

## **Marilla Township Board**

Minutes [Approved 11/10/2020]

October 6, 2020, 6:30 p.m.

Marilla Township Hall

9991 Marilla Road, Copemish, MI 49625

### **Call to Order/Pledge**

### **Roll Call and Confirmation of Quorum:**

Confirmation of quorum was complete with all board members present.

**Visitors:** Chris Bay, Neil Crawford, Sonny Rewerts, Marge Rewerts, Todd Dumas

### **Approval of Minutes:**

June 9<sup>th</sup>, 2020 Special Meeting

Motion:

Second:

Discussion:

Vote:

June 16<sup>th</sup>, 2020 Meeting

Motion:

Second:

Discussion:

Vote:

July 7<sup>th</sup>, 2020 Meeting

Motion:

Second:

Discussion:

Vote:

July 21, 2020 Special Meeting

Motion:

Second:

Discussion:

Vote:

August 11, 2020

Motion:

Second:

Discussion:

Vote:

September 1, 2020

Motion:

Second:

Discussion:

Vote:

Clerk Betty Buda-Joy reported that she was remiss in completing the above minutes for the Township Board to approve. Supervisor Douglas Glick asked the board members what they thought could be done about their concern with getting minutes done and delivered for confirmation and filing in a timely fashion. Concerns over legal expectations were discussed.

Supervisor Glick pointed out, reading from the MTA guidelines, that while the Clerk is required to file minutes, they can be recorded by board members or an appointed recording secretary. It was agreed that Supervisor Glick would record tonight's minutes.

**Public Comment:**

This portion of the agenda is for anyone who would like to address the Marilla Township Board. Some questions may require research, so you may not receive an answer in the meeting. If this is the case, a member of the Board will get back to you in a reasonable amount of time prior to the next meeting of the Board.

Maximum time allowed for this portion of the meeting is 20 minutes with 5 minutes allowed per person. If more than one person wishes to address the Board on the same topic, please ask one person to address the Board on behalf of the issue at hand.

Millage request 2020 Ballot

A brief discussion of the ballot initiative was had with no one reporting any direct contact with members of the board about the millage proposal. There were few members of the community present at the meeting despite having sent a letter to all residents and taxpayers requesting their presence for questions about the requested millage increase.

**Old Business:**

Sesquicentennial mural donation update

Board Trustee and Marilla Historical Society (MHS) Director, Jan Thomas, reported that the preparation of the exterior wall was completed. Supervisor Glick thanked Ms. Thomas for her work on this project. She then reported that the MHS was in contact with an artist and would expect to review proposed design and when approved by MHS she would bring the design to the Marilla Township Board for approval of the design before hiring the artist.

Postings for bids for lawn service

Motion: Supervisor Glick made a motion for approval for funds to post the lawn service contract information in the Manistee Advocate for three consecutive Saturdays with a deadline for bids by November 6.

Second: Bruce Bahr

Discussion: None

Vote: Bahr, Aye; Glick, Aye; Bay, Aye; Buda-Joy, Aye; Thomas, Aye

Postings for bids for cleaning

Motion: Jan Thomas Supervisor Glick made a motion for approval for funds (cost to be split with the Marilla Historical Society) to post the cleaning service contract information in the Manistee Advocate for three consecutive Saturdays with a deadline for bids by November 6.

Second: Camie Bay

Discussion: Resident Neil Crawford asserted that the Township should not be paying for things to benefit the Historical Society. Trustee Jan Thomas clarified that the Township has never paid for cleaning of the Marilla Historical Society (MHS) spaces. She pointed out that the item up for vote was to share the cost of the advertised post in hopes of having the same cleaning service(s) cover both the Township and the MHS spaces for ease and convenience.

Vote: Bahr, Aye; Glick, Aye; Bay, Aye; Buda-Joy, Aye; Thomas, Aye

#### Snow removal bids

Clerk, Buda-Joy reported that there were currently no bids returned for snow removal but that she has heard from last year's contractor who expected to send in a bid soon.

#### **New Business:**

Call from former renter regarding wish to rent the Township Hall for church services. Supervisor Glick reported that he had a phone call from someone from the group that used to rent the Township Hall for church services requesting to rent again. In discussion, those present shared many concerns about the past renting circumstances that included delayed rent payments, rental amount not covering cleaning costs, poor cleanliness and debris left and not following of guidelines for Hall use by group members, wear and tear on the building. Additionally, Board members felt that with the Board needing more space usage for Clerk and Treasurer that this half of the building not be used. One person raised concerns about separation of church and state. Supervisor Glick requested a motion from the board.

Motion: A motion was made by Jan Thomas to decline the group's request based on past concerns.

