

**TOWNSHIP**  
**BOARD OF TRUSTEES**  
**REGULAR MEETING MAY 13, 2019**

George Whittington called the meeting to order at 7:00 pm. Roll call was taken. George Whittington, Darla Rippee, William Stewart, Kristy Gustafson and Laura Dawson were present.

- **Guests:** Commissioner Steve Glaser gave a report.
- **Consent Agenda:** George made a motion to approve the Consent Agenda with the Clerk's additions and corrections. Bill seconded said motion. Roll call was taken. George: yes, Bill: yes, Kristy: no, Darla: no, Laura: yes. A yes motion carried.
- **Code Enforcement Report:** George gave a brief update as Tim is on Medical Leave
- **Web Page Report.** Bill Stewart gave a brief report. Laura gave a packet of information, which had been given in 2018 from Shumaker company. She is asking the Board to review it and possibly use said company, as she feels it would be too much work to bring our website up to date and be ADA compliant. Bill stated he is trying to get a quote from another company.
- **Fire Report:** Daryl said there were 57 total runs last month. 43 of those runs were in Lee, 8 were in Greendale and 6 mutual aid. A quote had been presented in packet from Global Test Supply for Calibration Gas Regulator for \$266.16. After discussion, George made a motion for said purchase. Seconded by Laura. Roll call was taken. Bill: yes, Kristy: yes, Darla: yes, Laura: yes, George: yes. A yes motion carried. Daryl informed the Board that Tanker 1130 will be needing repairs soon.
- **Park/ Hall report:** Heidi gave said report.
- **Correspondence:** George and Laura presented for anyone who wanted to view.
- **Unfinished Business.** John Hancock Pension plan was discussed. George made a motion to approve up to 50% employee investment into their pension. Seconded by Bill. A yes voice vote carried. Laura will contact John Hancock and BS & A to begin implementing. Bill made a motion to approve the given numbers that were presented last month in reference to the Medical Marijuana Ordinance. Seconded by Kristy. Roll call was taken. Kristy: yes, Darla: no, Laura: yes, George: yes, Bill: yes. A yes motion carried. Laura will type up said ordinance and bring back to the table next month for review.

- **New Business:** George made a motion to approve all interested Board members to attend the June 6, 2019 MCTOA meeting. Seconded by Bill. Roll call was taken. Darla: yes, Laura: yes, George: yes, Bill: yes, Kristy: yes. A yes motion carried. The petty cash policy was discussed. Laura stated it is very outdated. She will scan and send to Board members for an update. The Compliance Posters were discussed. Kristy explained the difference between the 3 quotes. Kristy made a motion to go with Labor Law Center at the price of \$125.98. Bill seconded said motion. Roll call was taken. Laura: yes, George: yes, Bill: yes, Kristy: yes, Darla: yes. A yes motion carried. A quote from Laser Connection was presented for the purchase of two Laptops at the price of \$1,398.00. Also, to include antivirus and Office 365 at the apx. cost of \$119.00 and \$105.00. Roll call was taken. George: yes, Bill: yes, Kristy: yes, Darla: yes, Laura: yes. A yes motion carried.
- **Planning Commission:** Doris French gave said report.
- **Grant Committee:** Doris French gave said report.
- **Code Authority Report:** Darla Rippee gave said report.
- **Any Other Business:** Laura explained the information from American Legal Publishing on Codification. She would like to have more discussion on said topic and for the Board members to review information presented. Laura also presented information on direct deposit of payroll checks. More discussion later. The Consumers packet of information on a Street Light installation in front of the Waste Transfer Station was discussed at a past meeting. The contract was presented for approval. Kristy made a motion to approve said installation at the price of \$100.00 Bill seconded said motion. Roll call was taken. Bill: yes, Kristy: yes, Darla: yes, Laura: yes, George: yes. A yes motion carried.
- **Public Comment:** Was open from 8:35 – 8:45 pm.
- **Adjournment:** As no other business was presented, George made a motion to adjourn. Bill seconded said motion. Voice vote of yes carried. Meeting was adjourned at 8:45 pm.

Respectfully submitted,

Laura Dawson  
Lee Township Clerk

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Lee Township Clerk

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Lee Township Supervisor

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