



GREENWOOD TOWNSHIP REGULAR MEETING - HELD BY TELECONFERENCE
MINUTES
12.14.20
7:00 PM



Attendance by Roll Call: Present - Jeff Hunt, Sandra Gustman, Cora Conley, Stacey Budde, Al Deater
Public in Attendance: Kay Ohrling, Ron Stroven, Melissa Stroven, Steve Stroven, Jamie Holcomb

NOTE: All voting was done by roll call vote

- 1) Call to Order by Hunt at 7:00 PM.
- 2) Agenda: Approved as amended. Motion by Conley I/F 5-0
- 3) Minutes from Regular Board meeting of 11/9/2020: Approved as amended. Motion by Hunt I/F 4-0 with Deater abstaining.
- 4) Treasurer's report of 11/30/20 presented by Gustman – approved as presented. Motion by Conley, supported by Deater. I/F 5-0
 - a) Fund Balance = \$238,445.74
 - b) Restricted Balance = \$10,194.46
 - c) Balance Available for Township Operations = \$228,251.28
- 5) Old Business:
 - a) Assessor: Hunt is handling - VanHessel will make required revisions and contract will be signed.
 - b) Blight - Refer to 10/12 minutes Item 11(i): tabled until January when it will be scheduled in coordination with the Planning Commission.
- 6) New Business:
 - a) Ordinance Enforcement Officer: Hunt proposed combining the Ordinance Enforcement Officer position (currently vacant) with Zoning Administration, with enforcement becoming the duty of the Zoning Administrator. Discussion took place including the history of the two positions. Motion by Conley, supported by Gustman, to combine the Ordinance Enforcement Officer position and the Zoning Administrator position into one position known as Zoning Administrator, with compensation at the current salary of the Zoning Administrator, with no adjustment, and to form as policy related to violation enforcement, that the Township Supervisor will accompany the Zoning Administrator during any property visits where blight violations will be addressed with the property owner. I/F 5-0
 - b) Board of Review: Motion by Conley, supported by Budde appointing Melissa Stroven as Member. I/F 5-0
 - c) Zoning Board of Appeals:
 - i) Al Deater resigned his appointment on the ZBA effective 12/14/20.
 - ii) Motion by Budde, supported by Deater appointing Jamie Holcomb as Member. I/F 5-0
 - iii) Motion by Budde, supported by Conley appointing Hunt as Alternate Member. I/F 5-0
 - d) Planning Commission: Motion by Conley, supported by Budde, appointing Deater as Member. I/F 5-0.
 - e) Fire Board:
 - i) Ron Stroven's resignation effective 11/27 was received by the board.
 - ii) Motion by Conley, supported by Gustman, appointing Steve Stroven as member effective retroactively on 11/28. (This appointment was initially made at the November 9th meeting prior to formal receipt of Ron's resignation; therefore, a formal reappointment was required.)
 - f) Freedom of Information Act (FOIA) Coordinator: Motion by Deater, supported by Gustman, appointing Conley as Coordinator. I/F 4-0 with Conley abstaining.

- 7) Committee Reports:
- a. Fire Board meeting minutes were presented by Deater.
 - b. Library board meeting minutes were presented by Holcomb.
 - c. Planning Commission minutes were presented by Kay Orhling.
 - a. Orhling advised that Folkema requested she inquire of the Board if the Township would return their deposit (in lieu of a bond) in advance of the project's completion so that Folkema could use the funds to pay the contractor finishing the excavation. The Board's consensus was "No".
 - b. Hunt will check with MTA for opinion related to including the names of property owners in Township minutes as related to blight violations and actions being taken by the Board toward resolution.
- 8) Correspondence / Communication Inquiries: Dominion / Election Source Email in response to media reports of election fraud allegations was received and distributed to the Board.
- 9) Bills & Payroll - Review & Authorization to pay: as amended to include payment of \$950 invoice to Election Source for public accuracy testing, programming, etc. Motion by Deater, supported by Budde. I/F 5-0
- 10) Board discussion/comment:
- a) Oath – Conley reminded all board members that Oaths must be taken before Jan 1.
 - b) Fire millage distribution – Gustman advised the Board that a change in timing of the distribution of the fire board tax monies collected was being implemented and will align with Michigan law related to collections and distributions. The change will eliminate the need to open a new bank account for Fire Fund monies as initially advised was necessary in a past audit. She advised that she has discussed the change with Bobbi Stratton (Hesperia Fire Department) and Bobbi approves. Deater stated that Joni David (Hesperia Fire Department) was going to check with their auditor; however, otherwise Joni approves of the change as well. Gustman also stated the Township will be required to make up the difference between the assessment and the collections related to the Headley rollback.
 - c) MTA training – Conley advised of upcoming (online) training for incoming officials. Motion by Conley, supported by Budde, to approve payment for training and manuals for Trustee and Supervisor should they choose to attend. I/F 5-0
 - d) Revised Pay Request form – Conley advised she revised the form and will distribute it.
 - e) Sidewalk & lighting – Conley advised she contacted the State to inquire if perhaps the new sidewalk and lighting might qualify for reimbursement under the State's Covid response program fund. The State advised that capital expenses were not reimbursable. Conley noted that the expenditure was not contingent on the State's reimbursement.
- 11) Public Comment: Jamie Holcomb inquired about road maintenance plans for 2021 and whether the Board had acted on the "Wish List" input collected annually by the Road Commission. Specifically, Jamie asked if 184th and Wilke roads would be repaired in 2021 after being initially approved for 2020 and then cut so that Arthur Rd could be chipped and sealed. He also asked if 192nd/194th project was going to start in 2021 as planned. Hunt stated 192/194th is still planned for 2021-2023 including the bridge at the 192nd/194th curve. Jeff stated he would follow up on the 2021 wish list to ensure our input is considered by the Road Commission. Conley stated the Board, in developing the budget, will need to consider our current fund balances and fund requirements along with anticipated incoming Revenue in determination of potential spend on repairs for 2021.
- 12) Adjournment: Motion by Hunt, supported by Conley to adjourn at 8:55 PM. I/F 5-0

APPROVED

Lora Conley