

LEE TOWNSHIP BOARD OF TRUSTEE

DECEMBER 14, 2020 AT 7:00 PM

ZOOM

Kristy Gustafson called the meeting to order at 7: 01 pm. Roll call was taken. Darla Rippee, Kristy Gustafson, Jessica Barber, Lawrence Henry, and Laura Dawson were present, as well as a few guests.

- **Guests:** Steve Glaser our County Commissioner gave a brief update on Current Events with the Jail as well as Pine Crest. He stated a few positions with the County are open. Environmental Health Director is needed as well as a Correctional Officer and a Road Patrol Officer.
Annette Glenn was also in attendance. She stated Covid -19 vaccinations will be available soon.
- **Consent Agenda:** Kristy made a motion to Amend the Consent Agenda with the Clerk's additions, with the removal of all Solid Waste payments, under General the removal of Rick Payne's Expense report as well as the Invoice # 3306 in the amount of \$26.00 payable to Country Hardware. for antifreeze for the splash pad. This also approves the remaining bills. Seconded by Darla. Roll call was taken. Kristy: yes, Lawrence Henry: yes, Darla: yes, Jessica: yes, and Laura: no. A yes motion carried.
Kristy made a motion to remove the mileage and ink reimbursement from Rick Payne's expense. Lawrence made a motion to table mileage and remove the ink expense. Seconded by Kristy. After discussion, Lawrence than amended his motion to: Pay Rick Payne's expense report as it stands and move forward. Seconded by Kristy. Roll call was taken. Lawrence Henry: yes, Darla: no, Kristy: yes, Jessica: yes, and Laura: yes. A yes motion carried. Laura made a motion to pay the Country Hardware receipt. Seconded by Kristy. Roll call was taken. Lawrence Henry: no, Darla: no, Jessica: no, Kristy: no, Laura: yes. A "no" motion carried. The Country Hardware bill will not be paid.
- **Code Enforcement:** No report was given.
- **Fire Report:** Daryl gave a brief report. Daryl asked for reimbursement of \$75.00 for Fire Fighters who took the MFR/EMR test, only the first time. Kristy made a motion to reimburse for only 1 time, no retakes. Beginning in the 2020-2021 budget year. It was seconded by Lawrence. Roll call was taken. Kristy: yes, Laura: yes, Lawrence Henry: yes, Jessica: yes, and Darla: yes. A yes motion carried. Daryl also mentioned there won't be any grant this year from HSC Poly, as they are out of money for this grant.
- **Park/Hall:** Kristy gave a report. Per Insurance some trees need removed. Guideline of trees by buildings, trees need to be at least 10ft. away from building. City of Midland was at the Park with Kristy, "They Gifted Their time to her". They walked the grounds.

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They stated the ground wire to the heated building has been cut and needs repaired. Darla will work on tree estimates and Lawrence will work on electrical estimates.

- **Correspondence:** Laura received the West Midland Family Centers request to make our yearly contribution. Laura made a motion to continue our partnership with them and pay the \$5,000.00. Seconded by Kristy. Roll call was taken. Lawrence: yes, Darla: yes, Jessica: yes, Kristy: yes, and Laura: yes. A yes motion carried.

- **Unfinished Business:** Kristy scheduled a Zoom workshop meeting, Saturday Dec. 19, 2020 at 10 am. to discuss the Policies and Procedures.

- **New Business:** 2021 Calendar of Board meetings were presented. Kristy made a motion to approve dates as presented. Jessica seconded said motion. Roll call was taken. Darla: yes, Jessica: yes, Kristy: yes, Laura: yes, and Lawrence: yes. A yes motion carried. Laura will post it in the Hall entry way.

Board of Review: Kristy made a motion to appoint George Whittington as an alternate, to finish out the remaining 2020 year. Laura seconded said motion. Roll call was taken. Jessica: yes, Kristy: yes, Laura: yes, Lawrence: yes, and Darla: yes. A yes motion carried. Kristy made a motion to appoint Rick Payne to a two- year term on the Board of Review effective January 1, 2021 – December 31, 2022. Lawrence seconded said motion. Roll call was taken. Laura: yes, Lawrence: yes, Darla: yes, Kristy: yes, Jessica: yes. A yes motion carried. Kristy made a motion to appoint Frederick Schroeder to a two-year term on the Board of Review. Effective January 1, 2021-December 31, 2022. Laura seconded said motions. Roll call was taken. Jessica: yes, Kristy: yes, Darla: yes, Lawrence: yes, and Laura: yes. A yes motion carried. Kristy made a motion to appoint George Whittington to a two-year term on the Board of Review. Effective January 1, 2021- December 31, 2022. Jessica seconded said motion. Kristy: yes, Darla: yes, Jessica: yes, Lawrence: yes, and Laura: yes. A yes motion carried. No other appointments at this time were made for Planning, ZBA or Code Enforcement Officer. Kristy has potentially set a zoom workshop for January 9, 2021 at 10 am. Website was discussed. Last month it was approved to have Kristy work with Sandi Brabaw on the website. An update was discussed. Kristy introduced Marie Hickerson. After discussion Darla made a motion to approve Marie to set up a Facebook page for the Township but before it goes live to have it approved by all Board members at a meeting. Also, to have two Board members assigned to post and do maintenance. Lawrence seconded it. Roll call was taken. Kristy yes, Darla: yes, Jessica: yes, Laura: yes, and Lawrence: yes. Kristy is wanting to have access to BS & A to the General, Fire and Solid Waste for “Read Only”. Laura will work on that.

Bank signers: Jessica made a motion to have herself as a signer along with her Deputy Treasurer, Jennifer Mizer and the Clerk and Deputy Clerk, Laura Dawson and Sandi Brabaw. Laura seconded said motion. Roll call was taken. Lawrence: yes, Jessica: yes,

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Darla: yes, Kristy: yes, and Laura: yes. A yes motion carried. Credit Card Policy will need to be updated to remove past Board member and add new Board/employees. Kristy made a motion to approve having Pest control treat the hall. Lawrence seconded said motion. Roll call was taken. Laura: yes, Jessica: yes, Lawrence: yes, Kristy: yes, Darla: yes. A yes motion carried.

- **Planning Commission:** Rick Payne gave a brief report.

- **Code Authority:** Darla gave a brief update.

- **Solid Waste:** After much discussion about the state of Waste Transfer Station, Jessica made a motion to transfer \$4,000.00 from General to cover expenses. Also, to cash out the last CD in Solid Waste to balance the Solid Waste Budget and return the \$4,000.00 back to general Fund. Lawrence seconded said motion. Roll call was taken. Jessica: yes, Lawrence: yes, Kristy: yes, Darla: yes, Laura: yes. A yes motion carried. Jessica made a motion to have an audit conducted she recommended Yeo & Yeo to do the audit. Roll call was taken. Lawrence: yes, Darla: yes, Jessica: yes, Kristy: yes, Laura: no. A yes motion carried. Jessica made a motion to pay Solid Waste after said transfer. Lawrence seconded said motion. Roll call was taken. Laura: yes, Jessica: yes, Lawrence: yes, Kristy: yes, Darla: yes. A yes motion carried.

- **Public Comment:** Public Comment was open from 9:18- 9:22 pm.

- As there was no other business to attend to Lawrence made a motion to adjourn. Kristy seconded said motion. Roll was taken. Kristy: yes, Darla: yes, Jessica: yes, Lawrence: yes, and Laura: yes. Meeting was adjourned at 9:28 pm.

Respectfully submitted,

Laura Dawson _____
Lee Township Clerk

Kristy Gustafson _____
Lee Township Supervisor