

WASHINGTON TOWNSHIP BOARD MEETING MINUTES

IN PERSON MEETING

January 16, 2025

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

- I. Meeting called to order by Howard Whaley at 7:00pm, Pledge of Allegiance, Roll call- All Present: Eric Whitford, Nancy Rogers, Kevin Whaley, Tarry Stahl, Howard Whaley.
- II. Motion to approve minutes from 1/3/2025 Special Board meeting by Nancy, 2nd by Eric, all in favor, motion carried. Motion to approve minutes from 12/19/2024 Board meeting by Kevin, 2nd by Nancy, all in favor, motion carried.
- III. Motion to approve Agenda with additions: VII. h) Magnet Letter i) Pay for clerk training VIII. Road Commission Letter, by Howard, 2nd Kevin, all in favor, motion carried.
- IV. Motion to approve financial reports (reconciled & balanced per Deputy Clerk) by Eric, 2nd by Nancy, roll call votes, yeas- Eric, Nancy, Kevin, Tarry, Howard; motion carried.
- V. Open Issues/Visitors: (no visitors present)
 - a) Introductions & Welcome to appointed Clerk, Tarry Stahl
 - b) Solar Update- Howard reported no Wind Complaints noted per Addison
 - c) ARPA/status of reports due to state - SLFRF report due in April, HR Reporting of 2023 & 2024 941's & W2's overdue to state must be done online not mailed, 2022 corrections have been completed so we can move forward with 2023 and then 2024.
 - d) Grants update – Nancy said all submissions should be complete by February.
 - e) Website update and .gov emails update – Tarry reported he is still working on the purchase of Microsoft 365.gov so we can access our .gov emails via outlook, waiting for the emails to be accessible before having the website go live (it is ready).
 - f) BS&A GL#'s and previous budget- Pam will continue to help get corrections done. An updated report through December was given to the board & will need to add January, February & March of fiscal year. In the past all tax withholdings were lumped into a single line item, they will be individual line items going forward. Board to review before budget meetings. Preliminary Budget Meeting 2/13/2025 at 6:30pm, Final Budget Meeting at 6pm on 3/20/2025 prior to regular Board Meeting.
 - g) Addition update- Discussion re: bid to have a 43.5" x 24.5" slider/pass through window installed in the treasurer's office for tax collections for \$754.66. Motion by Howard to have the window installed, 2nd by Eric. Nancy suggested a shelf inside the office & a blind be installed at a later date. Roll call vote – Yeas: Eric, Nancy, Kevin, Tarry, Howard, Motion carried. Discussion re: bid to have water heater installed in basement instead of kitchen or closet. Motion by Eric to have new water heater installed in basement, 2nd by Kevin. The basement did flood due to sump pump getting disconnected during construction & has been cleaned up by contractor's crew. Recommendation to have furnace & water heater raised off the floor. Roll call vote – Yea's: Eric, Nancy, Kevin,

Tarry; Nay's: Howard, Motion carried. Eric will fix the bladder leak in the water tank, the parts to be paid for under Building Maintenance.

- h) Wind Turbine Sound Study – Howard reported the study was presumed accepted since we did not sign to accept and mail it back. He will send a letter disputing acceptance and request a further study be done following our agreement.
- i) Pledges need to be collected – those that haven't turned in their pledge have been contacted
- j) Office furniture – Eric & Nancy were able to get 3 desks (trustees & supervisor), 4 office chairs and a 2-drawer fire safe for \$267.15 at MSU Surplus. We will be looking again for Clerk & Treasurer Offices after the 2/7/2025 meeting re: Stadium renovations. Motion by Kevin to set a budget for office furniture reimbursements up to \$1000 combined for all four offices, 2nd by Eric, Roll call vote – Yea's: Eric, Nancy, Kevin, Tarry & Howard, Motion carried.
- k) Ribbon Cutting Ceremony – Open House scheduled for April 5th 10am-2pm
- l) Invenergy Fund- Kevin/Eric: Eric will contact Becky at Newark Twp. Re: contact info.
- m) MTA/TGA Training- still strongly suggested for all board members (please call MTA before registering if showing a payment required)

VI. Public Comment for old business/open issues

VII. New Business:

- a) Payroll Proposal- Howard presented a proposal to be reviewed & ready for suggestions at the Preliminary Budget Meeting.
- b) Planning Commission update- Eric said they are still looking into needed CREO's for renewable energy/battery storage. 3 applications for commercial rezoning have been received and application fees were paid.
- c) Legal Review for Commercial Zoning- Eric requested board permission to contact legal counsel. Motion by Nancy to give permission, 2nd by Howard, all in favor.
- d) MTPP Renewal – Howard will look into any cost increase for 2025.
- e) Check printing issues, bills will be mailed late – Tarry & Barb are working with BS&A to correct the formatting issue.
- f) Suggestions for new auditor – Kevin will reach out to other townships for recommendations on a new auditor.
- g) Project Manager Pay – already being taken care of.
- h) Magnet Letter – Howard read a letter re: the Magnet Program requesting funding. This is a drug enforcement training program for Shiawassee and Gratiot Counties. Howard will check to see how other Townships are legally contributing.
- i) Pay for Clerk Training – Discussion re: paying Barb a one time \$1,750 stipend for training the new clerk in addition to the Deputy Clerk pay she will receive. Nancy made a motion to pay Barb a one time stipend of \$1,750, 2nd by Eric, Roll call vote – Yea's: Eric, Nancy, Kevin, Tarry, Howard; Motion carried. Tarry to make sure the stipend is paid.


VIII. Letters / Correspondence:

a) Road Commission Letter – The annual meeting of the Township Board and the Road Commission is scheduled for 2/18/2025 from 12:15 to 1:00pm

IX. Additional Public Comments: none

X. Motion to adjourn by Nancy, 2nd by Kevin, all in favor. Adjourned at 8:55pm

Respectfully submitted and posted by Tarry Stahl, Township Clerk

Approved:  SUPERVISOR 20 FEB 25
Washington Township Supervisor / Date

Tarry Stahl 2/20/25
Washington Township Clerk / Date