

IMLAY TOWNSHIP BOARD
REGULAR MEETING MINUTES
November 20, 2024

ATTENDANCE

Roll Call – Recording Secretary Caudillo called roll. A quorum was present.

Members Present: Supervisor Farkas, Clerk Jepsen, Trustee Guerin, Trustee Stoldt and Treasurer Priehs

Members Absent: None

Others Present: Recording Secretary Caudillo and members of the public.

CALL MEETING TO ORDER

Supervisor Farkas called the meeting to order at 7:30 pm with the Pledge of Allegiance and prayer.

APPROVAL OF AGENDA

Trustee Stoldt made a motion to approve the agenda as amended; seconded by Trustee Guerin. **Motion Carried**

APPROVAL OF MINUTES

Trustee Guerin made a motion to approve the October 16, 2024, Regular Meeting minutes as presented; seconded by Clerk Jepsen. **Motion Carried.**

CITIZEN'S COMMENTS

Citizens comments were heard.

ACTION ITEMS

- A.) **State Letter**– Discussion was held. A roll call vote was taken. See attached for the resolution.
- B.) **Pay Roll**– The QuickBooks plan we have been using is no longer available. Clerk Jepsen contacted King & King to inquire what options they offer. For now we still have the \$700.00 per year plan with QuickBooks.
- C.) **Life Insurance**– The policy the Township has had since 2015 no longer covers life insurance. Craig Lenhard sent paperwork for a life insurance policy with the wording “full-time employee coverage”. Discussion is being had whether salaried employees are considered full-time. Trustee Guerin made a motion to proceed with the new life insurance policy not to exceed \$500.00 per year, seconded by Treasurer Priehs. **Motion carried.**
- D.) **Printer for the Clerk and Treasurer**– The printers in the Clerk’s office and Treasurer's office are no longer working properly. Trustee Stoldt motioned for up to \$1000.00 to be used for two new printers, seconded by Trustee Guerin. **Motion carried.**
- E.) **Election Wrap-up**– Clerk Jepsen reported 75% of the registered voters in the Township voted in the Presidential Election. 1,969 voters total; 982 early voters, 616 absentee voters, 620 voters on election day. Imlay City and Goodland Township worked with us in early voting and will be invoiced for worker payment. On the first day of early voting there was an incident with a voter who refused to take off his Trump clothing. The police were called and the man left. The man did come back on a different day and apologize for the behavior. Deputy Rhodes was present for election day.

F.) Newsletter— Brandon put together a Township Newsletter that will go out with the tax bills. The additional cost comes to \$290.00 to add the newsletter to the tax mailings. Trustee Guerin made a motion to approve additional cost up to \$300.00 for the newsletter, seconded by Trustee Stoldt. **Motion carried.**

G.) Dugout Quote— Supervisor Farkas got a quote for two dugout-like pavilions to be built on the south side of the pickleball courts. Each structure would be 30ft x 11ft x 8ft and cost \$12,700.00. Discussion was held. Treasurer Priehs made a motion to discuss the matter further at the December 4 work session, seconded by Trustee Guerin. **Motion carried.**

H.) School’s Summer Tax Collection Agreement— The agreement came to \$3.85 per parcel. There are approximately 1,784 parcels, bringing the total to about \$6,868.40. Treasurer Priehs made a motion to approve the \$3.85 per parcel, seconded by Clerk Jepsen. **Motion carried.**

OPERATIONAL MONITORING

1. Treasurer’s Report- Treasurer Priehs reported that summer taxes are all done and winter taxes will be going out December 1. Clerk Jepsen made a motion to approve the report as presented, seconded by Trustee Stoldt. **Motion carried.**

2. Planning Commission Report- Planning Commission is on break until February. Another \$19,000.00 was received to work on the township ordinances after the master plan is approved.

3. Attorney’s Report- None.

4. Supervisor Report- Parks and Rec has a public hearing at 7:30pm on December 10, 2024. Work is being done on the AYSO contract; Considering a contract for 2 years for \$1,000.00 including contact information, insurance, and must meet with the township at least once per year.

BILLS TO BE PAID/CLERK’S REPORT

Fire payments to the city are now coming out of the General Fund. Payroll is higher than normal due to the election.

Treasurer Priehs made a motion to approve the November Clerk’s Report as presented; seconded by Trustee Guerin. **Motion Carried.**

Clerk's Report

October, 2024

Checks Pre-Approved and Written (Included as expenses in the budget)	
	Total for Month
General Fund	\$67,762.24
General Fund Payroll	\$15,014.14
checks # 15231-15272, 2 efts	

General Fund Fire Protection	\$0.00
check #	
General Fund ARPA	
check #	
Cemetery Fund	\$7,084.40
check # 4918-4921	
Permit Fund	\$2,063.00
Permit Fund Payroll	\$968.36
check # 1747-1749, 2 efts	
OEFMP	\$686.50
check # 171	
Perpetual Care	\$0.00
Water Fund	\$2,208.33
check # 21113	
TOTAL PAID (all funds)	\$95,7786.97

ADJOURNMENT

Trustee Guerin made a motion to adjourn the meeting. The meeting was adjourned at 8:30 pm.

RESPECTFULLY SUBMITTED

Carla Jepsen, Imlay Township Clerk

Rick Farkas, Imlay Township Supervisor

Allysa Caudillo, Recording Secretary