



GREENWOOD TOWNSHIP REGULAR MEETING
MINUTES - 5.11.2020 - 7:00 PM
HELD BY TELECONFERENCE



- 1) Call to Order by Deater at 7:00 pm.
- 2) Roll Call:
 - a) Board Members present: Deater, Gustman, Conley, Budde, Stroven
 - b) Public present: Steve Stroven, Melissa Stroven, Jamie Holcomb
- 3) Approve agenda as presented – motion by Stroven **I/F 5-0**
- 4) Bills & Payroll - authorization to pay - motion by Stroven **I/F 5-0**
- 5) Approve Minutes from 04.13.20 meeting of the Regular Board as presented – motion by Conley **I/F 5-0**
- 6) Treasurer’s report of 4/30/2020 – motion by Deater to approve **I/F 5-0**
 - a) Fund Balance = \$294,055.24
 - b) Restricted Balance = \$10,191.48
 - c) Balance Available for Township Operations = \$283,863.76
- 7) Old Business:
 - a) Acker Lake project: Deater advised the quotes for fencing and clean up are still pending.
 - b) Republic Services insurance claim: Conley advised insurer will pay the claim less our deductible.
 - c) MTPP – Risk Reduction Grant Program – Conley advised she checked with the program administrator and learned our ideas for grant monies under the program (AED for hall and fire depart. equip.) do not qualify.
 - d) Notary – Conley advised to add another notary would require new bond being issued. Motion by Conley to add Melissa Stroven as a notary for the township. **I/F 5-0**
 - e) Fixed Asset Capitalization Policy – Motion by Conley to increase cost of asset to be capitalized to \$1000 or more (from \$500) per auditor recommendation of 10/14/19. **I/F 5-0**
 - f) Policy & Procedures manual – motion by Deater to adopt the draft policy & procedure manual. **I/F 5-0**
 - g) Tax Bills – discussion held related to paying Treasurer for extra time which will be required in assuming responsibility for preparation of the Township’s upcoming property tax bills. Board members believe this was approved previously and included in the 2020-21 budget. Board will review the budget & minutes.
- 8) New Business:
 - a) State Revenue Sharing projected decline – Gustman reported the State advised townships could experience a revenue cut either side of 50%. Board agreed future township projects including road improvements could be impacted.
 - b) Covid-19 & Township’s plan for “re-opening”. Budde agreed to prepare a draft plan.
 - c) Cyber Insurance – Conley reported she submitted an application for quote and it is still pending.
 - d) Brining – Deater reported dates for brining are pending.
- 9) Committee Reports:
 - a. Fire Board meeting minutes – 4/16/20: Stroven advised minutes are pending.
 - b. Library board April meeting minutes were presented by Holcomb.
 - c. Planning Commission – no meeting

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PAGE 2

10) Correspondence / Communication Inquiries: None

11) Public Comment: (Please limit comments to three minutes): None

12) Board discussion/comments:

a) Dump days:

i) Board agreed a June dump day is needed and there was discussion related to how to do it safely.

ii) Conley suggested the board consider loss mitigation actions prior to our next dump day.

iii) Gustman posed use of the transfer station for dump days as a potential future cost-effective & lower-liability option for the township. Deater will research.

b) Gravel: Gustman inquired about using the gravel previously purchased by the Township. Deater estimated it to be enough to improve one mile of road and will discuss our options with the County Road Commission.

c) Fire ban: Deater reported there is currently a fire ban due to dry conditions.

13) Motion by Stroven to adjourn. **I/F 5-0** at 8:08 pm

 