

Meetings are recorded

**TOWNSHIP OF WOODHULL**  
7315 Beard Rd, Perry MI 48872  
Shiawassee County, MI  
May 6, 2020  
**DRAFT**

**Opening**

The regular meeting of the Woodhull Township was called to order at 7 p.m. on May 6, 2020 at Woodhull Twp Hall by Supervisor Nickols.

**Pledge of Allegiance was recited**

**Roll Call**

Supervisor Nickols, Clerk Winans, Treasurer Slee, Trustee Betts and Trustee Jelenek were present.

**Delegation or Visitors:** None

**Recommended Actions:**

- a. **Approval of Agenda with additions**– Supervisor Nickols moved and supported by Trustee Jelenek to approve the agenda with addition of 9G. Recommendation for the variance request of PZB20-005. All Ayes. No Nays. Motion carried.
- b. **Approval of the Minutes April 1, 2020** – Clerk Winans moved and supported by Trustee Betts to approve the minutes of April 1, 2020. All Ayes. No Nays. Motion carried.

**Board Comments and Reports:**

- a. **Treasurer Slee** - Financial Report: Slee reported financial update for the month of April 2020, there was \$448,544.64 in general savings, \$61,506.76 in general checking, \$37,626.20 in Park Savings, \$75,812.50 in Cemetery Fund and \$1,085.31 in Specific Tax Account. Subject to audit.  
Deputy Treasurer Dawn Warfle resigned April 20, 2020. Deputy Treasurer Justine Bell was appointed April 21, 2020. The 2020 Depository Designation Resolution needs to be amended to show Horizon Bank, Capital National Bank and PNC

- Bank. Trustee Jelenek suggests to have specific monthly reporting procedures be put into place for board members to oversee their fiduciary responsibilities.
- b. **Clerk Winans** - Clerk Winans updated public and board on the upcoming August Primary Election. New inner and outer absentee envelopes have been ordered to meet new State guidelines. New absentee voter applications have been ordered to meet the new guidelines for the Primary and Presidential General Election. Many changes are still taking place as the State is gearing more towards absentee voting.
  - c. **Supervisor Nickols** - Supervisor Nickols updated public and board on the proposed recommended COVID-19 rules for our Township. There will be a vote during decision items and suggestions are encouraged.

### **Committee Reports:**

**Fire & Ambulance:** No meeting held.

**Park Commission:** Presented by Maggie Galilei: The park is not open as of yet. Due to COVID-19, the park water needs to be tested and with state offices closed, opening date is still pending. The walking path is still open for walkers.

**Planning Commission:** Trustee Betts gave a report of the PC meeting for PZBA20-005 variance. The PC voted to approve the application for PZBA20-005 variance request permit with considerations of the County to look into several concerns. Betts made suggestion of needed communication between county and townships regarding scheduling of meetings to have more than a day or two notice.

**Public Comments:** Call to Public was opened at 7:32 p.m.; closed at 7:32 p.m.  
Brought forth: None

### **Decision Items:**

- a. **Bills:**
  - 1). The payroll for the month of May totaled \$9,555.00 using check #'s 27003 thru 27014. The May bills in the amount of \$5,434.63 using checks #'s 27016 thru 27034.  
Treasurer Slee moved and Trustee Jelenek supported to pay the May bills as presented. Roll call vote was taken. Nickols, yes; Slee, yes; Jelenek, yes; Betts, yes; Winans, yes; Motion carried.
- b. **Appoint Deputy Treasurer:**  
Deputy Justine Bell was appointed on April 21, 2020
- c. **Appoint Deputy Supervisor:**  
Clerk Winans moved and Jelenek supported to appoint David Watson as Deputy Supervisor.  
All ayes. Motion carried.
- d. **Approve Shaftsbury Rd. Tile Replacement:** Supervisor Nickols moved and Clerk Winans supported to approve the tile and coupler replacement on Shaftsbury Rd for the cost to Woodhull Twp. of \$5,131.00. The project will take 3 days.  
Roll call vote was taken. