

Victor Township
Clinton County, MI
6843 Alward Road
Laingsburg, MI 48848

Board Minutes – September 4, 2018

Call Meeting to order:

The regular meeting of Victor Township was called to order by Supervisor Warren Malkin at 7:00pm.

In Attendance:

Supervisor: Warren Malkin
Treasurer: Paula Willoughby
Clerk: Sally Hamlin
Trustee: Mike Wall
Trustee: Julie Townsend

Pledge of Allegiance

Brief Public Comment: none

Agenda:

Moved by Malkin, second by Willoughby to amend agenda by adding the bank resolution. Motion by M. Wall, second by P. Willoughby to approve the agenda as amended. The motion passed.

Minutes:

Motion by M. Wall, second by W. Malkin to approve the minutes as amended from the August 9, 2018 board meeting. Motion passed.

Treasurer's Report:

Motion by W. Malkin, second by P. Willoughby to accept the treasurer's report.

Approval of bills:

Motion by M. Wall, second by P. Willoughby to pay the September bills in the amount of \$28,562.78 using check numbers 27146-27173. Motion by P. Willoughby, second by M. Wall to disburse payroll for September in the amount of \$4750.54 using check numbers 11899-11907. Motion was made by P. Willoughby and supported by M. Wall to seek guidance from the township's attorney regarding the final paycheck for the former township clerk. Motion passed.

Reports:

Planning: There was no planning commission report since they have not met since the last board meeting. P. Willoughby inquired about changing their stipend check from monthly to quarterly to save staff time and hopefully eliminate checks not being cashed. M. Wall requested a joint meeting with the planning commission for shared concerns.

LSW: M. Wall distributed the monthly activity report and minutes for July 2018.

Maintenance & Facilities: M. Wall gave update, report will follow.

County Officials:

Adam Stacey, County Commissioner: Mr. Stacey shared information on various topics, one being the new election equipment used in the primary election in August. He commented that preliminary election results came in much quicker with the new equipment.

James Chrenka, Deputy Sheriff: no report

Items of Public Interest:

S. Hamlin and P. Willoughby spoke about the FOIA request from “Emily” pertaining to the 2016 presidential election. The letter requesting a 10-day extension has gone out, and we will continue to follow our FOIA policy to follow up with the request.

Unfinished Business:

1. Use of soccer fields – still seeking more information on soccer agreement.
2. Phone system training – decided we don’t need it.
3. Security System – waiting for more proposals
4. Policy & Procedures – this will be ongoing
5. Parking lot – Michael Selig, a representative from C2AE came to discuss plans for re-paving/grading the parking lot. A motion to finalize the plans was made by J. Townsend, second by M. Wall. Motion passed.

New Business:

The motion to add the new clerk (S. Hamlin) was made by P. Willoughby and supported by J. Townsend. Looking into adding the deputy clerk as a signer too.

Extended Comment Public/Board:

A request was made by P. Willoughby and M. Wall for a more nurturing work environment – more guidance for new employees, more training, better communication, etc. That is our goal for moving forward as we serve the residents of Victor Township.

Beth Botke, Victor Township Assessor, was awarded the *2018 Michigan Assessor Association President Award* for her outstanding work for the Michigan Assessors Association, for her dedication and passion to the assessing profession.

Without any objection, the meeting will be adjourned (on or before 9:30pm)

Motion to adjourn by W. Malkin, second by M. Wall, meeting adjourned at 8:25pm.

Respectfully submitted by

Sally Hamlin
Victor Township Clerk