

PIERSON TOWNSHIP
Board Meeting Minutes

21156 W. Cannonsville Rd, Pierson, MI 49339

May 18, 2021

7:00 pm

A. Meeting

1. Call to order: 7:00 PM
2. Pledge of Allegiance
3. Roll Call Present: Buyze, Bergman, Burkholder, Grice, Hyrns

B. Meeting Agenda

Motion: Burkholder

2nd: Bergman

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

- C. Consent Agenda: Pierson Township Board Meeting Minutes from April 20, 2021 with correction; JE 1238 Budget Amendment for BWL new GL 230-571-960.001 created for reimbursement of training costs \$238.00 approved by Jon Durren the Treasurer for BWL, Register of Warrants/Checks/Payroll dated April 21, 2021 – May 17, 2021; Check register: April 1 - 30, 2021, Invoices to be paid from the General Fund: Inv. 21527 to Bloom Sluggett for \$579.50 for Zoning legal services 101-101-803.000; Inv. 10621 to Siegfried Crandall PC or \$5,500.00 for Audit Services 101-223-801.001; Inv. 2584206 to MML Workers Compensation Fund for \$785.00 from Ins. 101-865-911.000; Inv. 26 to Creekside Computer Support for \$240.00 various GL's; Invoices to be paid from the Sewer Fund(s): Inv. 64617 to Grand Valley Concrete Products for 590-536-955.002 BWL/2454 W. Shore Dr/Permit 336; Inv. 93395 to Prien & Newhof for Well Monitoring: from BWL 590-536-836.001 for \$57 and LWL 592-536-836.001 for \$38; Inv. 110510 to Main-Tech for \$1950.00 LWL O/M; Inv. 110509 to Main-Tech for \$175.00 BWL 60%/LWL 40% Treatment site; Inv. 110508 to Main-Tech for \$2792.00 BWL O/M; Inv. SE65004696 to ProFormat for \$268.01 for Supplies/Checks LWL \$170.01 BWL \$98.00; Sewer Register of Checks from May 1 – May 17, 2021; Correspondence, Assessor's April Activity Report; Zoning Report, Sand Lake March Fire Report; Howard City March Fire Report; BWL/LWL April Sewer Report.

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved under one blanket motion.

Motion: Bergman

2nd: Burkholder

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

D. Approval of Treasurer's Report

Motion: Burkholder

2nd: Bergman

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

E. Public Comments

F. New Business:

- A. Approve 2021 Audit/representation letter to Siegfried Crandal PC.

Motion: Burkholder

2nd: Buyze

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

- B. Authorize Supervisor to cancel BHS (County Sewer Insurance Company) and authorize Burnham Flowers Insurance Rider for: BWL & LWL Sewer in the amount of \$953.00.

Motion: Grice

2nd: Bergman

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

- C. American Rescue Plan: tabled for more information.

- D. Domain (.gov vs. .org): tabled for domain renewal cost.

- E. MML Grant Application: security camera grant tabled until fall.

- F. Louck Sanitary Sewer Connection Agreement (updated to reflect township) Resolution 2021-10.

Motion: Burkholder

2nd: Buyze

Roll Aye: Buyze, Bergman, Burkholder, Grice, Hyrns Nay: none

G. Committee Updates

a. Planning Commission:

1. Open Planning Commission positions: fill position after Wind Ordinance is complete.
(Burkholder motion to add Janet Moore, 2nd by Buyze, motion failed (Burkholder only yes).
2. Wind Ordinance: Public Hearing June 3 at 7 pm (Rain date June 10 at 7PM)
3. Rental Ordinance: discussion at next regular meeting July 15 at 7 pm

b. Community & Economic Growth – cancelled next meeting June 10; Kristy Lecceadone to resign and Roger Rockburn to become a Consultant member.

Post for member to fill vacancy by Kristy Lecceadone.

Motion: Burkholder

2nd: Buyze

Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

c. Parks & Recreation

1. Dora Schroeder & Janet Moore resignations once seats filled.
2. Don Knottnerus to become a Consultant.

Post for 2 positions for Parks & Recreation

Motion: Burkholder

2nd: Bergman

Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

3. Land Survey

Parks & Recreation Committee to obtain competitive bids to hire a surveyor for the suggested Bassett land donation.

Motion: Burkholder

2nd: Buyze

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

Obtain a porta-potty for the Community Garden. Funds will come from Township Grounds.

Motion: Burkholder

2nd: Grice

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

G. Open Items:

1. Road Millage Discussion: tabled

2. [LWL Bond] Project fund awaiting checks to clear/interest/then close.

Motion: Burkholder

2nd: Buyze

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

3. Sewer Management

- a. County Audit/Sewer Funds to Township (1/2 BWL & LWL O/M and full Debt acct received)
- b. Utility Billing BS&A program – first installment made/on schedule
- c. MiWaters account (Evink)- (Buyze follow up)
- d. Credit Card/Ach payments (Hyrns) – tabled for SAC
- e. Envelopes or postcard- tabled for SAC. June bills will go out in regular envelopes

4. BS&A Software

- a. Building Department \$15,445 – first installment made/on schedule.

5. Township Improvements

- a. Carpet quotes (updated/Buyze) – tabled until June 2021 for further review of budget and to get updated quotes on carpet and quote on laminate.
- b. Storage Shed (Buyze)-tabled for more quotes
- c. Stove Survey (Burkholder) (Arks install \$585) Survey's going out.
- d. Sidewalk Repairs (Bergman) will have bids for Junes Board Meeting
- e. Fence – approved and awaiting installation – Grice to follow up.
- f. Server/IT Proposal for Monitors/Server Storage (Burkholder)

1. Accept IT bid for Deputy Treasurer upgrade up to \$1,250 [Tower and monitor].

Motion: Hyrns

2nd: Buyze

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns

6. State Chart of Accounts - Auditor working on (Josh)

7. Policy Manual

- a. Sewer Cash Handling Procedures: tabled
- b. Supervisor to approve Sewer Bills until policy approved

Motion: Burkholder

2nd: Buyze

Roll Yes: Buyze, Bergman, Burkholder, Grice No: Hyrns

H. Public Comments

I. County Commissioner – Brandon Stowell~absent

J. Announcements and Board Comments:

Buyze thanked the team for a great Audit! Saturday June 5 from 8-12 pm Pierson Township Clean up, contact Dan Buyze to be a volunteer.

K. Adjournment: 8:38 PM

Motion: Grice

2nd: Burkholder

Roll Yes: Buyze, Bergman, Burkholder, Grice, Hyrns