

# Johnstown Township Minutes

13641 South M-37 Highway. Battle Creek Michigan 49017

Regular Board Meeting – June 8, 2022 – 7:30 p.m.

Meeting called to order at 7:30 p.m.

Pledge of Allegiance

**Present:** Supervisor Barb Earl, Clerk Sheri Babcock, Treasurer Karmen Nickerson, Trustee Deana Powell, Trustee Jeff Warren

**Absent:** None

**Visitors:** Seventeen (17)

**Agenda:** A motion was made by Powell to approve the agenda as presented. Seconded by Warren. All ayes. Motion carried.

**Public Comments (3 minutes per person):** None

**Minutes:** A motion was made by Warren to approve the minutes of the Regular Board Meeting of May 11, 2022 as presented. Seconded by Powell. All ayes. Motion carried.

A motion was made by Powell to approve the minutes of the Special Meeting for ARPA funds of May 25, 2022, as presented. Seconded by Warren. All ayes. Motion carried.

## **Treasurer's Report – Karmen Nickerson**

- Treasurer's report
- Getting ready for Summer Property Tax bills to go out around the 1<sup>st</sup> of July
- Estimate for mailing of tax bills from Marana Group for a total of \$978.43. This is cheaper than doing them at cost in house. A motion was made by Powell to authorize the mailing service from Marana Group as presented. Seconded by Warren. All ayes. Motion carried.

A motion was made by Warren to approve the Treasurer's Report as presented. Seconded by Powell. All ayes. Motion carried.

## **Clerk's Report – Sheri Babcock**

Aug. 2, 2022 Primary Election – we have received the ballot proof to be finalized by tomorrow. Ballots will be available by June 18<sup>th</sup>.

June 3<sup>rd</sup> The Clerk and Deputy Clerk completed the 2.5 hrs. required mid-term training session.

June 4<sup>th</sup> 689 AV applications for the August election have been mailed out. These dual applications will cover both the August Primary and the November General Election.

June 13<sup>th</sup> All election inspectors to complete mid-term refresher training.

June 16<sup>th</sup> Drain Commissioner's Day of Review will be held for the Butler Lake Drain assessment. Both the clerk and the supervisor plan to attend. The township will be assessed at-large.

Election Redistricting training session completed and final review of local district verified through GIS  
Redistricting Fetch mapping and consultation with Barry County mapping.

The next step is to mail out new I.D. Cards. The Clerk's association is hoping to have all the Clerk's use Spectrum printers to do these cards for us. They can do these at a group rate which is less than what we can purchase the cards for and also discount postage rate. The cost is estimated at about \$.55 each.

A motion was made by Powell to authorize the clerk to use Spectrum printing service to print up new Election I.D. cards as required at an approximate cost of \$.55 each. Seconded by Warren. All ayes. Motion carried.

218 All preliminary paperwork has been submitted to the State for starting the process of  
Agreement Establishing a 218 Agreement.

ARPA Funds Second tranche payment should be issued in approximately 30 days according to the email we received today.

June 20-23<sup>rd</sup> The Auditor will be here to audit books. All backup's were submitted today.

May Election Reimbursement has been requested for the May election in the amount of \$4,077.56.

Clear Lake Weed: Emails were sent out to the Baltimore township board advising of upcoming meeting next month for the Clear Lake Weed Informational Meeting.

Baltimore Assessor provided a listing of parcel owners in their township. Our Assessor is working on the Johnstown township listing. We should plan to send out notices sometime during the next two weeks or so.

Sewer Project A resident is working with the BC Sewer on estimates to put sewer into Mill Lake and to the Dowling residents. He has made contact with the Sewer Authority and estimates have been prepared. He is hoping to have the townships apply for ARPA funds from the County. They want to set up a joint meeting soon. Baltimore's meeting is next Tuesday evening which we could attend or we will have to set up a special meeting. They are waiting to hear from us on our decision.

