

**Victor Township, Clinton County, MI**  
6843 Alward Road Laingsburg, MI  
***Approved Board Minutes from March 11, 2019 meeting***

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

**In Attendance:** Warren Malkin, Paula Willoughby, Amanda Conklin, Mike Wall, Julie Townsend

**Brief Public Comment:**

**Agenda:** Motion by Malkin to add variance requests to the agenda, supported by Wall. Motion passed.

**Minutes:** Motion by Townsend to approve minutes from February 11, 2019 meeting. Second by Wall. Motion passed.

**Salary Resolutions:** (Complete resolutions attached to the minutes)

Motion by Willoughby, supported by Wall to approve the salary resolution for the Clerk. Roll call vote, all yes, motion carried.

Motion by Malkin, supported by Willoughby to approve the salary resolution for Assessor. Roll call vote, all yes, motion carried.

Motion by Willoughby, supported by Wall to approve the salary resolution for Trustee, Roll call vote, all yes, motion carried.

Motion by Willoughby, supported by Townsend to approve the salary resolution for Supervisor, Roll call vote, all yes, motion carried.

Motion by Wall, supported by Conklin to approve the salary resolution for Treasurer, Roll call vote, all yes, motion carried.

**Budget Public Hearing:** Motion by Willoughby, supported by Wall to open the Public Hearing on the 2019-2020 Victor Township Budget.

Public comment concerning roads and General Fund Reserves was heard. Willoughby explained that historically the Township has transferred from the General Fund to help cover road improvement expenses, but there has been no commitment to an amount or frequency over time. She also mentioned the fire millage had not been collected for last year due to a surplus in the Fire Fund. The Township Board's salaries were set at the same rates as last year. The budget accounts for purchasing playground equipment, a redesigned website and Master Plan and improvements to Township properties and grounds. The Township Board will rely on the Planning Commission for proposals regarding updating park and recreation equipment at the Township facilities and recommendations regarding improvement projects.

Motion by Malkin, supported by Willoughby to close the Public Hearing on the 2019-2020 Victor Township Budget. All in favor, motion carried.

**Treasurer's Report:** Motion by Malkin to accept the treasurer's report, supported by Conklin. All in Favor. Motion carried.

**Approval of bills:** Motion by Willoughby, second by Wall to pay the March bills in the amount of \$7,691.85 using check # 27391-27402 and E Checks # 371-379 motion passed. Motion by Willoughby, supported by Wall to disburse payroll and related payroll expenses for March 2019 in the amount of \$9921.37 using check# 11960-11969, All in favor. Motion passed.

**Reports:**

**Planning:** Tammy Ashley spoke regarding variance requests ZC-01-19 VR AND ZC-02-19 VR. The planning commission supports both of these requests. Doug Riley attended April meeting and participated in discussion regarding the Master Plan review, Parks n Rec plan and engaging residents in planning of future projects. Next meeting scheduled for April 1, 2019 at 7:00 pm at the Victor Township Hall.

**LSW:** Mike Wall submitted LSW's monthly activity report for January 2019.

*Maintenance & Facilities:* Replaced exterior lights front and back of building, replaced and repaired photo-eye. Working quotes are being obtained. School roof is leaking and there is water on the floor. New locks installed on the school. Working on plans to replace the 80 gallon water heater with a new energy efficient option.

**County Officials:** Clinton County Commissioner Adam Stacey shared the rise in requests to rezone land from A-2 (General Agriculture) to MR (Mineral Resource Extraction). He also stated Victor Township was the only left in Clinton County that has not passed a marihuana resolution to opt out.

**Unfinished Business:**

1. Budget Adjustments – Motion by Willoughby to approve the 2018-2019 Budget Adjustments, supported by Wall. . Roll call vote, all yes, motion carried. Absent: None. Resolution adopted. Motion carried. Complete resolution attached to minutes
2. Security System – Continue search for the best fit for Township needs.
3. Policy & Procedures – FOIA policy amendments to be prepared by MTA mid-April 2019.
4. Parking lot – Motion by Willoughby, supported by Wall to award the Parking Lot Rehab contract to Verlinde Construction Inc. in the amount of \$106,400.00. All in favor. Motion passed.
5. Marihuana resolution –Motion by Wall to table Marihuana Resolution until more information becomes available, second by Townsend. Motion carried with Malkin opposed.
6. Budget 2019-20 Motion by Willoughby, supported by Wall to approve the 2018-2019 Budget Resolution (attached to minutes) Roll call vote: Ayes – Malkin, Townsend, Willoughby, Wall, Conklin Nays: None. Absent: None. All in favor. Motion carried.
7. Ordinance 19.3 Fire, Ambulance & Inhalator Service Charges Ordinance – Motion by Malkin to table, supported by Wall. All in favor. Motion carried.

**New Business:**

1. Master Plan Consultant – Moved by Willoughby, supported by Wall to reissue the Master Plan RFP with a deadline of June 3, 2019. All in favor. Motion Passed.
2. Web Site – Five proposals for the Victortwp.org website redesigned have been received. The Board will review proposals and discuss at April 8, 2019 Victor Township Board Meeting.
3. Township Insurance – Has been reviewed with insurance agent. Removed old generator still appearing on policy (previously requested to be removed) and amended coverage from 4 pavilions to 3. Malkin will provide board with amended policy next month.
4. Road Contracts
  - Motion by Malkin, supported by Townsend to approve project 497.014.147029
  - Motion by Malkin, supported by Wall to approve project 497.014.147039
  - Motion by Malkin, supported by Wall to approve project 497.014.147079
  - Motion by Malkin, supported by Wall to approve project 497.014.147119
  - Motion by Wall, supported by Malkin to approve project 497.014.147149
  - Motion by Wall, supported by Townsend to approve project 497.014.147139
  - Motion by Malkin, supported by Wall to approve project 497.014.147069
  - Motion by Malkin, supported by Willoughby to approve project 497.014.147059
  - Motion by Malkin, supported by Townsend to approve project 497.014.147049
  - Motion by Malkin, supported by Wall to approve project 497.014.147089
5. Variance Requests – Motion by Malkin, supported by Willoughby to approve variance request ZC 01-19VR. Motion by Malkin, supported by Willoughby to approve variance request ZC 02-19VR. All in favor. Motion carried.

**Extended Comment:** Victor Township Office hours will change beginning March 12, 2019 to 2:00-5:00 to provide additional support to office staff during election preparation and to simplify time tracking of the Clerk's non statutory duties.

Motion to adjourn by Wall, second by Malkin, meeting adjourned at 8:49 pm.

*Amanda Conklin, Clerk*