that changing an at-will employee condition of employment could lead to an unfair labor complaint. Secor also stated that he does not intend on making any recommendations or any changes as to conditions of employment.

Without objection the meeting was adjourned at 8:12 P.M.

APPROVED _____ Submitted _____

Township of Odessa
Sharon Rohrbacher, Treasurer

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

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Phone: 616-374-4237 ext. 11 *
Fax 616-374-4257*
Email sharon@odessatownship.org

March 7, 2022

TREASURER'S REPORT

1. **Financial Report:** 101 accounts are running about \$126,444.33 AHEAD of last year. (Includes ARPA funding) General Fund Savings/Checking is \$64,241.44 AHEAD of last year. **healthy balance because we did not get gravel.
2. **Tax Collection Report:** See Report
3. **State Revenue Sharing** check came in \$31,070.00. This is the last one for this fiscal year leaving us \$50,854 OVER our budgeted total.
4. **Personal Property Taxes:** 2 to collect. They total \$1,388.84.
5. **W.O.W** quarterly payment received \$317.62 which is 5% of their total revenues \$6,352.36 collected in Odessa Township. Their revenue continues to drop.
6. **Bill Paying Policy**, last updated in 2021, authorizes the Clerk and Treasurer to pay all final current fiscal year bills due prior to March 31. No additional motions are necessary. Payments will be audited at the next meeting. **Due to the state of the budget this year, it is highly likely that a special meeting will be needed to cover items outside the Clerk's authorized actions.
7. **Laptop** Unfortunately, my laptop hard drive is failing. I was able to use my old desktop computer to get through the tax collection. I ordered a new one and my subscription to Carbonite worked perfectly to download all of my files. **Plus many that I thought were deleted.
8. Bids Doors/Columns/Entryway. Working on it. Talked to two contractors. The Doors are more complicated than they should be. I will try to get some bids to look at by next month.

LAKESIDE CEMETERY

October O/C=3 Foundations=2 Lots sold=2

November	O/C=6	Foundations=4	Lots sold=0
December	O/C=5	Foundations=3	Lots sold=2
January	O/C=2	Foundations=0	Lots sold=6
February	O/C=1	Foundations=1	Lots sold=0
Foundations for Spring Beach)		New Ones=12	Possible Redo=3 (Jedlowski, Eldridge,