Bristol Lake A resident from Bristol Lake contacted me today about the possibility of getting a Special Assessment for paving of Sunset and Russell Drive. She has had contact with The Road Commission so will follow up on that portion and then contact other Residents to get an idea of how many are in favor. They will get back to us so we can add them to the agenda if it looks like they are wanting to proceed.

### **Assessor's Report – Joyce Foondle**

- Building Permits – 1 new permit
- Letters will be going out for property site visits starting with Mud Lake Road and Fruin Road. Expect to begin inspections on Friday, weather permitting.
- No land divisions
- Tax Tribunal – nothing to report.

### **Fire Report – Fire Chief Chris Jozwik**

- 42 calls in May, for a total of 180 incidents year to date.
  - 23 MFR calls in May, for a total of 123 MFR calls year to date.
  - Training: Pump Training with Bedford, CPR, Medical CPR2, new BVM
  - Personnel changes: 4 cadets have finished the cadet program. We would like board approval to hire Clay Ashley and Jeremy Hicks. Questioned by Trustee Warren. A motion was made by Powell to approve hiring Clay Ashley and Jeremy Hicks effective June 1, 2022. Seconded by Warren. All ayes. Motion carried.
  - Current Membership: 20 Active, 1 cadet.
  - Assistant Fire Chief Powell presented a plaques to cadets on passing difficult Fire testing certifications.
- Department activities: Helped with the mud run at the Hickory Corners Bible Church by bringing in water for the course. Participated in the Memorial Day parade in Hickory Corners. Remarks were made on how sharp the Fire Dept. looked.

Next Quarterly Meeting of the Township Board and JFD Officers is July 11, 2022 at 7:00 p.m.

### **Commissioner Report – Bruce Campbell**

- Planning and Zoning enforcement issues
- Harvest Assisted Living grant
- General Capital Group – Tyden Lofts – housing possibilities including old FOC site. Special Workshop for discussion results in not wanting to sell building, may keep for future uses.

### **New Business:**

- Mill Lake Sewer: Residents were present to discuss the possibility of getting the sewer system installed at Mill Lake. Special Assessment process explained. Scott from the Sewer Authority can be here next month with estimates. Then petitions will need to be started.
- Butler Lake Drain: Day of Review for Butler Lake Drain Assessment in our township is on Thursday, June 16<sup>th</sup>. The Clerk, Supervisor and Trustee Powell plan to attend.
- Union Cemetery Road Bid: We have an estimate on the road in Union Cemetery. Labor cost to strip topsoil from 20' x 555' and put in 210 yards of crushed stone and compact with double roller compactor. Labor cost is \$3,500.00 and cost of stone is \$10,345.00 for a total of \$13,845.00. A motion was made by Warren to approve the estimate as presented. Seconded by Powell. All ayes. Motion carried.

### **Old Business:**

- Sleepy Hollow Paving: The special meeting scheduled for today did not result in a clear decision on how to proceed with this special assessment. Discussion involved the many different ways to assess cost to parcels. Consideration was also given to other multi-factor methods. A motion was made by Powell to move forward with the option of a multi-factor combination method of lot area and front foot as illustrated on excel option #4. Board concern over not being ready to commit to a decision at this point. A motion was made by Powell to table this until next month's meeting. Seconded by Warren. We will have additional multi-factor options available for review.

**Pay Invoices and Payroll:**

A motion was made by Powell to pay the bills in the amount of \$31,270.32 as presented. Seconded by Warren. All ayes. Motion carried.

**Additional Citizen's Comments:**

- Resident had a question for Commissioner Bruce Campbell asking if the county was paying any legal bills for the Sherriff. Commissioner Campbell stated that the county has not paid any legal bills. He also questioned why the county wouldn't want to sell the FOC building for housing.

**Adjournment:** A motion was made by Powell to adjourn the meeting at 8:42 p.m. Seconded by Warren. All ayes. Motion carried.

**Attested to by:**  
**Barbara Earl**  
**Supervisor**



**Sheri Babcock, Clerk**

APPROVED