

PIERSON TOWNSHIP
Board Meeting Minutes

21156 W. Cannonsville Rd, Pierson, MI 49339

August 17, 2021

7:00 pm

A. Meeting

1. Call to order: 7:00 pm
2. Pledge of Allegiance
3. Roll Call Present: Buyze, Bergman (late 7:10 pm), Burkholder, Grice, Hyrns

B. Approve Meeting Agenda.

Motion: Burkholder

Roll Call Yes: Buyze, Burkholder, Grice, Hyrns

2nd: Buyze

Absent: Bergman

- C. Approval of the Consent Agenda: Pierson Township Board Meeting Minutes from July 20, 2021, Pierson Township Special Board Meeting from August 10, 2021; Budget Amendments: See "batch budget amendments" attached; Consideration of bills: Register of Warrants/Checks/Payroll dated July 20, 2021 – August 17, 2021; Check register: July 1 - 30, 2021; Invoices to be paid from the General Fund: Inv 29 to Creekside Computer Services total: \$471.50 101-101-730.000 for Twp/Trustee: \$157.50 and 101-171-730.000 Supervisor/Dep Sup: \$269.00; Inv 106848 to Siegfried & Crandall for July/ARPA application figures 101-101-818.005 for \$210.00; Inv 950 to Heckman & Son for Lawn service 101-276-818.008 \$800.00; Inv 678998 to Point Broadband 101-265-925.000 for \$142.08; July 2021 Consumers Energy 101-751-920.000 LED/Winslow for \$7.67; Inv 00281861 to Greenville Daily News 101-101-900-000 for \$121.40; Inv 96741 to Hart InterCivic 101-262-729.000 for \$3,618.00; Invoices to be paid from the Sewer Fund(s): BE65005436A Proforma for deposit books for each account BWL: \$44.00 from 590-536-752.000; LWL: \$44.00 from 592-536-752.000; LWL/Debt Acct \$44.00 from 592-536-752.000; Register of Checks from July 1 – July 30, 2021 & BWL & LWL July 20 –Aug 17; Correspondence; assessors activity report, zoning report, Villages of Sand Lake & Howard City Fire Reports; BWL/LWL Sewer report was not available at time of meeting.

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

Motion: Burkholder

Roll Call Yes: Buyze, Burkholder, Grice, Hyrns

2nd: Buyze

Absent: Bergman

D. Approval of the Treasurer's Report

Motion: Grice

Roll Call Yes: Buyze, Burkholder, Grice, Hyrns

2nd: Buyze

Absent: Bergman

E. Public Comments

F. New Items

1. Sewer Management

- a. Accept the county offer for Big & Little Whitefish Lake Sewer of half the variance of the [Operation & Maintenance Fund(s)] O/M Audit findings with the stipulation that should additional audit findings show funds from either lake fund were misappropriated to either lake [fund] those funds will be replaced as appropriate by Pierson Township.

Motion: Buyze

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

2nd: Burkholder

- b. Transfer of assets/Deed from county still required.

2. Committee Updates

a. Planning Commission:

- i. ZBA Public Hearing on August 18, Next Planning Commission meeting October 15, 2021 at 7pm.

- ii. Creation of Construction Board Committee of Appeals [with the adoption of the International Property Management/IMPC code.
 Motion: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Bergman
- iii. Accept proposed members: Frank Menete (State Boiler Inspector), Les Grimm (Electrician), and Jeff Taylor (Heating & Cooling) [additional members may be added per code guidelines].
 Motion: Buyze Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Hyrns
- b. Community & Economic Growth – August meeting cancelled
 - i. Two open Committee Seats
 - ii. Thank you to Dora Schroeder for her service.
- c. Parks & Recreation – August meeting cancelled
 - i. Supervisor working with Assessing for legal description for the Bassett deed.
 - ii. Meeting schedule to be adjusted after deed is completed for Park planning.
- 3. Casair/Internet Email provider – tabled for further review
- 4. Federal Procurement Conflict of Interest Policy based on MTA sample [American Rescue Plan].
 Motion: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Buyze

G. Open Items:

- 1. American Rescue Plan
 - a. Treasurer to open bank account for American Rescue Plan funds.
 Motion: Hyrns Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Buyze
- 2. Road Millage – Committee to be formed
- 3. Cemetery grave issue – Surveyor coming August 24, 2021.
- 4. Township Improvements
 - a. Carpet – Volunteers for moving furniture/cabinets 8/24
 - b. Approve Bid from Rustic Builds for \$7,900 for a storage shed which includes siding and roll-up door. [Building Improvement 101-265-934.000]
 Motion: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Bergman
 - c. Stove Survey (Burkholder) (Arks install \$585) (no change/surveys going out)
 - d. Approve Clerk to shop for additional tables for township hall [rentals].
 Motion: Burkholder Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Buyze
 - e. Server/IT Proposal for Monitors/Server Storage (Burkholder)
 - 1. Reminders for township officials to clean up stored email and compare with retention schedules.
- 5. State Chart of Accounts - Auditor (Josh) scheduled for December 2021.
- 6. Policy Manual
 - a. Review section 4 – table until Sept 21

H. Public Comments

I. County Commissioner – Brandon Stowell - absent

J. Announcements and Board Comments: Buyze will invite Sherriff Williams to next board meeting for update.

K. Adjournment: 7:46 pm

Motion: Grice Roll Call Yes: Buyze, Bergman, Burkholder, Grice, Hyrns
 2nd: Buyze