

Unapproved

REGULAR JUNE 8, 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 4-21-2021 special board meeting.

MOTION was made by G. Todd and supported by D. MacFarlane to accept the minutes of the 4-21-21 special board meeting.

MOTION CARRIED. 7 yes

The clerk presented the minutes of the 5-11-2021 regular board meeting.

MOTION was made by D. MacFarlane and supported by R. Carroll to accept the minutes of the 5-11-21 regular board meeting.

MOTION CARRIED. 7 yes

TREASURERS REPORT

The treasurer presented the treasurer’s report:

6-7-2021 General fund balance \$473,917.65

6-2-2021 Sewer fund balance \$498,121.61

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

SEWER REPORT

Troy McDonald presented the sewer report

4-29-2021 - 5-30-2021 31 days

Reading 241310250 Total Flow 878620, Average daily flow 28342

KW -379, KW Y.T.D. 2349

Sewer connection for Dollar General went well. The contractor did the work under the supervision of the township’s O&M person Troy McDonald.

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PUBLIC COMMENTS

A resident asked if another attempt for a road millage would be presented.

No further action was taken at this time.

He also expressed concern about the closed bridge on 220th Avenue

Also questioned the resurfacing on 220th Avenue 19 Mile to 18 Mile. It was explained that it was the Mecosta Co. Rd Commission decision.

NEW BUSINESS**COMMUNITY FIRE WORKS**

Big Rapids Lions Club member Dave Hamelund was present explaining the annual Community fireworks for the 4th of July is short on funding because of circumstances of this past year.

There was a discussion. The Michigan Township Association and the Township Auditor approved this type of expenditure for the community fireworks event.

The board emphasized that the township is supportive of the fireworks on July 2nd, 2021, Community Fireworks.

MOTION was made by J. Peek and supported by R. Carrol to contribute \$2,500 for this year's 2021 community fireworks display.

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

OLD BUSINESS**MUNICIPAL FINANCIAL ADVISOR SEWER LIFT STATION REPLACEMENT PROJECT**

There was a lengthy discussion on the two firms:

Bakertilly Municipal Advisor, LLC, and Bendzinski & Co. Municipal Finance Advisor

MOTION was made by D. MacFarlane and supported by J. Peek to contract with Bendzinski & Co. Municipal Finance Advisor, to serve as the Registered Municipal Advisor for the issuance of Sanitary Sewer System Improvement Bonds. For the proposed fee of \$7,500.

MOTION CARRIED 7 YES Carroll, Todd, MacFarlane, Chapman, Clark, Peek, Jernstadt

STONE HATCHERY PARK - POST LIGHT

The Supervisor presented to the board information on the proposed outdoor street lantern, 4-light, near the present restroom location. Proposed light will provide lighting for the restroom area and swing play area, dusk to dawn, estimated cost of \$2,605.

There was a lengthy discussion.

MOTION was made by J. Clark and supported by G. Todd to approve the post light installation for the Stone Hatchery Park for \$3,000.

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

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NEW BUSINESS**MTA -MICHIGAN TOWNSHIP ASSOCIATION DUES**

There was a discussion on MTA annual dues.

\$1,872.18 - annual dues

\$56.17 - legal defense fund contribution (optional)

MOTION was made by J. Peek and supported by D. MacFarlane to approve MTA annual dues and the legal defense fund contribution in the amount of \$1,928.35.

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

CREDIT CARD POLICY UPDATE RESOLUTION

MOTION was made by G. Todd and supported by J. Peek to approve the Green Charter Township Credit Card Use Policy Resolution.

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

**TOWNSHIP OF GREEN CHARTER
COUNTY OF MECOSTA, MICHIGAN**

At a regular meeting of the Township Board of the Charter Township of Green held at the Green Charter Township Hall on the June 8, 2021

PRESENT: R. Carroll, G. Todd, D. MacFarlane, J. Chapman, J. Clark, J. Peek, D. Jernstadt

ABSENT: none

The following resolution was offered by G. Todd seconded by J. Peek

**RESOLUTION - CREDIT CARD USE POLICY
(PA 266 OF 1995)**

WHEREAS, Public Act 266 of 1995 authorizes a Township to be a party to a credit card arrangement if the Township Board has adopted by resolution a written policy governing the control and use of credit cards, and

WHEREAS, the Township Board deems that it is in the best interest of the Township to make certain financial transactions by using a credit card as described in the Act,

NOW THEREFORE BE IT RESOLVED that the following policy shall govern the use of Township credit cards:

- (a) The Township Clerk & Treasurer are responsible for issuing, accounting for, monitoring, retrieving and generally overseeing compliance with the Township's credit card policy.

