

Nelson Township Board Meeting
2 Maple Street
Sand Lake MI 49343
June 13th, 2023
5 p.m.

The clerk called the meeting to order at 5pm, followed by the Pledge of Allegiance.
Present: Clerk Hoffman Treasurer Austin, Trustees DeJong George. Absent: Supervisor Britton.
In the absence of the Supervisor a motion by DeJong and supported by George to appoint DeJong to chair the meeting. There were six people in the audience.

Approval of Meeting Agenda: A motion by Austin, to add under New Business g.) Availability of Minutes; h.) workshop day. Supported by George.
Motion passed unanimously.

Minutes of the Previous Meeting: Austin made the motion to approve May 9th minutes as corrected. Supported by DeJong. Motion passed unanimously.

Financial Report: accepted as presented.

Accounts Payable: A motion by Hoffman to pay all invoices as presented. Supported by George.
Roll call vote: Motion passed unanimously.

Public Comments: Judge Jeffrey J. O'Hare gave a brief description of the "Recovery Court Program" he chairs to extend help with those with addictions.

Reports

- a. Zoning and Enforcement: On file in the clerk's office.
- b. Fire Departments: Reports received from CSFD and SLFFD.
- c. Roads: Was dust layering completed before Memorial Day? Treasurer reported Becker Road between Myers Lake and Pine Lake is scheduled for repaving.
- d. Library: Busy time for the library, Program participants continue to increase; lunches at the library.

Correspondence

Consumers Energy scheduled for work at the library; Elan credit line was increased; Audit will start August 7th.

New Business

- a. Office Manager - Susan VanEnk: Tabled

b. Multi-Hazard Mitigation Plan Resolution 2023-007: A motion by Austin and supported by George. Motion passed unanimously.

c. I.T. right Network Security/Firewall Quote: DeJong made the motion to accept Quote VC3Q26786, Austin supported. Motion passed unanimously.

d. Annual J&R Recyclers Application: Austin, with support by DeJong approved the Annual Salvage yard license for 15730 Northland Dr. Motion passed unanimously.

e. MTA Online Training: Hoffman, with support by George to include Premium Pass to the annual MTA Invoice 7/1/2023 to 6/30/2024.

f. I.T. Right Quote VC3Q26931: Austin, with support by George approve I.T. Right Quote VC3Q26931 for 5 computers. Motion passed unanimously.

g. Availability of Minutes: George made the motion according to the Open Meeting Act to have the draft minutes posted on the website within 8 days of the meeting; and the approved minutes within 5 days. Supported by DeJong. The policy for posting the minutes to the website is as follows: clerk will send the draft and/or approved minutes to the Admin Assist and cc Trustee DeJong, they will post the minutes to the website within 24 hours. The clerk stated the draft minutes have always been available through the clerk's office within the time frame; also, the clerk stated when posting draft minutes and approved minutes there could be confusion. Motion passed unanimously.

h. Workshop Day: DeJong made the motion to form a committee including two board members, one staff and community input. Seconded by Austin.

Motion passed unanimously.

Unfinished Business

a. Power Point: Austin said it should have read Point & Pay: Austin made the motion to approve Point & Pay which includes a \$500.00 setup fee and a monthly rate of \$50.00. Austin also said a policy will be available by July's board meeting. Seconded by DeJong.

Roll call vote: George: Yes. Austin: Yes. Hoffman: Yes, if a policy is written by July board meeting.

Extend Public Comments: None

Board Comments: Hoffman asked if all agenda items and documentation could be sent to the supervisor by 1st of the month; Township Audit will start August 7th; and for the building assistant to use the standard building and accounting sheets. Examples were handed to the Treasurer.

Adjournment: without objection the Nelson Township board meeting was adjourned at 6:07 pm.

Laura Hoffman, Clerk
Nelson Township