



Victor Township, Clinton County, MI  
6843 Alward Road Laingsburg, MI  
Approved Board Minutes from March 08, 2021 meeting

The regular meeting of Victor Township was called to order by Supervisor Jim Conklin at 7:04 pm.

**Attendance:** Present: Nikki Fickes, Jim Conklin, Julie Townsend, Amanda Conklin and Paula Willoughby

**Agenda:** Motion by Clerk Conklin to approve the agenda as printed. Supported by Willoughby. Roll call. Motion carried.

**Treasurer's Report:** Motion by Clerk Conklin to accept the treasurer's report. Supported by Townsend. Roll call. Motion carried.

**Approval of bills:** Motion by Willoughby to pay the bills in the amount of \$9618.90 using checks #28194-28205 and EFT #581 and to pay the PC, sexton and painter invoices not to exceed their approved bid amount. Supported by Fickes. Roll call. Motion carried. Motion by Willoughby to disburse payroll and related payroll expenses for the month of February 2021 in the amount of \$13650,248 using checks #12191-12198 and EFT 138-144 Supported by Fickes. Roll call. Motion carried.

#### **Reports:**

**Victor Township Planning Commission:** Updated bylaws and discussed future projects for budget.

The next PC meeting will be held electronically on April 5, 2021 at 7:00 pm. Zoom meeting ID 83394750325 <https://us02web.zoom.us/j/83394750325>

#### **Maintenance & Facilities**

Work is being done to obtain bids on boiler. Motion by Willoughby to approve the purchase and installation of well tank. Supported by Clerk Conklin. Roll call. Motion carried.

#### **Unfinished Business:**

- **Master Plan** – Still under review. Supervisor to reach out to McKenna to discuss contract.
- **Budget** – Motion by Willoughby to accept and approve the board approved agenda Supported by Clerk Conklin. Roll call. Motion carried.

#### **New Business:**

- **PC By-law Update** – Clerk Conklin to revise meeting and oath administration. Motion by Clerk Conklin to accept and place on file with changes. Supported by Willoughby. Roll Call. Motion carried.
- **Board of Review** – Motion by Clerk Conklin to appoint Ben Potter as alternate. Supported by Fickes. Roll call. Motion carried.
- **Reopening Office** – Motion by Clerk Conklin to reopen the township office on March 15, 2021. Supported by Willoughby. Roll call. Motion carried.
- **Budget Adjustments** – Motion by Willoughby to approve budget adjustments. Supported by Townsend. Roll call. Motion carried.
- **RFP 2021** – Bid Acceptance
  - Motion by Willoughby to accept First Choice Lawn and Snow's bid for mowing and snow removal. Supported by Clerk Conklin. Roll call. Motion carried.

- Motion by Clerk Conklin to accept Shawn Smith's bid for maintenance. Supported by Willoughby. Roll call. Motion carried.
- Motion by Willoughby to accept Woodbury Excavating's bid for sexton services. Supported by Clerk Conklin. Roll call. Motion carried.
- Motion by Townsend to accept Irene Pool's bid for custodial. Supported by Fickes. Roll call. Motion carried.

**Extended Public/Board Comment:**

Motion by Willoughby to record future electronic meetings. Supported by Fickes. Roll call. Motion carried.

Motion by Supervisor Conklin to authorize up to \$2,000 for technology to support electronic and in person meetings. Supported by Willoughby. Roll call. Motion carried.

Motion by Clerk Conklin to authorize bank changes and additional safe guards. Supported by Fickes. Roll call. Motion carried.

Clerk Conklin to investigate special assessment process.

Motion by Willoughby to adjourn the meeting at 8:38 pm. Supported by Clerk Conklin. Roll call. Motion carried.



Amanda Conklin, Clerk