

**Unapproved**

REGULAR SEPTEMBER 12, 2023, MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P.M.

THE SUPERVISOR LEAD THE BOARD IN THE PLDEGE OF ALLEGIANCE TO THE FLAG.

THE FOLLOWING BOARD MEMBERS WERE PRESENT, ROLL CALL.

JAMES CHAPMAN	SUPERVISOR
JANET CLARK	CLERK
DENISE MACFARLANE	TREASURER
ROGER CARROLL	TRUSTEE
DALE JERNSTADT	TRUSTEE
SARA RASMUSSEN	TRUSTEE
GARY TODD	TRUSTEE – Absent

**MINUTES**

The Clerk presented the minutes of the August 1, 2023 regular board meeting.

**MOTION** was made by D. MacFarlane and supported by S. Rasmussen to accept the minutes of the August 1, 2023 board meeting.

**MOTION CARRIED 6 YES 1 – ABSENT**

**TREASURERS REPORT**

The Treasurer presented the treasurer’s report:

9-7-2023 General fund balance \$461,220.59

9-7-2023 Sewer fund balance \$604,500.53

**MOTION** was made by R. Carroll and supported by D. Jernstadt to accept the treasurer’s report as presented in all funds. **MOTION CARRIED 6 YES 1 – ABSENT**

Before the meeting proceeded, Sheriff Brian Miller spoke asking those in attendance to be respectful of one another.

**SEWER REPORT**

Troy McDonald 8/1/2023 -8/31/2023 the sewer report – 30 days

Reading 264761930

Total flow 771510

Average daily flow 25758

KW 211

KW Y.T.D 2905

**LEGISTRATIVE REPORT**

**Representative Tom Kuntz** (Mecosta, Clare, Osceola and Lake counties) reported that the new budget, largest in state history, was approved. They were only allotted 90 minutes to read prior to voting. The bill has been signed to have the Presidential Primary in Michigan on the 4<sup>th</sup> Tuesday in February. However, it does not go into effect until 90 days after the house adjourns so the 2024 Presidential Primary may still be in March.

He considers his position to be a customer service business and please reach out if there are concerns.

**Mecosta County Commissioner Randy Vetter** stated the County Commission received a letter from County Administrator Paul Bullock stating that he will not be seeking an extension of his contract and retiring next summer.

The Mecosta County jail was hit by lightning.

## **OLD BUSINESS**

### **COMMUNITY BREAKFAST**

The community breakfast held on September 4<sup>th</sup>, paid for by Green Charter Township Board members, was attended by 150 plus people.

### **SEWER ENGINEERING**

The sewer project has been approved but not yet signed. Big Rapids Township has not made a decision yet regarding the use of the sewer line on the south side of 18 Mile Road. There should be a decision next month. The supervisor recommended that the project get started. He asked for authorization to have Fleis and VanderBrink start plans for the north side of 18-mile road in case Big Rapids Township should deny use of the line on the south side. Two (2) million dollars could be saved if Big Rapids Township agrees for line usage. A map was available for the public to view. Preliminary drawings, for 18 Mile Road line and Lift Station will be available next month for approval. Project covered 100% by subgrant fund with no matching required.

**MOTION** was made by D. MacFarlane and supported by S. Rasmussen to authorize Fleis and VanderBrink to begin preliminary work.

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carrol, 1 absent G. Todd

**9-12-2023**

### **NEW BUSINESS**

Clerk J. Clark spoke regarding the requirements for early voting which will start with the Presidential Primary in 2024. The township could either do early voting by themselves or consolidate with the county or another township. There was a discussion.

### **EARLY VOTING RESOLUTION**

**MOTION** was made by Janet Clark and supported by Denise MacFarlane, THAT GREEN CHARTER TOWNSHIP BOARD INTENDS TO MAINTAIN AN EARLY VOTER SITE THAT IS REQUIRED FOR ALL STATE AND FEDERAL ELECTIONS BE HELD HERE AT THE GREEN CHARTER TOWNSHIP HALL FOR OUR TOWNSHIP RESIDENTS.

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carroll, 1 absent G. Todd

Resolution declared and adopted at the September 12, 2023 meeting of the Green Charter Township Board of Trustees.

### **CROWN CASTLE METRO ACT APP**

A Metro Act Application was received from Crown Castle. It was incomplete. They were notified of the need to complete the application but no response from them.

**MOTION** was made by J. Clark and supported by R. Carroll to table the application approval until a response is received.

**MOTION CARRIED** 6 yes, 1 absent

### **ELECTION MANDATED CAMERA**

With the passage of Proposal 2, drop off AV ballot boxes with light, camera and video were mandated. Roger Carroll and Janet Clark will determine a location by the Clerk's office door.

Security camera: an estimate, for camera and wiring with a new POE (power over ethernet) plug as the current POE is maxed out, is \$1,632.60.

**September 12, 2023**

Drop Box has been received.

**MOTION** was made by R. Carroll and supported by D. MacFarlane to approve the camera installation for the AV ballot drop box for \$1,632.60

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carroll, 1 absent G. Todd

#### **PENSION PLAN UPDATE**

##### **MEETING OF THE BOARD OF TRUSTEES OF GREEN CHARTER TOWNSHIP GROUP PLAN**

A meeting of the Board of Trustees of GREEN CHARTER TOWNSHIP, organized and existing under and by virtue of the laws of the STATE OF MICHIGAN was held on September 12, 2023.

