

Garfield Township
Regular Board Meeting Minutes
November 28th, 2016 7:00pm

- 1. The meeting** opened at 7:00pm by Supervisor Byl leading the Pledge of Allegiance. Board members present were Byl, Farwell, Irwin, Yarhouse and Roland. Also attending the meeting were Garfield Township Fire Chief Kevin Tubbs; Garfield Township Blight Officer Rod Williams; Clare County Commissioner, Dale Majewski; and Jeanie Stewart-Friends of Garfield Township Parks Committee.
- 2. Agenda:** The meeting agenda for the November 28th were approved after an addition new business-Item 15 letter a, Electrical bid. The motion by Yarhouse. Supported by Farwell. All Ayes. Motion Carried.
- 3. Minutes:** Motion to approve the minutes of the October 24th, 2016.with a correction of Roland in attendance, instead of excused. After a motion by Yarhouse, supported by Farwell. All ayes. Motion carried
- 4. Clerk's report.** Financial audit is completed. Waiting for the results.
- 5. Treasurer's report** was approved after a motion by Irwin, seconded by Roland. All ayes. Motion carried. Tax statements are being worked on to be mailed out.
- 6. Trustee Irwin:** None
- 7. Trustee Roland:** Reported on the Clerk's request for a Petty Cash Fund. A: Fund must have a specific amount, must have receipts for all transactions, must have a policy containing at least 4 item, 1) No cash advances; 2) fund must be monitored by someone other than the custodian; 3) must specify a specific maximum amount for any expense ; 4) must retain receipts for expenses. Must also be locked in a secure location accessible to the custodian. B: The other item checked on was--no extra stipend should be paid to the clerk for election work as it is the clerk's job to handle elections, unless a resolution is made and agreed upon for the yearly budget.
- 8. Fire Chief Kevin Tubbs** reported 282 runs YTD. There is a total of 26 runs for September - 21 medical, 3 mutual aids, 1 PI, and 1 tree. Lucky Hatt has stepped down from the Fire Dept. We painted the shed to match the Depot. Received information to look into a 'no match grant' for Weather Warning Sirens at 2 locations, one at west 8 Point Lake and I at the fire station. Kevin thanked Darrell Runyon for the use of his trailer.
- 9. Clare County Commissioner** - A copy of the Commission minutes are available. The Treasurer's office has an opening for deputy treasurer and a tax clerk. The Prosecutor's office also has an opening.
- 10. Fire Dept. Auxiliary report:** Read by K Tubbs, fire chief. The Kids Community Christmas Party will be on December 17, 2016 from noon till 2:00pm at the Fire Station. Money and toys are welcomed.
- 11. Jeanie Stewart; Friends of Garfield Parks--**A grant has been received from the Herbert H Dow Foundation in Midland, which brings the matching fund money of \$98,000.00 needed for the trailhead project to \$100,000.00. This is a superior job for the committee, and specifically due to the grant efforts of Jeanie. Well done, Jeanie. We will continue to raise money for other items not included in the original grant request.
- 12. Supervisor Byl reported:** on- 1) Consumers Energy will be installing new meters, the chip and coded, in the spring. No longer need to have meter readers coming to your homes. To opt out there is a charge of \$69.00 and a \$10.00 monthly fee. 2) Signage for the Transfer Station has been improved with directional signs and for the auction of items located at the Transfer Station. 3) Janitor approval. 4) The Township flyer usually placed in with the tax bills will be placed in the tax receipts instead. This will eliminate multiple flyers to the same address. 5) The board received a letter from a concerned property owner about 2 blighted, unsafe trailers. The abandoned properties are for sale by Rivertown Real Estate. 6) The software for the Transfer station for the bar code stickers has been completed by Janet Clayton. 7) December Board of Review meeting is on the 13th of December. 8) The construction will start tomorrow for the remodeling at the hall. The poles in the meeting

room will not be wrapped in wood. Security lights outside will also be taken care of during this time frame. (Outside Fire Hall lights are always on and need to be adjusted, so the electricians would be able to fix this)

10) Lighting decorations for the Depot, lights cost \$150.00. About 25 people showed up to help. It was awesome. The Caboose has a wire around the top so the lights won't sag.

13. Public Comment:

Jim Monahan. Has literature on a move trying to eliminate the sheriff office. sheriffmac.com.

14: Old Business:

- a. Stump removal at Peterson Park and West Beach. Oak wilt has affected these stumps and they will spread the disease if the stumps are not removed. With the board's, approval bids will be accepted for removal.
- b. Petty Cash for the Clerk's office, with the treasurer as the overseer. Policy will be presented next month.
- c. Janitor selection presented by Farwell. There were 5 candidates, all very qualified. The committee agreed to hire two janitors and then they could assist the other if needed, or fill in. The committee agreed to hire Jennifer Tubbs for the Fire department and Depot and Erin Roland for the Township building. This is because both candidates have cleaned these buildings before as unpaid helpers and are familiar with the duties. Motion to approve Erin Roland and Jennifer Tubbs was made by Farwell, Supported by Irwin. All ayes. Motion carried.
- d. Clare County Road Commission Letter for matching funds for gravel or Chip and Seal road repair. Several roads were considered but it was decided that we only need to approve the funds now and decide on what roads later. Motion to approve Option 2 for \$40,000.00 chip and seal, made by Farwell, seconded by Yarhouse, All ayes. Motion carried.
- e. Fence at the cemetery, Ken Worth suggested a culvert and 80 yards of top soil and grass seed as a preparation. \$7,500.00 would be the cost of the fence, it is wrought Iron Fence--40 sections, 6'long, 4'high. Total cost \$15,000.00. Tabled
- f. Clerk Stipend. Cancelled.

17. New Business:

- a. Electrical work for security lighting. \$1,385.00. Motion by Irwin, supported by Roland. All ayes. Motion carried.

18. Approval of Bills: Motion to approve the bills was made by Irwin, supported by Roland. All ayes. Motion carried.

Meeting adjourned at 8:17PM

David Byl, Supervisor

Joan E Farwell, Clerk