

Maple Valley Township – Coral Community Hall 7662 N Bailey Rd. Coral, MI 49322
Regular Board Meeting Minutes for November 14, 2022

At 7:00 pm the Oath of Office was given by Blaine Gebhardt to recently elected Supervisor, Dan Boes, Clerk, Andi Knapp & Trustee, Tim Thornhill

Meeting called to order 7:10 pm / Pledge of Allegiance by Dan Boes

Board Members Present: Dan Boes, Marianne Schwandt, Lee Frandsen, Andi Knapp & Tim Thornhill

Guests Present: Kathy Bresnahan- County Commissioner, Michael Beach-Assessor, approximately 55 community members signed in.

Approval of Agenda: Motion Frandsen 2nd Schwandt to approve the agenda. Motion passed unanimously.

Approval of Minutes: Motion Frandsen 2nd Thornhill to approve Minutes from October 10, 2022 Reg. Board meeting Motion passed unanimously.

Supervisor's Report: Dan thanked the community for their support and is very excited to get working on various projects within the township.

Treasurers Report: Beginning Balances – General Fund \$664215.62 ARPA/Covid Relief Fund \$248482.39 Ending Balances - General Fund \$687461.49 , ARPA/Covid Relief Fund \$241448.58 with additional CD's & Tax accounts Total Ending Balance \$1,320,235.92 **Motion** Frandsen 2nd Thornhill to approve Treasurers Report as presented. Motion passed unanimously. Cemetery Trust CD at Mercantile Bank came to term \$5504.50, deposited in General Fund. Cemetery Trust CD at Independent Bank coming to term \$4380.37 – **Motion** Schwandt 2nd Knapp to cash out CD at Independent Bank and to deposit in Cemetery Account. Motion passed unanimously.

Clerk's Report: Thanked all the Election workers for all the great work put in to running a smooth election experience for the voters. Total of 880 voters, only had 11 absentee ballots not returned.

Report from County Commissioner – Kathy Bresnahan: Thanked everyone for their support and it was an honor to serve the residents of Maple Valley Twp.

Report from Planning Commission: Working on Ordinance Book sections 8, 9 & 10.

Report from Zoning Administrator – Dave Kelsey: no report, not present.

Report from Assessor – Michael Beach: Tax bills are getting ready, going to the printer. December Board of Review will be held on Thursday, December 15, 2022 at 4:30 pm. Michael then presented a resignation letter effective November 30 2022 being his last day to the Supervisor. Motion Frandsen 2nd Schwandt to accept Michael Beach Letter of Resignation. Motion passed unanimously.

Report from Community Center: One rental in October. There is a person interested in renting the Community Center each Sunday starting in January through March, need to look at how contract reads to give a price for deposit.

Report from Fire Board: No fire report

Reading of the Bills: Ck #9127 - #9169 (plus online payments) Totaling: \$71,266.70 **Motion** Frandsen 2nd Thornhill to pay bills as presented. Motion passed unanimously. Marianne Schwandt also presented the bill for Steve Lewis painting, invoice was not given to the Clerk prior to the meeting. **Motion** Frandsen 2nd Thornhill to pay Steve Lewis from ARPA funds once the invoice has been turned in to the Clerk. Motion passed unanimously.

Old Business:

- A. ARPA/Covid Money – Received second check from Montcalm County for \$50,000 – confirmed with our County Commissioner that there is no stipulations on what the money from the county is spent on and that it does not have to be in the separate APRA bank account.
- B. Phone and WIFI has been upgraded to new equipment and there is WIFI in the Community Center. May need to get a booster for the community center if it seems to not have enough service.
- C. Knapp presented the board with a new proposal from Total Solutions LLC. It includes up to 100 hours of work at \$65/hr, Training for Clerk up to 15 hours, Training for Treasurer up to 15 hours & Post project findings report \$325 – Total for all \$8775.00. Motion Knapp 2nd

Frandsen to hire Total Solutions for entire proposal of up to \$8775.00. Motion passed unanimously.

- D. Budget Adjustments – **Motion** Knapp 2nd Thornhill move money under Complex Bus Garage repairs and maintenance / electric into General Fund. Roll Call Vote: Frandsen – yes, Knapp – yes, Thornhill – yes, Schwandt – yes, Boes – yes. Motion passed. **Motion** Knapp 2nd Boes to adjust the budget to reflect the correct salary amounts for Clerk and Treasurer as voted by resolution at the February 2022 Board meeting. Roll Call Vote: Frandsen – yes, Knapp – yes, Thornhill – yes, Schwandt – yes, Boes – yes. Motion passed

New Business:

1. Discussion about the various projects that need to be looked at around the Township Office and Community Center. The clerk will advertise the electrical scope of work and for a cleaning service for the Community Center to get bids/quotes. Will bring back contracts with scopes of work to review to make contracts for Cemetery Sexton/Groundskeeper, mowing contract (parks), plowing.
2. Credit Card – **Motion** Thornhill 2nd Schwandt to get three (3) credit cards through CFFCU with credit limit of \$5000 on each card, with three (3) authorized users Supervisor, Clerk & Treasurer. Motion passed unanimously.
3. New Attorney – Proposal from Leslie Abdoo from Foster, Swift, Collins & Smith out of Grand Rapids. Supervisor is going to speak with Pine and Cato Township, as they use this law firm as well, to ask about working with her.
4. Office Furniture – Looking at getting rid of the cubicles in the office, makes it very closed off and prohibits good lighting, want a more open and friendly office atmosphere. Thornhill suggested looking on orbitbit.com
5. Septic System – Motion Knapp 2nd Frandsen to hire Richards Septic to assist in finding the lids to the septic tank and get it pumped. Motion passed unanimously.
6. Building sign - need to decide what kind of sign we want for front of the building. Gary Patton had been contacted by the previous Supervisor but nothing has been given to the board for review.
7. MTA Classes – MTA Treasurers workshop is available on November 22 or 29th, Treasurer was not interested in attending. **Motion** Knapp 2nd Thornhill to cover the cost of the MTA New Official Training on Dec. 16th for any board member wanting to attend. Motion passed unanimously
8. Montcalm MTA dinner is December 13th at McKenna's in Lakeview.
9. Playground proposals were given to the board members from Melissa Stout. Board thanked her for her work on gathering information about playground equipment, but there was no formal discussion/ budget set nor motions made by the previous board. We will review after we have looked at all the projects that need to be done in the township. Tim Thornhill mentioned looking at the Ball Park and possibly a new score board.

Public Comment: Started at 8:30 pm Ended at 8:58 pm. A few things mentioned:

Welcome new board members!

Ball Park improvements needed – garbage cans & cleanup

Blight is getting out of hand and need to have a strong ordinance in place – Paris Rd, Coral

Boy Scout Building is a disaster, litter blowing all over, safety concern and has been this way for a couple of weeks.

Deputy Treasurer position needs to be advertised that it will lead into becoming the Treasurer with a timeline.

Veteran's Park proposal was sent to board in September, none of the new members have it.

Sparks Grant through the DNR for playground equipment.

Reynolds Township officials encourage our board members to take all the training available from MTA

Adjournment: **Motion** Frandsen 2nd Thornhill to adjourn at 8:59 pm. Motion passed unanimously.

Respectfully submitted: Andi Knapp MVT Clerk **Next Meeting: Monday, December 12, 2022, 7:00 pm**