Second: Bruce Bahr

Discussion: No further discussion was had following the motion.

Vote: Bahr, Aye; Glick, Aye; Bay, Aye; Buda-Joy, Aye; Thomas, Aye

Supervisor Glick agreed to make the call to a member of the group after confirming our legal standing with the Township Attorney.

#### Interlocal Agreement

Supervisor Glick informed the group that it was time to renew the interlocal agreement for levying of fees for Marilla Township's participation in the county recycling program. Fees are \$18.00 per resident address and included on tax bills.

Motion: Betty Buda-Joy made the motion to sign the interlocal agreement

Second: Jan Thomas

Discussion: No further discussion was had following the motion.

Vote: Bahr, Aye; Glick, Aye; Bay, Aye; Buda-Joy, Aye; Thomas, Aye

#### Review of physical quorum meeting requirements

Supervisor Glick reminded the Board members that State statute requires a minimum of three board members be physically present for any Township Board meeting to occur. Members had a discussion to clarify the expectations and one Trustee and a Trustee candidate who plan to be away for part of the winter are aware that unless the other three members are able to attend a meeting while they are away, meetings will have to be canceled.

#### **Board Member Reports:**

Supervisor – Douglas Glick

No further report

Clerk – Betty Buda-Joy

Credit Card

Asked to await post-election work to finalize this process and procedure.

IRS Letter

Clerk Buda-Joy reported that she had not yet made progress on the IRS letter that came with regards to errors to tax reporting from the 2016 calendar year. A number of attendees expressed deep concern that the deadline was fast approaching (October 16) and that we would likely be fined with further expenses and penalties (\$2483.00). Supervisor Glick requested that the Clerk contact the Township Attorney no later than Friday, October 9 to ask them to draft a letter to the IRS to request an extension until the end of the year. She agreed to do so.

Insurance

The Clerk presented the insurance bill for Township properties to request approval to pay the total bill in order to save for doing so.

Motion: Jan Thomas made the motion to pay this bill from the general fund.

Second: Betty Buda-Joy

Discussion: No further discussion was had following the motion.

Vote: Bahr, Aye; Glick, Aye; Bay, Aye; Buda-Joy, Aye; Thomas, Aye

New accounting software needed

The Clerk again brought up the need for new accounting software. Following discussion, it was agreed that Treasurer Camie Bay would get the contact information for the preferred software company and schedule a demonstration and cost estimate, preferably for the November 10 meeting.

Treasurer – Camie Bay

Treasurer’s Report

Marilla Twp Financial Report September 2020

Park Improvement Fund (Restricted)	\$4,473.98
Honor Bank 60-month CD	\$2,500.00
Perpetual Care Fund (Restricted)	\$4,602.24
Cemetery Timber Fund (Restricted)	\$58,786.91
General Fund Beginning Balance	\$92,378.82
INCOME	
Interest+	\$4.57
Land Use+	\$530.00
Rental for Hall+	\$150.00
State of MI Sales Tax+	\$4,967.00
EXPENSE	
Checks 7671-7683	\$2539.52*
General Fund Balance	\$95,490.84

\*September 2020 Bills

Monthly Payroll	\$1,323.10
KalTelCo	\$122.20
Consumer’s Electric	\$269.79
Cherryland Electric	\$20.43
Gr Lakes Water Lab	\$129.00
Tim Lawn Care	\$500.00
Sexton (John Larsen)	\$175.00
Total	\$2539.52

Bill paying schedule posted

Following some questions about being able to post due dates for all contractors to submit bills for twice per month payments, the Treasurer agreed to create a calendar with dates through the end of the fiscal year.

Trustee – Bruce Bahr

Cemetery Committee Report

Tree work is complete. Payment is awaiting additional details from the contractor for the Clerk

Plan/timeline/budget: Cement work will not be completed this season and will have to be re-bid in the spring.

Trustee – Jan Thomas

No further Report

**Committee Reports:**

Zoning Administrator – Vic Ellis

Issued two permits and reported on the income for the township as reported by the Treasurer.

Planning Commission – Mike Picchiotti (Absent); Marge Rewerts present

Marijuana Ordinance Adoption

Secretary of the Planning Commission reported that they did not have the final ordinances ready to be reviewed and adopted. She said they need to get clarification from Rob Carson, County Planning Director. Supervisor Glick requested that all final language be provided to Board members with at least two weeks to review and suggested that this be complete in order to discuss and vote at the November 10 meeting.

**Motion to adjourn:** Glick

Second: Thomas

Vote: meeting adjourned at 8:30 p.m.

**Next meeting date:** Tuesday, November 10, 2020 due to the election the first Tuesday in November.

Respectfully recorded: Douglas A. Glick, Township Supervisor