

Maple Valley Township – Coral Community Center 4662 N Bailey Rd. Coral, MI 49322  
Regular Board Meeting Minutes for **May 8, 2023**

Meeting called to order 7:00 pm / Pledge of Allegiance by Supervisor, Dan Boes

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

Absent: None

**Guests Present:** approximately 15 community members signed in.

**Approval of Agenda:** **Motion** Frandsen 2<sup>nd</sup> Thornhill to approve the agenda Motion passed unanimously.

**Approval of Minutes:** **Motion** Frandsen 2<sup>nd</sup> Thornhill to approve Minutes from April 10<sup>th</sup> Regular meeting Motion passed unanimously.

**Public comment on Agenda items:** 7:01 to 7:05 pm Comments included: Forensic Review 5 year range, Clerk Education, Cleaning up previous Clerk mess, Love seeing the improvements being made to the building & lighting

**Supervisor's Report:** No report

**Treasurers Report:** Beginning Balances-General Fund \$924599.63 ARPA Fund \$151,373.68 Ending Balances - General Fund \$911,655.45, ARPA Fund \$144,555.86 & with additional CD's & Tax accounts Total Ending Balance \$1,228,314.34 **Motion** Knapp 2<sup>nd</sup> Frandsen to approve Treasurers Report. Motion passed unanimously. Discussed Cemetery CD options at Independent Bank – decided to leave Cemetery CD's as is because we may need the money for upcoming cemetery improvements.

**Reading of the Bills:** Ck # 9295 - #9320, ARPA Checking #1012-#1013 (plus online/CC payments) Totaling: \$20957.11 Adding Ck#9271 from March 2023 for \$88.10 **Motion** Schwandt 2<sup>nd</sup> Frandsen to pay bills as presented. Yes: Knapp, Frandsen, Thornhill, Boes, Schwandt Nays: None Motion passed.

**Clerk's Report:** **Special Election** on May 2, 2023 went very well. Had a total of 230 voters, with 194 of them being absentee ballots. 194 ballots returned out of 235 absentee ballots mailed out. Set up the voting booths and tables differently to provide a better flow of traffic. Currently waiting for MI Legislature to vote on changing our Presidential Primary to February 27, 2024. We are currently planning on 3 elections in 2024 ( February, August or June & November) Still lots of changes happening due to the adoption of Proposal 22-2 – state is looking into new software, which will mean for training for Clerks/Deputy Clerks & all election workers. **Office Update Project:** Have almost everything completed. New lights are up over the bulletin board and drop boxes. **Clean Up Day:** Was a great success! All 6 dumpsters were full. \$145 in fees were collected for mattresses. Thank you to all the worked – Dan Knapp, Dan Boes, Mike & Robin Poulsen, Lee Frandsen, Susan VanEnk, Kevin & Jan Olson. We have a bid from a company for our Fall Clean Up – it would be \$600/dumpster and they would provide the equipment and manpower to run it. They would also accept tires for \$3/tire. We paid \$2800 to Republic for 6 dumpsters (\$467/dumpster) it would be \$133/dumpster more for company to run it for us. Would like to get a date chosen soon so the information can be printed and distributed with the Summer Tax bills going out on July 1.

**Report from County Commissioner, Pat Carr:** not present

**Report from Planning Commission:** no meeting in May

**Report from Zoning Administrator – Dave Kelsey:** not present

**Report from Community Center:** No rentals for April. Cleaning estimate to finish deep clean 4 to 5 hours additional. **Motion** Thornhill 2<sup>nd</sup> Frandsen to approve the finish of the deep clean at the community center at \$32/hr. Motion passed unanimously.

**Report from Fire Board:** Dani Kain got the Trufant Emergency Siren working, discovered that the power to the Coral Emergency Siren was turned off – the clerk has put on a master lock on the power box in Coral Park to avoid this in the future. 3 runs last month.

**Old Business:**

- A. Website Proposal: The Board was presented with 4 different website proposal to review. **Motion** Thornhill 2<sup>nd</sup> Schwandt to accept the bid from Munibit.com/Ree Schilling for \$70/month. Motion passed unanimously.
- B. Sexton Proposal: The Board was presented with 2 different proposals for Grave Digging Services. **Motion** Schwandt 2<sup>nd</sup> Frandsen to accept the proposal from Heckman & Son Lawn Care – April 1, 2023, to March 31 2024 for Burials. Motion passed unanimously.
- C. Cemetery Maintenance Proposal: The board was presented with 2 proposals for cemetery maintenance. **Motion** Schwandt 2<sup>nd</sup> Frandsen to accept the proposal from Heckman & Son Lawn Care for Coral & Trufant cemeteries maintenance (mowing & trimming) including Spring & Fall Cleanup for \$15,000.
- D. Parks /Municipal Property Mowing Proposals: The Board was presented with 4 proposals for the park mowing/trimming. **Motion** Knapp 2<sup>nd</sup> Thornhill to accept the proposal from Steve Kain for mowing/trimming of Coral Park & the municipal property in Coral - \$150/mowing & \$300 Spring Clean up & \$350 Fall Clean up. And the proposal for mowing /trimming from Heckman & Son Lawn Care for the Parks in Trufant to include Petersen Park, Veterans Park & in front of the Trufant Ball Field for \$2500 for the mowing season (20 - 23 weeks) including Spring & Fall Clean up.

**New Business:**

1. **Tax Bill printing:** Any information to be included on the back of the tax bills or for a separate page/newsletter need to be to Marianne by June 10<sup>th</sup>. Clerk will gather information for a newsletter to be included with the tax bills.
2. Coral Park – There have been questions about the boundaries between the park and the Church property. **Motion** Frandsen 2<sup>nd</sup> Thornhill to pay to have the Coral Park surveyed and establish boundaries. The Clerk will contact 3 different survey companies and choose the lowest quote. Motion passed unanimously.
3. Cemetery – looking into new Cemetery Management programs, the one the township currently has is on a laptop that is 15 years old, the program can not be updated or backed up, have attempted to contact the program company with no luck.

**Public Comment:** Started at 8:04 ended 8:19 pm - Things mentioned: **Memorial Day Service will be held in the Coral Cemetery on Monday, May 29, 2023 at 11:00 am**

The Clerk will be getting new flags for the cemeteries and Parks.

Need the Cemetery Rules & Regulations on the website and they need to be enforced – no planting of trees, shrubs, bushes, no fences, enclosures, landscaping borders around gravesites etc.

Add information about Cemetery Lot Certificates in the newsletter.

**Adjournment:** **Motion** Schwandt 2<sup>nd</sup> Frandsen to adjourn at 8:19 pm. Motion passed unanimously.

Respectfully submitted: Andi Knapp MVT Clerk **Next Meeting: Monday, June 12, 2023, at 7:00 pm**