

ARTHUR TOWNSHIP BOARD MEETING MINUTES June 8, 2020 7:00 PM

Township Hall 3031 S. Athey Ave, Clare, MI 48617

7:04 p.m. Meeting called to order by Supervisor Bednorek with the Pledge of Allegiance.

ROLL CALL: Present: Matthew Bednorek, Jim Walter, Anna Sharp, Janice LaRose
Absent: Jim Griffor

AGENDA: Add Lawn Care Service and Tax Bill Printing

Supervisor Bednorek motioned to accept agenda as corrected, seconded by Trustee Walter. Voice vote: All "ayes" – carried.

APPROVAL OF MINUTES:

- May 11, 2020 Regular Board Meeting
Walter motioned to accept minutes as corrected, Sharp seconded
Voice vote: All "ayes" – carried
- May 19, 2020 Special Meeting
Sharp motioned to accept minutes as corrected, Bednorek seconded
Voice vote: All "ayes" – carried

FINANCIAL REPORTS: Monthly report on all bank account activity and projected general fund balance with current encumbrances, Profit & Loss and Balance Sheet for March, and listing of checks from March journal presented.

Bednorek motioned to accept with date correction on Bank Account Activity, LaRose seconded.
Voice vote: All "ayes" – carried

ACCOUNTS PAYABLE: LaRose reviewed bills paid and additional bills to be paid.

Bednorek to investigate Internet bill payable to the County, we may not be required to pay.

Sharp to review and get quotes for insurance before renewing with current carrier, premium renewal due mid August.

Sharp motioned to approve reimbursables and additional bills with the exception of Internet and Insurance renewal, Bednorek seconded.

Roll Call: Jim Walter, yes; Matt Bednorek, yes; Anna Sharp, yes; Janice LaRose, yes

PUBLIC COMMENT / GUEST SPEAKERS: Javian Coats, inquired about the Cedar Road bridge as to when it is scheduled to be repaired. Per Supervisor Bednorek, it has not been scheduled by the County yet, but he will research.

UNFINISHED BUSINESS:

- **Snow Removal:** Need to look into option of employee conducting maintenance and parameters of liability insurance coverage. Anna will verify when getting quotes. Bednorek motion to table to next meeting, Sharp seconded.
 - Voice vote: All "ayes" – carried
- **Cemetery Tree:** Due to weather removal was delayed. LaRose to contact Dave to get new date.
- **Road Millage Wording/Attorney:** Sharp motioned to renew at 2 mil, Bednorek seconded and will present wording to attorney for approval/revision to be added to November ballot. Must be submitted by July 25, 2020.
 - Voice vote: All "ayes" – carried
- **Foundation Repair:** Bednorek motioned to move forward with the repairs as recommended by Javian Coats and Jim Griffor, Seconded by LaRose
 - Voice vote: All "ayes" – carried
- **Dehumidifier:** Bednorek to donate funds for dehumidifier for the hall

- **Lawn care Service:** Jim Walter called to have Jenkins mow, the cemetery had been done, but the new crew missed the hall. Walter does not want to be the responsible party to call for mowing. LaRose to follow up with Jenkins to decide a better method. Will suggest mowing on an “as needed” basis not to mow unless grass is over 4 or 5”.
- **Tax Bill Printing:** Sharp was notified that the County will be outsourcing the printing and mailing of tax bills at a cost of \$0.70 per bill (includes postage). This will cause an added cost due to multiple properties by same owner will not be combined into one envelope. Sharp motioned to rescind previous motion for County to process the Township tax bills, the Treasurer will handle printing and mailing, Seconded by Bednorek.
 - Voice vote: All “ayes” – carried

NEW BUSINESS:

- **COVID-19 Plan for Auditor:** Anna to post on door: We adopt all CDC and State of Michigan recommendations social distancing
Voice vote: 3 “ayes” 1 “nay” – carried
- **Procedure Updates:** Review updates financial procedures for: Receipts, Disbursement, Treasure, and Payroll. Updates implemented name changes; procedures did not change. Bednorek motioned to adopt procedure updates as presented with corrections, Walter seconded.
Voice vote: All “ayes” – carried
- **Review awarded FDCTV Grant:**
- **Elections:**
 - Preliminary and Public Tabulator Testing:
 - Prelim: July 6, 2020 6:00 PM
 - Public: July 8, 2020 6:00 PM
 - Still need Democrat Election Inspectors
 - Getting list from County of trained inspectors.
 - COVID-19
 - Bureau of Elections will provide PPE for voters and poll workers
 - Gloves, masks, sneeze shields, hand sanitizer, and alcohol wipes
 - Ballot Test Charts:
 - We can order pre-printed test ballot and test charts from Spectrum Printing at a cost of \$70 per ballot type.
- **Signage for Recycling receptacle and cemetery:**
 - Janice will look into getting quote for recycling receptacle
 - Contact Jeff Smith regarding cemetery signs, cleaning and/or replacing.
- **Newsletter:**
 - Janice will put together for Anna to include with tax bills.

MEETING ADJOURNED AT 9:00 p.m.

Submitted by Janice LaRose, Clerk