

Johnstown Township Minutes

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

Regular Board Meeting . June 14, 2023 . 6:30 p.m.

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

Pledge of Allegiance.

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

Absent: none

Visitors: Eighteen (18)

Agenda: One addition to the agenda is needed under New Business for Bristol Lake Channel Weed.

A motion was made by Warren to approve the agenda as amended. Seconded by Powell. All ayes. Motion carried.

Public Comments (3 minutes per person):

- A resident on Watts Drive appreciated the change made by the Road Commission that allowed the garbage truck access to his property.

Minutes: A motion was made by Warren to approve the minutes of the Regular Board Meeting Minutes of May 10, 2023, the Special Board Meeting May 17, 2023 and the Special Board Meeting of May 22, 2023. Seconded by Powell. All ayes. Motion carried.

Treasurer's Report – Karmen Nickerson

- Summer property tax bills will be mailed out around the 1st week of July;
- Some residents may qualify for deferral due date of summer tax bills until February;
- The summer tax bills include the school aid tax and the county operating millage.
- In 2003 we started doing both summer and winter tax collection to allow the schools to received funds earlier in the year. With this change, we are reimbursed \$2.50 per parcel to run summer tax bills as long we do not have any other millage collections on those tax billings;
- Summer taxes are due by September 14, 2023;

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

Clerk's Report – Sheri Babcock

Election Equip. Monday, June 12, 2023 all our election equipment was taken to Barry County for annual maintenance and updates. They recommend marking pens are the Flare pens as they do not bleed through and they dry very quickly. Ink pens leave ink residue on the reader and will cause ballots to be rejected for a read error causing you to have to put them through again.

The required additional tabulator and VAT printers have been ordered.

August Special Election: The Election Commission will process a resolution to consolidate Assyria Township Hastings School district residents with Johnstown Township for a temporary, one-time change in polling place for the August 8, 2023 election.

Clerk's Report – Sheri Babcock (continued)

August Special Election: Applications for ballots will be going out later this month to Johnstown residents in Hastings School district and also the Gull Lake School district residents. Ballots will be available by the end of June.

The State of Michigan was processing postage permits, giving priority to those with August elections, to allow vendors to fill orders for new envelopes with postage paid by the State permit. Unfortunately, the vendor did not receive our information as of today, so we will have to stamp all return envelopes and bill the State of MI for reimbursement.

State Reimbursement: The reimbursement request from last October and November Election Security Grant was finally received this week.

BSA Chart of Account: We are currently in Phase 8 of the Chart of Account change testing. We are ready to proceed to the actual conversion, just waiting on final date and time. This process will be run early morning before regular business hours, probably in the next week or two. No one will be able to access BSA programs during this process. I will let everyone who uses these programs know when this is going to happen.

FOIA Request: A FOIA request was received for a CVS file from our November 2022 and May 2023 voter history. The request was denied as information was already removed from the flash drive and the e-pollbook as instructed by the Bureau of Elections for the November 2022 election. We did not have information for the May 2023 election as this election was consolidated with Barry Twp.

ARPA Funds: An excel worksheet is provided for all activity, budgeting and balances as of June 14, 2023.

Brutsche Concrete: Monday, June 12 we passed approval of the purchase of six (6) six-foot curbs to be installed in front of the pavilion. Please be advised that the total cost changed from \$620.00 to \$610.00 with the removal of sales tax. These curbs will be installed on Tuesday, June 20th.

Cost for Pavilion electric: Because I did not have the information available on Monday for the Special Meeting, the invoice for the Electrical work on the pavilion was in fact reduced by \$400.00 due to the change in no installation of lights.

Assessor's Report – Joyce Foondle

- Building permit report . 8 new permits in May 2023;
- 2024 Residential Study from Barry County Equalization Dept. Using 85 total sales for the 24-month study, the ratio is 44.17%. The 12-month study shows 45.32%. This will result in some hefty increases for the rural residential class;
- Deputy Assessor, Kara, is actively taking on the assessor role in preparation for Joyce's retirement.
- Deputy Assessor, Kara, is enrolled in the Michigan Advanced Assessing Officer training. Between the three (3) townships that she works in, it is suggested that 50% of the class is divided by the 3 benefiting townships or \$166.00 each;
- No land divisions to report;
- No new activity with Tax Tribunal.

A motion was made by Powell to approve the reimbursement for education in the amount of \$166.00 to Kara as suggested. Seconded by Warren. All ayes. Motion carried.

