

Johnstown Township Minutes

13641 South M-37 Highway. Battle Creek, Michigan 49017

Regular Board Meeting – May 8, 2024 – 6:30 p.m.

Meeting called to order at 6:30 p.m.

Pledge of allegiance was recited.

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

Absent: none

Visitors: 19

Agenda: Motion 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 each of the minutes of the following meetings:

- April 10, 2024 Regular Board Meeting
- April 10, 2024 Special Board Meeting
- April 16, 2024 Special Board Meeting
- May 1, 2024 Special Board Meeting

Seconded by Powell. All ayes. Motion carried.

Treasurer's Report – Karmen Nickerson

- Treasurer explained what makes up the General Fund and Pooled Funds. Interest earned by the Township on CDs during FY 23-24 was highlighted. Current money available to the Township and dollars earmarked for expected Capital Outlay projects. Additionally, planned or possible Special Assessment outlays; and remaining ARPA funds, which are also budgeted for 2024.
- Motion by Warren to accept the Treasurer's Report as presented. Seconded by Powell. All ayes. Motion carried.

Clerk's Report – Sheri Babcock

- **Budget:** Modifications to budget made to reflect proposed salary change. Net revenue/expense budget is net zero.
- **Resolution 2024-03-04 Amendment:** Salary Schedule amended to update Assessor salary. Resolution 2024-03-04 amendment offered by Board Member Warren, and supported by Board Member Powell. Roll Call Vote: Ayes: Warren, Powell, Babcock, Nickerson, Earl. Nays: none. Supervisor declared the resolution adopted.
- **Current Year Budget:** One line item is showing as expenditure instead of revenue. Still working to resolve this issue. All other budget numbers are correct.
- **Audit:** Scheduled for June 3 through June 5.
- **Elections:**
 - **May Election Results:** Pennfield Schools Operating Millage Renewal passed. Overall voter turnout was 14.66% for Pennfield Schools.
 - **August Election:** Affidavits and Petitions for local candidates were submitted to the County and verified as received. Also Fire Department Millage and Road Millage ballot language was submitted. Commission on Aging Millage will be on the ballot. Inspectors have been contacted to begin scheduling staff for August Election. Ballots will be available by June 22, 2024, and will

be sent to residents on the permanent ballot list and Absentee Voter applications to those remaining on AV list. AVCB: Clerk recommends taking advantage of change in election law that allows for processing of AV ballots on the Monday immediately before election day, with prior notification to the Secretary of State.

- **Inspector training:** Will be held June 17 and 19 in Hastings. Times TBA.
- **FOIA Summons:** final settlement reached.
- **Website:** Stage 1 virtual meeting completed 4/17/2024. Awaiting mockup and draft logo design from vendor. Also, application submitted on 4/17/24 for domain name change to “JohnstownTwp.gov”
- **Facilities:** Shed site prep and delivery of the shed completed. Top soil added for ease of mowing and grass seed planted.

Assessor’s Report – Michele Story

- Introduction of new Assessor, Michele Story. She currently serves Bedford Township as Assessor also.
- Assessor Story thanked the Board and community for the warm welcome she has received. She is currently receiving phone calls and emails from residents. She continues to organize work for Summer and set up remote access to perform her duties.

Fire Report – Fire Chief Chris Jozwik

- 35 total calls for the month of April. Total calls for 2024: 135.
- 26 MFR calls for the month of April. Total MFR calls for 2024: 95.
- Training: Medical protocol skills testing through Barry County, as new rules took effect March 1. Also held SCBA in-service.
- Personnel changes: none.
- Current Membership: 17 Active members; 2 on personal leave, 1 cadet.
- Department Activity:
 - Pancake Breakfast—Thank you to the community for attending this fund raiser.
 - Golf Outing fundraiser is set for July 27, 2024, at Marywood Golf Club. Seeking sponsors and teams. Sign up sheets available at tonight’s meeting or by contacting Chief Jozwik.
- Next Quarterly Board/Fire Meeting: July 1, 2024 at 6:00pm.

County Commissioner Report –Bruce Campbell

Commissioner Campbell presented recent actions by the County Commissioners. Various Board members asked the Commissioner about

- introduction to the Blight Enforcement Officer and commented on the lack of reports from same
- status update on the Solar Ordinance, reminding the Commissioner of the significant financial ramifications if not done by September.

Old Business:

- Sylvan Court Special Assessment: Assessment notices have been mailed. Treasurer is setting up the special assessment in BS&A. Project is underway.
- Valpine Drive Special Assessment: Residents have picked up petitions to initiate the process.
- Water Softener: issue has been resolved.
- Roof: still need estimates.
- Pavilion Use: Previous Board decision to allow for first come, first serve use only. Residents are asking to reserve the space. After Board discussion, it was agreed that additional research will be done to determine the process other entities use to reserve their pavilion space. A resident commented that reserving online through the website would be helpful in knowing when the pavilion is available.
- Farmers Market/Craft Show/Ice Cream Social: Sponsorship funds committed by Consumers Energy. Additional funds requested from the Township for purchase of food items, which will be prepared by and available for a donation to the Fire Association. Need to explore food license for Fire Department to

be able to cook food. Also, Ice Cream cart from area creamery is reserved. Local resident's band is booked. Event runs from 10:00 a.m. to 3:00 p.m. Motion by Powell to approve funds for the food and activities planned for the July 20 event, not to exceed \$800. Seconded by Warren. All ayes. Motion carried.

New Business:

- Fire Department Fuel Credit Card: Motion by Powell to move ahead with cancelling the Marathon credit card and applying for Shell credit card for Fire Department fuel purchases. Seconded by Warren. All ayes. Motion carried.

Pay Invoices & Payroll: Warren asked if credit from vendor had been applied prior to paying invoices; Clerk confirmed it had. Motion by Warren to pay the invoices in the amount of \$36,125.32 as presented. Seconded by Powell. All ayes. Motion carried.

Additional Public Comments (3 minutes per person):

- A resident commented that dust control applied last year didn't seem to be effective (mostly water) and may need to consider using another vendor who can do a better job. She further stated another Township had the same issue.
- Heather Wing informed those in attendance of her candidacy for County Treasurer and her record of previous public service.

Adjournment: A motion was made by Warren to adjourn. Seconded by Powell. All ayes. Motion carried.

Meeting adjourned at 7:15 p.m.

Next Regular Board Meeting: June 12, 2024.

Next Quarterly Board/Fire Meeting: July 1, 2024.

**Attested to by:
Barbara Earl
Supervisor**



Sheri Babcock, Clerk