

Unapproved

REGULAR JANUARY 12, 2021 MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P. M.

THE MEETING WAS ALSO CONDUCTED ELECTRONICALLY FOR THE PUBLIC TO VIEW.

THE SUPERVISOR LEAD 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
ROGER CARROLL	TRUSTEE
DALE JERNSTADT	TRUSTEE
JAMES T. PEEK	TRUSTEE
GARY TODD	TRUSTEE

MINUTES

The clerk presented the minutes of the 12-8-2020 regular board meeting and the budget work session meeting of 1-5-2021

MOTION was made by D. MacFarlane and supported by G. Todd to accept the minutes of the 12-08-2020 regular board meeting and the work session meeting of 1-5-2021
7 yes, Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll.

MOTION CARRIED. 7 yes

TREASURERS REPORT

The treasurer presented the treasurer’s report:

1-7-2021 General fund balance \$491,367.33

1-7-2021 Sewer fund balance \$490,605.42

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

SEWER REPORT

Troy McDonald presented the sewer report

12-2-2020 - 12-30-2020 28 days

Reading 236,690,350 Total Flow 865190, Average daily flow 30899

KW -474, KW Y.T.D. 5054

Reported: Troy reported the generator is now working fine.

Troy explained to the board for discussion that the Green Sewer lift station in the near future needs to be replaced to an above ground system.

Suggesting it is best to be done before any failure.

Troy distributed to the board an estimate cost study of BR City’s North State Street lift station replacement.

Items of discussion:

Engineering firm, inspection, grants and long-term planning for the lift station replacement.

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MOTION was made by D. MacFarlane and supported by R. Carroll to contract with Fleis and Vandenbrink Engineering regarding the sewer lift station's replacement study.
MOTION CARRIED. 7 YES Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll.

ASSESSOR REPORT

The 2020 December Board of Review was received, three petitions.
 The supervisor reported Mecosta Co. will not be scheduling board of review training this year, because of covid19. The one new member will have training online with the State.

PUBLIC COMMENTS - None

BUDGET ADOPTION AND SUPPORTING RESOLUTIONS

There was a discussion.

BUDGET ADOPTION & SUPPORTING RESOLUTIONS
2021-2022

General Fund

GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2021-2022

1. **MOTION** was made by D. MacFarlane and supported by J. Peek to approve the proposed line item #101-101-702 salary for the 4 trustees \$ 9,983.00 each \$2,495.75
MOTION CARRIED. 7 yes 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

2. **MOTION** was made by J. Peek and supported by G. Todd to approve the proposed line item # 101-171-702 salary for the supervisor \$ 19,549.42,
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

3. **MOTION** was made by R. Carrol and supported by G. Todd to approve the proposed line item # 101-215-702 salary for the clerk \$ 32,223.30
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

4. **MOTION** was made by J. Peek and supported by R. Carroll to approve the proposed line item # 101-191-704 Election wages clerk salary \$2,000.00 per year (\$500.00 per election, if there are elections).
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

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5. MOTION was made by D. MacFarlane and supported by G. Todd to approve the proposed line item # 101-215-706 deputy clerk salary up to \$18,870.00 for up to 27 hrs. per week @ \$13.45 per hour
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
6. MOTION was made by J. Clark and supported by J. Peek to approve the proposed line item # 101-253-702 salary for the treasurer \$ 18,981.06
 And salary for item # 101-253-705 treasurer summer tax collection \$ 8654.24
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
7. MOTION was made by R. Carroll and supported by G. Todd to approve the proposed line item salary for the deputy treasurer up to \$ 2,500.00 item # 101-253-706 @ \$13.45 per hour
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
8. MOTION was made by D. MacFarlane and supported by G. Todd to approve the proposed line-item salary for per diem rate of \$40.00,
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
9. MOTION was made by D. MacFarlane and supported by J. Clark to approve the standard mileage rate of \$ 0.56.
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
10. MOTION was made by J. Peek and supported by R. Carroll to approve the proposed line item salary for the item # 101-171-706 deputy supervisor up to \$ 1,000.00 @ \$ 13.45 per hour
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
11. MOTION was made by D. MacFarlane and supported by R. Carroll to approve the proposed line item #101-247-702 salary for board of review per diem rate of \$40.00, and/or @ \$13.45 per hour
MOTION CARRIED. 7 yes, 0 no
 yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -
12. MOTION was made by G. Todd supported by D. MacFarlane to approve the proposed line-item salary for cemetery item # 101-276-818 charges
 Vault grave opening \$435.00
 Vault grave opening weekend & holidays \$550.00

