

# REGULAR MEETING

Monday March 13, 2017

Garfield Township Hall

1138 W Erickson Road, Linwood, MI 48634

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## MINUTES

The meeting was called to order by the Supervisor, James Dubay, at 6:00 p.m.

Roll was taken, Gerald Rivard, Karen Snyder, James Dubay, Connie Fantozzi, and Leroy Day all present.

7 people in public attendance.

The Pledge was said in unison.

Motion made by Rivard/Fantozzi to approve the agenda. Motion carried.

Motion made by Rivard/Day to approve the February 13, 2017 minutes. Motion carried.

Treasurer read her report. Motion made by Day/Rivard to approve the treasurers report. Motion carried.

### **Money needs to be moved as follows:**

**General Fund**      300 from Classes to Audit  
                             1100 from Office Equipment Maintenance to Fees Dues and Registrations

Motion made by Day/Snyder to move money. Motion carried

Motion made by Rivard/Day to pay the bills. Motion carried.

**Northern Bay** No meeting this month. Day brought up a Pinconning Journal article which referenced there only being one ambulance available when one is being used for transport. Rivard restated that Northern Bay actually has 3 ambulances and the second is staffed when the first is on a run. The third is backup and they are also going to be doing transports with this 3<sup>rd</sup> ambulance.

Rivard/Day will address this article with Northern Bay at the next meeting in April.

**Planning Commission** no meeting to report. Next meeting 4-4-17. Day brought up the fact that perhaps the Planning Commission should only have 3 meetings this year due to the initial meeting not being held til April this year. Day will attend next Planning meeting and bring this issue up.

**Fire Dept Chief** Chief Brad Hoffman gave report. 5 runs this month. They are conducting training with Beaver Twp week of 3-20-17. New turnout gear is not in yet.

**Road Commission** Per Jerry Rivard, Building Better Roads was discussed at the 2-15-17 meeting and complaints on the brown gravel were heard at the 3-1-17 meeting.

**Correspondence** None

**Public Comment** Sheryl Protasiewicz mentioned a grave back near the dumpster where it appears to be sinking or the vault is rising. James Dubay will check this out.

#### **OLD Business**

**Use of Hall** to be discussed further at next meeting. Snyder to obtain rental agreements in use at other halls. It was also discussed finding someone to be in charge of the rental process.

**Cleaning of Hall** Bay Area Professional cleaning bid discussed for ongoing cleanings. \$125 for monthly/quarterly and \$45 after rentals. Tabled til budget meeting.

**Insurance Bids** Dubay mentioned insurance meeting at Fire Dept 3-14-17 at 6:30 p.m. to discuss fire department coverage on the 2 bids received.

#### **NEW Business**

**Revise Credit Card Policy** Current credit card policy requires all transactions to be verified before the bill can be paid. Fantozzi asked for revision to allow payment

of those transactions that can be verified in the payment time allotted by bill pay time and in addition asked for authority to pay the credit card at times other than normal board meetings so as to avoid late payment charges and/or interest charges that might accrue if the payment was held until the next board meeting. Motion made by Dubai/Day to change the policy. Motion carried.

**Auditor Contract** Fantozzi requested authorization to sign the contract with Campbell Auditing CPA for this year's audit for a fee of \$3000 which will include the F65 for this year also. Motion made by Snyder/Day to approve. Motion carried.

**Shred Bids** 3 prices were obtained on shredding the cleanout on the vault room cleanup. Staples charges \$0.99 per pound; New Dimension would charge \$0.25 per pound (and we would have to transport the shred material to them); and ShredExperts bid was \$10 per large legal box (24x16x10"). They would bring a truck onsite on 3-22-17. Anticipated number of boxes is 30.

After discussion, Day/Rivard made a motion to use ShredExperts. Motion carried.

**Electronic Banking Transmission Resolutions** Dubai read a resolution (3/17-1) to allow Garfield Township Treasurer, Karen Snyder to conduct via use of Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds. Motion made by Day/Rivard. Roll call vote – Snyder-yes; Rivard-yes; Fantozzi-yes; Day-yes and Dubai-yes. Motion carried.

**Fire Dept Liaison** Dubai brought up suggestion of reinstating the liaison committee of 2 people from the Board to attend Fire Department meetings. Snyder and Day agreed to be on the liaison committee. Day/Fantozzi made a motion. Motion carried.

**Bay Midline 4 Way Split** A cost outline from the road commission was read by Dubai on putting limestone (or brown gravel) on 2 miles of Bay Midline Road from Linwood Road North 2 miles to the end of Bay Midline. The cost would be a 4 way split with Midland County, Bay County, Mills Twp and Garfield Twp. Anticipated cost is \$45, 509 split 4 ways. Day/Snyder made a motion to have the

contract specify 2 miles north from Linwood Road to the end of Bay Midline. Dubai to send written notice to Bay County Road Commission after which we would receive a contract. Motion carried.

**MISC Board Items** None

**Public Comment** None

**Adjournment** Motion made by Day/Snyder to adjourn. Motion carried. Meeting adjourned at 7 p.m.

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Connie Fantozzi, Clerk