

Marilla Township Special Board Meeting

Minutes 2.25.2021

February 25, 2021, 6:30 p.m.

Special Meeting

Held via ZOOM

DRAFT

Marilla Township Special Board Meeting was held via ZOOM due to Covid-19 Virus restrictions.

Meeting called to order at 6:35 pm by Supervisor Glick.

Present: Glick, Buda-Joy, Bahr, Bay which denotes that a quorum was present.

Visitors: Jan Thomas- Planning Commission, Secretary.

BUSINESS:

1. *Bid for Lawn Service 2021-2022:*

Bid for Lawn Service & Maintenance received from **Golden Sun Lawn Maintenance, LLC**. This would be a two (2) year contract 2021 through 2022 for all three properties for \$11,880.00.

- a. Contract Stipulation: He will report to the Supervisor only. If the Cemetery Committee or any member of the public have any questions or concerns they must be taken directly to the Supervisor.
- b. Motion by Bahr, support Bay to accept this bid as noted above. Discussion: none. Vote: Unanimous in favor. Motion carried.

2. *Proposal from H&S Companies regarding Township Financial software and reports:*

Supervisor Glick has spoken with Corinna from H&S regarding getting extra help to get our old reports brought up to date. The Board had approved \$3,000.00 to set up and train our team in our new QuickBooks-Pro Plus Payroll system. They are asking \$1,500.00 to help with the extra tasks.

- a. 2017 W-2's needed to be reconstructed. (*note: Buda-Joy completed this and sent to IRS).
- b. 2019 quarterly 941 taxes. (*note: these were done by Baird, Cotter & Bishop).
- c. 2020 quarterly 941 taxes. (*note: Buda-Joy completed these and sent with payment to IRS).
- d. 2019 & 2020 F-65 reports to State – needs to be completed.
- e. 2020 State of Mich. Sales Tax report. (*note: Buda-Joy completed and sent in, waiting fees).
- f. 2020 W-2's & W-3. Will be corrected by H&S Companies.

Motion by Bahr, support Bay to approve extra \$1,500.00 fee to complete extra tasks.

Discussion: None. Vote: Unanimous in favor. Motion carried.

There being no further business the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Betty Buda-Joy, Clerk