Those present at the meeting were the following Trustees of the Organization: Roger Carroll, James Chapman, Janet Clark, Dale Jernstadt, Denise MacFarlane, Sara Rasmussen, Absent: Gary Todd

The Chair announced that the first order of business was the consideration by the Board of an amendment to the organization's existing 401 (a) Plan. After an explanation of the terms of the proposed change, a motion was made, seconded and it was:

**RESOLVED**, the organization adopt the following amendment:

**Change eligible class to All Elected and Appointed Township Board Members.**

FURTHER RESOLVED, that the amendment above be effective September 12, 2023.

**A Motion was duly made, seconded and adopted.**

_____ Township Clerk and /or Plan Sponsor	Date
Janet Clark, Clerk	9/12/2023

**MOTION** was made by D. MacFarlane and supported by J. Clark to amend the pension plan to include appointed Board Members.

**MOTION CARRIED** 6 yes, 1 absent

#### **TRAINING OPPORTUNITY FOR SUPERVISOR**

Supervisor Jim Chapman requested approval to attend MTA Supervisor Training Conference for two (2) days at a cost of \$365 plus \$145 for lodging.

**MOTION** was made by J. Clark and Supported by D. MacFarlane to approve the attendance of the supervisor to the MTA Supervisor Training Conference.

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carroll, 1 absent G. Todd

#### **NOTICE OF APPOINTMENT OF IMPARTIAL PUBLIC OFFICER**

A letter was received from Mecosta County Clerk Marcee Purcell stating that Michelle Lewis, clerk of Deerfield Township has been appointed the impartial public officer for the November 7, 2023 election.

#### **RESIGNATION**

G. Todd offered his resignation letter dated 9-13-2023 as Board of Trustee member.

**MOTION** was reluctantly made by J. Chapman and supported by J. Clark to accept the letter of resignation. 6 yes. There is a 45-day time line to replace a vacancy.

Appointment to replace the trustee position will be at the October 10, 2023 meeting per MCL 168.37 oa. A voice vote is required, not a secret ballot.

#### **BUDGET AMENDMENTS**

**MOTION** was made by R. Carroll and supported by D. MacFarlane to approve the following budget amendments in the General and Sewer Funds.

**September 12, 2023**

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carroll,  
1 absent G. Todd

9/12/2023 BUDGET AMENDMENTS							
	ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED	NEW	AMENDED
	<b>GENERAL FUND</b>						BUDGET
							BALANCE
#1	101-101-801	COPY MACHINE CONTRACT	\$ 1,343.82	\$ 1,250.00	\$ 1,350.00	\$ 2,600.00	\$ 1,256.18
	FROM					\$ -	\$ -
	11-101-900	PRINTING & PUBLISHING	\$ 1,614.32	\$ 7,000.00	\$ (1,350.00)	\$ 5,650.00	\$ 4,035.68
						\$ -	\$ -
#2	101-101-971	CAPITOL OUTLAY SOFTWARE	\$ 1,450.83	\$ 850.00	\$ 700.00	\$ 1,550.00	\$ 99.17
	FROM					\$ -	\$ -
	101-101-970	SMALL FIXED ASSETS	\$ -	\$ 5,000.00	\$ (700.00)	\$ 4,300.00	\$ 4,300.00
						\$ -	\$ -
#3	101-191-726	ELECTION OFFICE SUPPLIES	\$ 1,563.27	\$ 1,500.00	\$ 100.00	\$ 1,600.00	\$ 36.73
	FROM					\$ -	\$ -
	101-191-728	ELECTION POSTAGE	\$ 970.80	\$ 3,000.00	\$ (100.00)	\$ 2,900.00	\$ 1,929.20
						\$ -	
							AMENDED
						\$ -	BUDGET
	ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED	NEW	BALANCE
	<b>SEWER FUND</b>						
#1	590-000-740	OPERATING SUPPLIES	\$ 694.12	\$ 600.00	\$ 200.00	\$ 800.00	\$ 105.88
	FROM					\$ -	\$ -
	590-000-930	REPAIRS	\$ -	\$ 4,652.00	\$ (200.00)	\$ 4,452.00	\$ 4,452.00

**AUTHORIZE PAYMENT OF BILLS:**

**MOTION** was made by R. Carroll and supported by S. Rasmussen to approve payment of the bills.

**GENERAL FUND**

8/3/2023 – 9/12/2023 CK #16027 - #16096 - \$42,671.32

**SEWER FUND**

8/14/2023 – 9/12/2023 CK#4385 – 4397 - \$3,938.39

**MOTION CARRIED** 6 yes – S. Rasmussen, D. Jernstadt, J. Clark, J. Chapman, D. MacFarlane, R. Carroll,  
1 absent G. Todd

7:45 p.m. Business portion of the meeting has been completed and a five-minute break was called.

**7:50 p.m. PUBLIC COMMENTS**

**3 minutes each**

Brent Mason, Faye Graves, Kelly Cushway, Nancy Neve, Jeff Thorne, Steve Lowery, Steve Beilfuss, Rose Spence, Marjorie Steele, Lori Brock, Kim Herring, John Holdsworth, Joni Luce, Theresa Emshwiller, Todd McLain, Jessica Sharp, Tonya Wright, Debbie Dygert, Bonnie Wilson, Linda Ryder-Smith, Brandi Sweet

9:08 p.m. No other names

Janet Clark, Township Clerk

9/12/2023 9:09 p.m. meeting adjourned