

Unapproved

REGULAR MAY 12, 2020 MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P. M.

BECAUSE OF COVID-19, THE MEETING WAS CONDUCTED ELECTRONICALLY WITH “GO TO MEETING” SOFTWARE AND ONE BOARD MEMBER ON THE PHONE. THERE WERE SOME OF THE PUBLIC WHO JOINED ELECTRONICALLY.

THE SUPERVISOR LED THE BOARD IN THE PLEDGE OF ALLEGIANCE TO THE FLAG.

THE FOLLOWING BOARD MEMBERS WERE PRESENT, ROLL CALL.

JAMES CHAPMAN	SUPERVISOR
JANET CLARK	CLERK
DENISE MACFARLANE	TREASURER
NANCY STEPHAN	TRUSTEE
GARY TODD	TRUSTEE
JAMES T. PEEK	TRUSTEE
KELLY CUSHWAY	TRUSTEE

MINUTES

The clerk presented the minutes of the 4-14-2020 regular board meeting.

MOTION was made by J. Peek and supported by D. MacFarlane to accept the minutes of the 4-14-2020 regular board meeting.

MOTION CARRIED. 7 yes

TREASURERS REPORT

The treasurer presented the treasurer’s report:

5-07-2020 General fund balance \$559,965.28

5-07-2020 Sewer fund balance \$499,209.36

MOTION was made by J. Peek and supported by J. Clark to accept the treasurer’s reports as presented in all funds. **MOTION CARRIED. 7 yes**

The treasurer reported the State Shared Revenue has been received for the period of January & February 2020, which is included in 2019-2020 budget numbers.

She also explained that because of the stay at home orders, the State Shared Revenue could possibly decrease 50 percent. (\$50,000.-\$60,000. best estimate)

The supervisor recommended the following non-essential capital improvement projects for this current budget year be delayed:

West Cemetery drive, 190th drive improvements, Stone Hatchery entrance opening, computer network, hall window replacement, phone system, stone wall repair, Stone Hatchery Park security light, estimate of \$40,700.00.

There was a lengthy discussion regarding funding and cost cutting possibilities.

SEWER REPORT

Troy McDonald presented Green Charter Township sewer report remotely as follows:

3-25-2020 - 4-28-2020 34 days

Reading 229,558,130, Total Flow 1,115,030, Average daily flow 32795

KW -561, KW Y.T.D. 1989

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He reported since the letter went out to the sewer users, there has not been another clog in the system.

ASSESSOR'S ANNUAL REPORT

The township assessor remotely presented the 2020 Green Charter Township Assessor Annual report. Copies were presented to the board and the report can be reviewed on township website under the Assessing site.

ELECTION REPORT - May 5, 2020

The clerk reported the Big Rapids Public School election went well even with the change to all absentee voting. 414 ballots were returned and tabulated. It was a long day with more voters than usual due to every voter in BRPS district receiving an absent voter ballot application.

PUBLIC COMMENTS

CANDIDATE FOR OFFICE OF MECOSTA CO SHERIFF

Brian Miller candidate running for Mecosta Co. Sheriff addressed the board via electronic transmission.

OLD BUSINESS - PROJECT BIDS

CURB AND GUTTER WORK TOWNSHIP HALL

The following bids (3) have been received.

Robbin Harsh Excavating, Inc., Clare - \$12,550.00,

DV Apple Logistics, Grand Rapids - \$10,977.36

Gerber Construction Co. Inc., Reed City, - \$5,510.00

There was a discussion.

MOTION was made by J. Peek and supported by G. Todd to accept the bid from Gerber Construction Co. Inc. \$5,510.00 for the curbing on the west side of the existing parking lot adjacent to the existing guardrail for the purpose of water runoff diversion. Conveyance to remove the water from the parking lot into the adjoining ditch without erosion.

MOTION CARRIED. 6 YES, Stephan, Peek, Clark, Todd, MacFarlane, Chapman
1 NO – Cushway

SWING SAFETY ZONE WORK

The Township currently has in storage a new three position swing set ready for assembly. The township needs the assembly of the swing and installation of the cushioned safety zone around the swing. The following bids (2) have been received.

Play Environments Design, Holland - \$4,375.00

M&M Lawn Care & Snowplowing, LLC, Paris - \$3,800.00

There was a discussion.

MOTION was made by J. Peek and supported by D. MacFarlane to contract with M&M Lawn Care & Snowplowing, LLC - \$3,800.00

MOTION CARRIED. 5 YES, Peek, Clark, Chapman, MacFarlane, Todd,
2 NO – Stephan, Cushway

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REPLACEMENT OF WINDOWS IN THE TOWNSHIP OFFICES

One bid has been received. No action was taken since this project was taken off the list or is being postponed.

NEW BUSINESS

ELECTRONIC MONIES COLLECTION

The treasurer presented to the board a proposal for Electronic Monies Collection in the General Fund, Sewer Fund and Tax Collection fund. More and more people are asking to use credit or debit cards for payments.

The following information was presented:

First Data Gateway partnership with Chemical Bank

One-time setup fee of \$99.00 and a \$19.90 fee per month for security, maintenance & protection of the gateway.

Clover Flex is the terminal, purchase price \$499.00

Chemical Bank monthly account fee of \$9.99

First Data will add a percentage to cover the processing fee, or what the township would charge.

First Data will evaluate the percentage fee monthly, making sure it is enough to cover the amount of processing fee. 3% was recommended to start

No monthly minimums, no contract, one year manufacturer warranty on equipment.

Guaranteed next day funding into township's account.

There was a discussion.

MOTION was made by N. Stephan and supported by J. Clark to approve the proposed Electronic Monies Collection in Green Charter township for collection of funds.

MOTION CARRIED. 4 - YES, Stephan, Clark, Chapman, MacFarlane

3 - NO, Peek, Todd, Cushway

PUBLIC COMMENTS

CEMETERY WORK

A trustee asked for clarification on the invoice for the cemetery tree work. The supervisor explained he has talked with M&M and there was a billing error which will be corrected.

The large limbs were on the south fence and along the road at West Cemetery and large limbs at Crapo Cemetery. Both projects were larger than spring cleanup work. The supervisor explained the work needed to be done for safety reasons.

RENTALS

STONE HATCHERY PARK -Currently only one cancellation.

HALL – several bookings have been rescheduled to later dates.

PORTABLE TOILETS – SHP

4-SEASONS will be bringing in the Toilets for public use at SHP May 15th, they will be sanitized 1 time per week.

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REGULAR MEETINGS LIVE- FACE TO FACE

The supervisor reported he hopes to have face to face meetings starting again at the June meeting. He also thanked ISI for donating their time as the moderator for the electronic meeting.

BUDGET AMENDMENTS

NONE

AUTHORIZE PAYMENT OF BILLS

MOTION was made by G. Todd supported by J. Peek to approve payment of the following bills:

GENERAL FUND

4/16/2020- 5/12/2020 ck # 14360- #14395 \$117,161.50

SEWER FUND

4/16/2020– 5/12/2020 CK # 3913- #3924 \$3,100.64

MOTION CARRIED. 7 YES - Stephan, Peek, Clark, Chapman, MacFarlane, Todd, Cushway

Janet Clark, Township Clerk 05/12/2020 – 8:49 P.M. meeting adjourned