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Cremation burial	\$110.00	
Cremation burial weekend & holidays	\$160.00	
Infant burial	\$100.00	
Infant weekend,	\$150.00	
Winter additional charge	\$200.00	
Snow plowing	\$125.00	
Additional repairs in winter	\$125.00	
Additional hourly	\$ 13.45 per hr.	
Foundation installation item # 101-276-704	.35 per sq. inch.	Discussion: Township sets the rates.

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

13. MOTION was made by R. Carroll and supported by G. Todd to approve the proposed line item salary for the **twp. grounds labor \$ 13.45 per hour, \$ 20.28 per hour heavy maintenance.**

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

14. MOTION was made by J. Peek and supported by D. Jernstadt to approve the proposed line-item salary for item # 101-265-702 the **grounds supervisor \$ 361.08 annual**

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

15. MOTION was made by D. MacFarlane and supported by J. Peek to approve the proposed line item # 101-191-702 **election salary \$ 13.45 per hour, \$14.45 per hour chair**

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

16. MOTION was made by D. MacFarlane and supported by J. Peek to approve the proposed line item salary for the **assessor contract \$14.00 per parcel (current # of parcels 2208) \$ 30,912.00**

Final count based on parcel count on March 31st, 2021

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

17. MOTION was made by D. Jernstadt and supported by D. MacFarlane to approve the **April 1, 2021-March 31, 2022 General Fund budget. \$578,477.02**

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

18. MOTION was made by R. Carroll and supported by D. Jernstadt to **increase the rent on the Townhall to \$100.00** as of April 1, 2021. Rentals booked by March 31, 2021 will remain at \$75.00. MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

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Sewer Fund

GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2021-2022

1. MOTION was made by J. Clark and supported by J. Peek to approve the proposed line item salary for the supervisor item # 590-171-702 in the sewer fund \$ 5,922.82

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

2. MOTION was made by D. MacFarlane and supported by D. Jernstadt to approve the proposed line item salary for the clerk item #590-215-702 in the sewer fund \$4,747.58

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

3. MOTION was made by J. Clark and supported by J. Peek to approve the proposed line item #590-265-702 salary for the treasurer in the sewer fund \$ 8,771.87.

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

4. MOTION was made by R. Carroll and supported by J. Peek to approve the proposed line-item salary in the item # 590-000-705 administration sewer fund per diem rate of \$ 40.00, and/or @ \$13.45 per hour

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

5. MOTION was made by D. MacFarlane and supported by J. Peek to approve the proposed line item salary Item # 590-000-703 sewer operation & maintenance non administration in the sewer fund \$ 4,557.23 annual per diem 590-000-704 rate of \$ 40.00, and/or @ \$ 15.52 per hour AND \$20.00 PER HOUR HEAVY LABOR

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no -

6. MOTION was made by R. Carroll and supported by G. Todd to approve the

April 1, 2021 - March 31, 2022 Sewer Fund budget

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Carroll Peek, Clark, Chapman, MacFarlane, Todd, - 0 no -

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OLD BUSINESS**REVIEW OF ROAD MILLAGE SITUATION**

The supervisor reported the Mecosta County Road Commission is not going to put a road millage on the May election.

There was a lengthy discussion. The township will continue with the action to put a road 2 mill proposal on the ballot in May.

STONE WALL REPAIR FOR STONE HATCHERY PARK

There was a discussion on the proposal for the stone wall repair at the Stone Hatchery Park. Trustee Carroll suggested he will contact another contractor for another estimate.

