

# WASHINGTON TOWNSHIP BOARD MEETING MINUTES

IN PERSON MEETING

July 18, 2024 at 7pm


Held at Washington Township Hall, 8989 S. Baldwin Rd. Ashley, MI 48806

- I. Meeting called to order by Supervisor Whaley at 7:01pm, Pledge of Allegiance, Roll call- Present: Eric Whitford, Nancy Rogers, Howard Whaley, Barbara Hoffer, Kevin Whaley
- II. Motion to approve minutes from 7/9/2024 Special Board meeting and 7/20/2024 Board meeting by Eric Whitford as corrected, 2<sup>nd</sup> by Kevin Whaley, all in favor, motion carried.
- III. Motion to approve Agenda (with V.h. VII.a.&d. to X. closed session), by Kevin Whaley, 2<sup>nd</sup> Eric Whitford, all in favor, motion carried.
- IV. Motion to approve financial reports (contingent on Clerk/Treasurer balancing as June General Fund didn't balance & July adjustment needed) the remainder of the reports approved by Nancy, 2<sup>nd</sup> by Eric, roll call votes, yeas- E.Whitford, N.Rogers, K.Whaley, B.Hoffer, H.Whaley, nays- (none); motion carried.
  - a. Nancy asked why the reports have not been printed from BS&A. Kevin stated he hasn't learned how to do so yet.
- V. Open Issues/Visitors:
  - a. Sale Lot-127 - Howard: certified letter has been sent
  - b. Township flag – Annette: will work with John Chvojka to come up with a contest for local school participation
  - c. Grants update – Nancy, Annette: Grant to help with building renovations approved, current bathroom remodel not approved, applied for a blight grant
  - d. PC recommendations, Terror on 27 – Eric/Board: PC recommendation to approve amended Special Use Permit #19 from Four and Twenty Blackbirds aka Terror on 27. Terror on 27 submitted plan for additional parking safety. Motion by K.Whaley to approve as amended, 2<sup>nd</sup> by N.Rogers, roll call vote: Yeas-Whitford, Rogers, Whaley, Hoffer, Whaley, Nays (none), motion carried
  - e. Dot.gov, Microsoft 365 info/decisions – Barb: @WashingtonTwpGratiot.gov approved, DSN server needed & will be provided by CivicClarity as our webhost, hope to have all running soon
  - f. Election update/Public Testing – Barb: Public Test 7/19/2024 at 9am. The incorrect ballots were sent to Ovid Elsie School District AV voters, Clerk Hoffer to deliver correct ballots in person
  - g. ARPA Reports – Barb/Annette: report submitted with the help of an MTA representative
  - h. ~~Check Reader – Nancy~~ moved to closed session
  - i. Turbine Complaints Update – Howard: Complaint Report 7/1/2024 from Addison was read by Supervisor Whaley. Clerk Hoffer to add Heartland Farms Complaint Contact Frank Skinner Info to FB & Township Contact Page

- j. Sight Right-of-Way Pompeii – Howard: certified letter sent
  - k. Parking Lot – Howard: working on getting it done before ground breaking on the hall renovations
- VI. Public Comment for old business/open issues: Clerk Hoffer recommended contacting Supervisor Whaley if you know a possible Planning Commission candidate to fill a vacancy if/when PC Chair, Doreen Summer is elected Township Clerk
- VII. New Business:
- a. ~~Township Policies & Procedures/Annual Evals-Howard/Barb~~ move to closed session
  - b. Request SASE for tax receipts with tax bills/Stamps purchased-Kevin: 20 rolls of stamps were purchased prior to price increase. Discussed requesting email address or a SASE be included with mailed tax payment for receipt otherwise deliver payment in person to receive receipt
  - c. Audit complete-Howard/Barb: Barb suggested an internal audit by Supervisor & Trustees prior to audit in the future; new auditor needed (contract expired); schedule audit for next year so rotation will be on non-election years
  - d. ~~MTA Training Schedule-Kevin~~ moved to closed session
  - e. FOIA by Don Cook-Barb/Kevin/Howard: FOIA subscription for Board Minutes & Treasurer Reports; CSZ to address Back-up of Assessment Records & Tax Roll, Cook no longer an authorized Twp user of licensed BS&A software
  - f. Propane Tank to be moved: Supervisor Whaley will call to make arrangements with Dol-Jac
  - g. Election Emergency Reaction Plan-Barb/Howard: BOE requires all election precincts have an emergency plan; suggestions for alternate site (East Washington Church or Church on US127)
  - h. 2L Providers parking lot-Howard: Howard has talked to them & they plan to amend their SLUP application
- VIII. Letters/Correspondence:
- a. Board to review & respond to Heartland Farms Wind Project Sound Study after next board meeting
  - b. Dept of Treasury L-4022 response by Supervisor due by August 5th
- IX. Additional Public Comment: Newsletter didn't make it out with summer tax bills, board to create one to be given to voters at election including Township Clean Up date/time
- X. Closed Session: Motion to enter into closed session by Kevin Whaley, 2<sup>nd</sup> by Nancy Rogers, roll call vote: Yea's – Whitford, Rogers, Whaley, Hoffer, Whaley, Nay's (none) Took a brief break & entered into closed session at 8:27pm ending at 9:01pm
- XI. Motion to adjourn by Nancy Rogers, all in favor. Adjourned at 9:02pm

Respectfully submitted by Barbara Hoffer, Washington Township Clerk

Approved on (Date) 8/15/2024

  
\_\_\_\_\_  
Washington Township Supervisor

  
\_\_\_\_\_  
Washington Township Clerk