Fire Report – Fire Chief Chris Jozwik

- 39 total calls for the month of May. Total calls for 2023: 183
- 27 of the 39 calls for the month of May were MFR calls. Total MFR calls for 2023: 109
- Training completed: Search & Rescue, Driving Refresher course;
- Personnel changes: 1 member on leave
- Current Membership: 16 Active members; 1 cadet;
- Department Activity: Hickory Corners Bible Church Mud run, installed smoke detectors and CO detectors. Applying for Michigan Fire Equipment Grant;

A motion was made by Powell to allow the Fire Dept. to submit an application to the Michigan Fire Equipment Grant for Fire Gear. This grant is due by July 10th 2023. Seconded by Warren. All ayes. Motion carried.

- Next Quarterly Board/Fire Meeting: July 10, 2023 at 6:00 PM

Commissioner Report - Bruce Campbell

- Various appointments to boards and committees;
- Approval of 2023 L-4029 Tax Rate Request for levy of summer taxes;
- Approval to replace ballistic resistant vests for Barry County Sheriff's Dept.;
- Various contracts and professional service agreements;
- County Surplus Sales;
- Sale of prior Mental Health Bldg. to YMCA;
- Purchase of equipment to aid in Crime Scene evidence;

Questions from the board about replacement of Planning & Zoning enforcement officer. No information at this time.

Old Business:

1. Blight Ordinance/Winans Drive Property: After making phone calls to Planning & Zoning, Trustee Powell and Supervisor Earl attended the court hearing on the property on Winans Drive. They are very pleased to report that the Judge was forceful in establishing a date of July 18th for complete clean up of this property or the renter will spend 93 days in jail. If not completely cleaned up, they would issue a court order for clean-up of the property and bill the home owner in addition to the jail time. Great news for the residents of Winans Drive.

Blight Ordinance: It was also reported that in the discussion with the enforcement officer, if we had gone forward and adopted our Blight Ordinance, that could have interfered with the Winans Drive case and we would have had to start over with this case. We will have a future discussion on the status of Blight Ordinance decision.

2. Playground Equipment: After the presentation of a cost estimate at the Special Meeting of June 12, 2023, and concerns about costs, we were able to get a second quote with eliminating two pieces of the playground equipment. This changed the estimate from \$71,000 to \$60,882.25. This quote including everything installed including site preparation and installation of ground timbers and ground cover. The equipment selected is a piece that they have already had on order in March of this year that will be delivered to them by October. They will still be able to install in October or November of this year. This would ensure we have a completion date workable with the recent grant request submitted to Parks & Rec. if we are successful in getting this grant. They will vote on this grant on Friday, June 24th. If we had to wait to order equipment, we probably would not be able to install until late 2024. Pictures of the proposed play area are posted on the sign in table.

A motion was made by Warren to approve the cost of the playground equipment to be paid using ARPA funds in the amount of \$60,882.25. Seconded by Powell. All ayes. Motion carried.

New Business:

1. Resolution #2023-6-1 . Resolution to Adopt Credit Card Use Policy

The resolution was offered by Board Member Powell and supported by Board Member Warren.

Roll call vote: Ayes: Warren, Powell, Nickerson, Babcock, Earl
 Nays: None

The supervisor declared the resolution adopted.

2. Resolution #2023-6-2 . Resolution to Authorize Use of Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds

The resolution was offered by Board Member Powell and supported by Board Member Warren.

Roll call vote: Ayes: Powell, Warren, Nickerson, Babcock, Earl
 Nays: None

The supervisor declared the resolution adopted.

Pay Invoices and Payroll:

A motion was made by Powell to pay the bills in the amount of \$122,276.92, as presented. Seconded by Warren. All ayes. Motion carried.

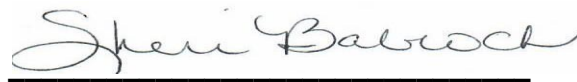
Public Comments (3 minutes per person):

- A resident of Winans Drive thanks the board for the progress made on problem property on Winans Drive and the Blight Ordinance;
- A resident was encouraged that the court is standing firm on this case and is hopeful that compliance is forthcoming;
- A resident indicated that the Transfer Station recycling containers have been reduced and there is more cardboard and paper than can be put there. Encouraged the resident to contact Barry Township;

Adjournment: A motion was made by Warren to adjourn. Seconded by Powell. All ayes. Motion carried. Meeting adjourned at 7:40 p.m.

Next Regular Board Meeting: July 12, 2023, at 6:30 PM

Attested to by:
Barbara Earl
Supervisor



Sheri Babcock, Clerk