



## GREENWOOD TOWNSHIP REGULAR MEETING

### MINUTES

2.11.2019

7:00 PM



Call to Order  
Pledge of Allegiance

**Members Present:** Tom Deater, Sandra Gustman, Ron Stroven, Stacey Budde, Cora Conley

- 1) Agenda - motion by Ron Stroven to approve as presented. **In Favor 5-0**
- 2) Minutes of 1.14.2019 Regular Meeting – motion by Ron Stroven to approve as presented. **In Favor 5-0**
- 3) Treasurer's report of 1/31/2019: Motion by Tom Deater to approve as presented. **In Favor 5-0**
  - a) Fund Balance = \$300,481.81
  - b) Restricted Balance = \$60,263.88
  - c) Balance Available for Township operations = \$240,217.93
- 4) Public Comment: (Please limit comments to three minutes)
  - a) Tom Deater advised of Oceana Conservation District tree sale and Jamie Holcomb suggested putting the info on the website.
  - b) Kay Ohrling asked about the cost to pave a road and a general discussion about road repairs took place.
  - c) Jamie Holcomb stated that the OCRC did not plow 192<sup>nd</sup> South of Garfield well or timely during the last storm; yet, North of Garfield was cleared. It was suggested the public should contact the road commission directly if this occurs in the future.
- 5) Committee Reports:
  - a. Fire board meeting - Ron Stroven stated the Board will meet on 2/20.
  - b. Library board meeting - Marie Rose presented minutes of 1/15.
  - c. Cemetery board - no meeting
  - d. Planning Commission meeting minutes of 2/5/19 were presented by Ron Stroven.
- 6) Correspondence / Communication Inquiries
  - a) Brine Program 2019 – Motion by Tom Deater to select Michigan Chloride Sales LLC for 2 brinings to completed the end of May and the end of July 2019. **In Favor 5-0**
  - b) Oceana Conservation District Household Hazardous Waste Disposal Program – Motion by Cora Conley that we contribute \$300. **In Favor 5-0**
  - c) Property 64-019-033-200-15 – a copy of the letter Rick Mansfield, Zoning Administrator, sent to Mrs. Snell regarding blight complaints was received.
- 2) Old Business:
  - a) Property located at 6698 E Skeels Rd (blight complaint) - Tom Deater stated there is no change in status.
  - b) Parking Lot Lighting Project - Tom Deater discussed this improvement project with Nieboer Electric. The light will be placed on the North side of the parking lot and Nieboer will contact Tom to schedule.
  - c) Tree trimming and tree removal status updates (Tabled until Spring 2019):
    - i) Township Hall
    - ii) Acker Lake
    - iii) Taylor Bridge
  - d) Fencing status updates (Tabled until Spring 2019)
    - i) Acker Lake
    - ii) Dump (Quote pending)
    - iii) Cemetery

- e) Troyer heavy equipment rental - Kay Ohrling advised Mr. Troyer was scheduled to attend the Planning Commission meeting in February to answer Commission's questions about rental activities and permitting requirements; however, he did not attend. Tom Deater will follow up with Mr. Troyer.
  - f) Website: Tom Deater will provide summary of the Township history for placement on the website. Cora Conley advised she will schedule with Fremont Computer for training to perform our website updates.
- 3) New Business:
- a) Board Appointments:
    - i) Planning Commission - Motion by Tom Deater to reappoint Ron Stroven retroactively to term of 1/1/19 – 12/31/21. **In Favor 5-0.**
    - ii) Zoning Board of Appeals – Tom Deater advised that Glenn Spaulding is the 3<sup>rd</sup> member, and the Chairman will be appointed in January.
    - iii) Fire Board – Motion by Cora Conley to affirm appointments of Al Deater and Ron Stroven to terms of 1/1/19 – 12/31/2021. **In Favor 5-0.**
    - iv) Library Board – Marie Rose confirmed the terms have always been 4 years.
    - v) FOIA Coordinator - Motion by Sandra Gustman to change term expiration of FOIA coordinator from "Indefinite" to 11/10/2020 in alignment with Cora Conley's (current FOIA Coordinator) term expiration. **In Favor 5-0**
    - vi) White River Zoning Review Board (WRZRB) - Motion by Ron Stroven to change the term for the WRZRB expiration from "Indefinite" to 8/27/2021. **In Favor 5-0**
  - b) Salary, Wages, Expense Reimbursement -Pay Period Policy: Motion by Cora Conley that the beginning of a pay period be established as the first day of each month, and the last day of each month be established as the end of the pay period, with remittance scheduled for the day after the regular monthly board meeting, following approval of the expense by the Board. **In Favor 5-0**
  - c) Cash/Check Receipts Policy – Motion by Sandra Gustman that the policy shall require all checks or cash received by a Township Official to be remitted to the Treasurer on or before the last day of each month in order that the Treasurer may issue receipts to payees timely (examples: zoning permit fees, ordinance book fees, etc.) **In Favor 5-0**
  - d) Budget 2018-19 Amendment –Motion by Deater to increase the Assessor budget \$1500. **In favor 5-0**
  - e) Budget 2019-2020 - Tom Deater presented the proposed budget.
  - f) Budget 2019-20 public hearing date shall be 3/11/19 at 6:30 pm.
- 4) Board discussion:
- a) Marijuana law and Greenwood Township - Tabled. Both the Planning Commission and Regular Board members will research in preparation for future discussion.
  - b) Policy & Procedure update workshop – the next meeting will be on March 5 at 6:00 pm
  - c) Defibrillator – Tom Deater will research potential purchase.
  - d) The White River Zoning Review Board has a zoning variance meeting scheduled for 2/19.
- 5) Payment of Bills - Motion by Ron Stroven **In Favor 5-0**

Meeting ended at 9:00 pm

**APPROVED**

*Cora Conley*