

March 2021

The New Haven Township Board met on March 8, 2021 at New Haven Township Hall located at 2705 Easton Rd Owosso, Mi. It was also accessible virtually using <https://join.freeconferencecall.com/nhtclerk>. The meeting was called to order at 7:00pm by Supervisor Hill.

A roll call was taken. Members present: Trustee Buginsky, Treasurer Eickholt, Supervisor Hill, Trustee LeCureux, and Clerk Wirwicki.

Guests: Dan Winters, Gary Holzhausen, and Debra Robison.

Motion by Supervisor Hill, supported by Treasurer Eickholt to approve the agenda with the following change: added 2-27-2021 to the end of Approval of Budget workshop Minutes. An addition to the expenditures report of the following items: a credit card charge of Treasurer supplies \$11.65 and 21 hours for the Treasurer Deputy \$315 plus 25.02 for taxes. All ayes. Agenda approved.

A motion by Supervisor Hill, supported by Trustee LeCureux to approve the minutes from the February 8, 2021 meeting. All ayes. Motion Carried.

A motion by Trustee Buginsky, supported by Trustee LeCureux to approve the minutes from the Budget workshop from the February 27, 2021 meeting. All ayes. Motion Carried.

Treasurer Eickholt presented the Treasurer's Report as of February 28, 2021. General Fund: \$581,689.76, Two Mil Road Account: \$89,699.14, 12 Month CD: \$matured, Perpetual Care Account: \$38,364.55, Fire Account: \$41,980.96, Ambulance Account: \$19,995.44, Tax Checking Account: \$89,060.13, Six-month Investment CD3-15-2021: \$100,000.00, SATA Account: \$5,464.10 for a total of \$966,254.08.

Motion by Clerk Wirwicki, supported by Trustee LeCureux to approve Treasurer's Report as presented. All ayes. Motion Carried.

#### **Call to Public:**

Gary Holzhausen gave the board an update on County Business.

#### **Old Business:**

Update on lawn equipment available for sale, the lawnmower needs work before listing. Supervisor Hill will be contacting D&G to repair mower.

A motion by Treasurer Eickholt, supported by Trustee Buginsky to leave the regular meeting and begin the budget hearing at 7:40. All ayes. Motion Carried.

There was no public comment or questions pertaining to the purposed Budget.

Treasurer Eickholt asked that the beginning balance be moved to the end of the budget and include an ending balance line to each of the spreadsheets. The changes were made during the Budget Hearing.

March 2021

A motion by Trustee Buginsky, supported by Supervisor Hill to continue the 2020 payrate into the new fiscal year. A roll call was taken. All ayes. Motion Carried.

A motion by Trustee Buginsky, supported by Treasurer Eickholt to end the Budget Hearing and reenter the regular meeting at 8:00pm. All ayes. Motion carried.

A motion by Clerk Wirwicki, supported by Treasurer Eickholt to adopt the 2021-2022 purposed budget. A roll call was taken: all ayes. Motion carried.

A motion by Clerk Wirwicki, supported by Supervisor Hill to have Attorney Flory create a Request for Proposal for bids for lawncare with an expenditure limit of \$400.

A new laptop for the clerk, approved at the February meeting, was purchased for \$938.07. The clerk was able to transfer Quickbooks payroll program to the new computer. All files from the retired laptop have been transferred to the flash drive.

### **New Business:**

A motion by Clerk Wirwicki, supported by Trustee LeCureux, to adopt Resolution 2021-05 General Appropriations Act. A roll call was taken: all ayes. Motion carried. Supervisor Hill declared the motion passed.

A motion by Trustee Buginsky, supported by Supervisor Hill to create a policy establishing a requirement for meeting packets to be available the Friday before a regular meeting. Board members are required to pick up meeting packets on Friday and review them before the Board Meeting. A roll call was taken: all ayes. Motion carried.

A motion by Clerk Wirwicki, supported by Supervisor Hill to create a policy establishing a deadline of the Monday prior to a regular meeting (7 days before a meeting) to have items added to the agenda. Any items to be added to the agenda that were not submitted seven days prior to the meeting may be added to the agenda during the additions, corrections to agenda portion of the meeting. A roll call was taken: all ayes. Motion carried.

There was more discussion about cementing the parking lot. Supervisor Hill will be creating a Request for Proposals for the work.

### **Call to Public:**

Dan Winters of the Planning Commission and an alternative for the Board of Review advised the board that the Board needs to appoint a 2<sup>nd</sup> alternative. No names were presented at this time.

A motion by Trustee Buginsky, supported by Treasurer Eickholt to post on the website the township will provide accommodations for virtual meetings to anyone who contacts the clerk's office 24 hours prior to the meeting to request such accommodation. A roll call was taken: all ayes. Motion carried.

March 2021

**Payment of Bills:**

|                |   | <b>March Expenditures</b> |      |          |          |          |          |
|----------------|---|---------------------------|------|----------|----------|----------|----------|
| Account Number |   |                           | Hill | Eickholt | Wirwicki | LeCureux | Buginsky |
| 101-265-920    | Consumers Energy                                      | \$ 253.57                 |      |          |          |          |          |
| 101-265-850    | Frontier Communications                               | \$ 63.51                  |      |          |          |          |          |
| 101-265-923    | Dol-Jac Propane                                       | \$ 386.28                 |      |          |          |          |          |
| 101-265-850    | Invisalink  | \$ -                      |      |          |          |          |          |
| 101-101-933    | QuickBook Credit Card Charges                         | \$ 23.32                  |      |          |          |          |          |
| 101-253-955    | Late Fee on Treasurer Credit Card (pd Feb 20 due 3/8) | \$ 36.75                  |      |          |          |          |          |
| 101-215-726    | Dell computer on Credit Card                          | \$ 938.07                 |      |          |          |          |          |
| 101-262-851    | Stamps for Perm AV mailing                            | \$ 55.00                  |      |          |          |          |          |
| 101-247-900    | Argus Press BOR notice                                | \$ 24.00                  |      |          |          |          |          |
| 101-567-948    | Pontem software                                       | \$ 650.00                 |      |          |          |          |          |
| 101-262-752    | Election Source (all 3 envelopes and Voter Id cards)  | \$ 326.99                 |      |          |          |          |          |
|                | G & W's Family Lawncare                               | \$ -                      |      |          |          |          |          |
|                | Payroll   | \$ 3,492.17               |      |          |          |          |          |
|                | Payroll taxes   | \$ 895.54                 |      |          |          |          |          |
|                | Treasurer office supply on Credit card                | 11.65                     |      |          |          |          |          |
|                | Darlene Fitzgerald                                    | 315                       |      |          |          |          |          |
|                | payroll taxes on deputy                               | 25.02                     |      |          |          |          |          |
|                | <b>Total Expenditures</b>                             | <b>\$ 7,496.87</b>        | aye  | aye      | motion   | aye      | support  |

The next regular board meeting will be April 12, 2021 at 7:00pm at New Haven Township, 2705 Easton Rd Owosso, Mi.

A motion by Trustee LeCureux, supported by Clerk Wirwicki to adjourn at 8:47pm. All ayes. Motion carried.

Respectfully Submitted,

Heather Wirwicki, New Haven Township Clerk