

Clarendon Township Board Meeting

Monday, January 11, 2021

Regular Meeting Minutes

- I. **Opening:** Present were Steve Schrock, Ericka Tryon, Rose Mary Berry, Tim Anderson and Jim Russell. Also present were five members of the public.
 - A. Meeting called to order at 7:30 PM by Supervisor Schrock followed by the pledge of allegiance to the flag.
- II. **Additions to and Approval of Agenda:** Motion to approve by Rose Mary Berry; second by Tim Anderson; carried.
- III. **Public Voice:** Larry Hyde – Discussed Board of Review Training for 2021 – No current training known for present year
- IV. **Minutes:** Tim Anderson moved to approve the December regular meeting minutes; Rose Mary Berry supported; motion carried.
- V. **Correspondence:** From Robyn Kulikowski (*Assessor*): New State Policy – All Websites must have a poverty application and guidelines posted. Don Burgett to update the Clarendon Township site with specific Guidelines and forms
- VI. **Treasurer's Report:** Ericka Tryon moved to approve Treasurer's report; Tim Anderson supported; motion carried
- VII. **Accounts Payable:** Adjusted Bills from 9028.70 to 9,073.70 after it was brought to the clerk's attention that a bill in the amount of 45.00 had been missed. Tim Anderson moved we approve bills in the amount of \$9,073.70; Rose Mary Berry supported; motion carried.
- VIII. **Committee Reports:**
 - A. **Ambulance Report** (Steve Schrock): Final 3 interviewees to be screened in person. Will choose new director before next township meeting. There has been an increase in mutual aid calls. If down to last ambulance will not respond to mutual aid calls.
 - B. **Homer Lake Board** (Tim Anderson): Meeting January 12, 2021
 - C. **Homer Fire Board** (Rose Mary Berry or Tim Anderson): Covid Grant Received in the amount of 28,000. 1,000 was given to 28 first responders and fire fighters. 2021 Budget was approved. Clarendon had one structure fire in December. Insurance Premiums to increase by 1,000.
 - D. **Tekonsha Fire Board** (Terry Petersen or Steve Schrock): Later in January
 - E. **Zoning Administrator Report** (Randy Shank): Received 1 land use permits
 - F. **Sexton** (Tyler Butters): No Report
 - G. **Planning Commission Report** (Terry Petersen): No Meeting
 - H. **County Road Department Report** (Steve Schrock): No figures given as of yet for how much it will cost to gravel Clarendon Roads. Pending Estimate. Steve Schrock to follow up.
- IX. **Old Business:**
 - A. **Cost Recovery Ordinance:** Tabled.
 - B. **Township Roads:** Pot Holes Filled. Boom Mowing W. Dr. underway
 - C. **Dumpster for Park:** Price of Dumpster TBD
 - D. **Assessor Retirement Plans:** Discussion of Assessor pay increase at March Township Meeting
- X. **New Business:**
 - A. **Increase Minimum Wage for Deputy's:** Will wait to increase Clarendon Township Minimum Wage until Michigan State has decided on the New Minimum Wage. Will revisit after next step increase.

- B. Addendum to Nov 2020 Meeting Minutes:** In order for bank to approve signature cards Rosemary Berry's appointment must be documented in the meeting minutes. *Please see Nov. Minutes > New Office Appointments > Highlighted Section:* Motion to approve by Tim Anderson; second Rose Mary Berry; carried
- C. Election Coordinating Committee Meeting discussed the 2021 Election Calendar on Monday, December 21, 2020:** 2021 Election Calendars:
- *May 4 th Election / Proposal deadline is February 9 th, 4:00p*
 - *August 3 rd Election / Proposal deadline is May 11 th, 4:00p*
 - *November 2 nd Election / Proposal deadline is August 10 th , 4:00p*
- D. Tax Season:** All employees will be receiving tax forms from Clarendon Township Clerk
- E. Budget Review:** Steve, Rosemary, Ericka need to schedule when to meet to discuss 2021-2022 Budget sometime in February.
- F. Parks Fund** – Ideas for utilization of funds include Linear Path, Parking Lot, Beach Sand, Rocks, Flag Pole; Clarendon will have approx. 14,000 to utilize over 4 years. Item to consider is maintenance once new upgrades are installed. After four years the upgrades maintenance will be paid for from the Townships Budget.
- G. Safe Built Records** – Discussed that Safe Built has scanned documents onto flash drive and would like to know if the township would like the hard copies of the information or a flash drive containing the information at 64.30. Motion for flash drive was approved by Tim Anderson; Second Rose Mary Berry; Carried
- H. Risk Limit Audit:** If selected, Clarendon Township need to make arrangements to ensure the auditing process is open to the public (in-person, through Zoom, or recorded and posted on your city/township web page). Clarendon Clerk, Ericka Tryon, will be in touch with Supervisor Steve Shrock and Deputy Supervisor Don Burgett should Clarendon Township need to make this information viewable to the public on the Township Website.
- I. Precinct Audit Date:** Teri Lowe, Ericka Tryon, and potentially Kimberly Griffith will be conducting the Audit to review votes cast in the Nov 2020 Election on Tuesday, January 19th at 12:30 pm EST. at Clarendon Township Hall
- J. Odd Brother Craft Cider:** Derek Sherman Requested Permit to be able to sell Packaged Products to members of the public. Proposal Approved. Motion approved by Tim Anderson; second Rose Mary Berry; carried

XI. Public Voice:

- A.** Gary Tompkins, County Commissioner spoke to the vaccine distribution in Michigan and road development

XII. Land Use Permits:

- A.** McKean – Barn; Motion to approve by Tim Anderson; second by Rose Mary Berry; carried

- I. Adjournment:** Meeting was adjourned at 8:36 PM.

Respectfully submitted,
Ericka Tryon, Clerk

Steve Schrock, Supervisor

Ericka Tryon, Clerk