PHONE SYSTEM FOR TOWNSHIP HALL

The supervisor presented to the board a Go To Connect price quote for five users, with Yealink IP phones with three lines & HD voice.

Fax to email, internet phones, integrates with current system, messages, \$101.75 per month for three lines and includes the phones.

There was a discussion. (current rate \$147.00 per month)

MOTION was made by R. Carroll and supported by G. Todd to contract with Yealink for the phones and service for a 15-month contract. Installation to Twp system not to exceed \$300.00.

MOTION CARRIED. 7 yes, 0 no

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no –

NEW BUSINESS**BOARD OF REVIEW APPOINTMENT**

MOTION was made by J. Peek and supported by G. Todd to appoint the following to the next two-year term 2021 and 2022 for Board of Review, Virgil Duane Clark, James Coburn, Gary Scramling and Shirley Jernstadt alternate.

MOTION CARRIED. 7 YES 0 NO

HALL FRONT DOOR GLASS REPACEMENT

The supervisor presented a repair estimate for the repair and replacement of the east entrance door window tint, low-e tempered door lite, 1/16” polycarbonate for message sign, and service call. Estimate \$612.06

MOTION was made by J. Clark and supported by D. MacFarlane to approve the maintenance repair by Reed City Glass for the townhall east entrance door windows and the message board plastic estimate \$612.06.

MOTION CARRIED. 7 YES 0 NO

yes – Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll- 0 no –

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BUDGET AMENDMENTS

MOTION was made by J. Peek and supported by D. MacFarlane to approve the following budget amendments. 7 yes Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll

1/12/2021 BUDGET AMENDMENTS							
	ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED	NEW	AMENDED
	GENERAL FUND				AMOUNT	BUDGET	BALANCE
#1	101-101-726	ELECTION OFFICE SUPPLIES	\$ 2,707.19	\$ 2,595.00	\$ 113.00	\$ 2,708.00	\$ 0.81
	from						
	101-101-969	ELECTION MEALS	\$ 79.19	\$ 500.00	\$ (113.00)	\$ 387.00	\$ 307.81
#2	101-209-956	ASSESSING MISC	\$ 58.83	\$ 1.00	\$ 65.00	\$ 66.00	\$ 7.17
	from					\$ -	\$ -
	101-209-726	ASSISSING OFFICE SUPPLIES	\$ 117.19	300	\$ (65.00)	\$ 235.00	\$ 117.81
						\$ -	\$ -
						\$ -	\$ -
#3	101-265-724	INTERNET SERVICES	\$ 2,271.81	\$ 2,000.00	\$ 1,000.00	\$ 3,000.00	\$ 728.19
	from					\$ -	\$ -
	101-265-970	TWP. HALL SMAL FIXED ASSETS	\$ 1,318.97	\$ 4,000.00	\$ (1,000.00)	\$ 3,000.00	\$ 1,681.03

PUBLIC COMMENTS - NONE**AUTHORIZE PAYMENT OF BILLS**

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

GENERAL FUND

12/10/2020- 1/12/2020 ck # 14710- #14744 - \$24,339.82

SEWER FUND

12/15/2020- 1/123/2021 CK # 3985- #3994 - \$2,596.01

MOTION CARRIED. 7 yes Jernstadt, Peek, Clark, Chapman, MacFarlane, Todd, Carroll

2021-2020 GREEN CHARTER MEETING DATES

MOTION was made by J. Peek and supported by G. Todd to approve the following Green Charter Twp. Regular monthly board meeting dates:

Second Tuesday each month 7:00 p.m. for 2021-2022 budget year.

4-13-2021
 5-11-2021
 6-08-2021
 7-13-2021
 8-10-2021
 9-14-2021
 10-12-2021
 11-09-2021
 12-14-2021
 1-11-2022
 2-08-2022
 3-08-2022

Janet Clark, Township Clerk 1/12/2021 – 8:47 P.M. meeting adjourned

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