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- (b) Township credit cards may be used only by the Township Clerk, Township Treasurer or Township Supervisor for the purchase of goods or services for the official business of the Township, and for purchases made online that require a credit card transaction.
- (c) Township officers who use a Township credit card shall, as soon as possible, submit a copy of the transaction to the Township Clerk. This should be in the form of a signed voucher that shows the name of vendor or entity from which goods or services were purchased, the date and the amount of the transaction, the official business that required the transaction, and the chart of account number indicating the line item to which the transaction is to be charged. Any copy of correspondence (emailed receipt, etc.) from the vendor should accompany this voucher.
- (d) An official who is issued a credit card is responsible for its protection and custody. If a credit card is lost or stolen; the township clerk and treasurer shall be notified. The entity issuing the lost or stolen credit card shall be immediately notified to cancel the card.
- (e) An officer issued a credit card shall return the credit card to the Treasurer upon termination of his or her employment or service with the Township.
- (f) The Clerk shall maintain a list of all credit cards owned by the Township, along with the name of the officer and employee who has been issued the credit card, the credit limit established, the date issued, and the date returned. Each employee shall initial the list beside his or her name to indicate agreement that the credit card has been issued, and that the employee has received and read a copy of this policy. The Clerk shall review each credit card statement as soon as possible to ensure that transactions comply with this policy. Any transactions that do not appear to comply with this policy shall be reported to the Township Board.
- (g) The Township shall not approve a payment to the entity issuing the credit card until all transactions have been verified, including the approval of all transaction invoices if issued.
- (h) The balance including interest due on an extension of credit under the credit card arrangement will be paid for within not more than 60 days of the initial statement date.
- (i) Officers who use a Township credit card in a manner contrary' to this policy shall be subject to the following disciplinary actions, as deemed appropriate by the Township Board:
 - verbal counseling
 - written reprimand
 - reimbursement to the Township for unauthorized expenditures.
- (j) Any purchases made online using a credit card are subject to the adopted purchasing policy.
- (k) With the maximum of \$2,500 \$2,000. per item.

AYES: 7- R. Carroll, G. Todd, D. MacFarlane, J. Chapman, J. Clark, J. Peek, D. Jernstadt

NAYS: none

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RESOLUTION DECLARED ADOPTED.

Janet Clark, Green Charter Township Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Charter Township of Green at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Janet Clark, Township Clerk, Green Charter Township

PUBLIC COMMENTS

FYI

Information reported by the supervisor:

- Repair of the stone wall at Stone Hatchery Park should begin in a month.
- The dead tree at the south side of the hall will be removed and replaced later in the fall.
- Continuing to work with Grant Twp. regarding broadband funding for the townships. Contacts have been made with the FCC and our legislatures.
- Information has been received that Mecosta Co. Parks property, which has been designated for use by the Boy Scouts and youth of Mecosta County for more than fifty years has been initiated by Mecosta County Paul Bullock and Marilyn Bradstrom to close this recreation park area and remove all buildings.
- July 6, 2021, 10 a.m. a meeting is scheduled at the Mecosta County Parks Office.
- 190th Avenue road project – trees and stumps have been removed.
- Ash Drive road project has not yet been completed.
- Mecosta County Sheriff has hired several new deputies.

PUBLIC COMMENTS

Resident Linda Peek reported the Scouts of community for many years have provided volunteer service on trails and foot bridges for the parks of Mecosta County and Green Township.

Resident Joan Pekrul appreciated the recognition of the late Supervisor Bob Baldwin with the signage at the Spruce Road Bridge and the funding for the Community 2021 July 4th fireworks display.

Trustee Peek suggested when replacing the townhall tree to do so with private funding and in memory of the late Supervisor Bob Baldwin.

BUDGET AMENDMENTS

MOTION was made by J. Peek and supported by D. Jernstadt to approve the following budget amendments.

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

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6/8/2021		BUDGET AMENDMENTS						
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED	AM NEW	AMENDED	BUDGET	
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED	NEW	AMENDED		
	GENERAL FUND							
#1	101-265-724	TOWNHALL INTERNET SERVICES	\$ 2,890.62	\$ 2,000.00	\$ 3,500.00	\$ 5,500.00	\$ 2,609.38	
	FROM							
	101-265-970	TOWNHALL SMALL FIXED ASSETS	\$ -	\$ 4,000.00	\$ (3,500.00)	\$ 500.00	\$ 500.00	
						\$ -	\$ -	
						\$ -	\$ -	
#2	101-101-961	TWP. BD. PUBLIC RELATIONS	\$ -	\$ 1.00	\$ 2,500.00	\$ 2,501.00	\$ 2,501.00	
	FROM					\$ -	\$ -	
	11-101-960	TWP. B. EDUCATION & TRAINING	\$ -	\$ 4,500.00	\$ (2,500.00)	\$ 2,000.00	\$ 2,000.00	

AUTHORIZE PAYMENT OF BILLS

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

GENERAL FUND

5/8/2021- 6/08/2021 ck # 14907- #14940 - \$29,036.44

SEWER FUND

6/8/2021– 6/8/2021 CK #4054- #4060 - \$2,626.34

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

Janet Clark, Township Clerk 6/08/2021 – 8:36 P.M. meeting adjourned

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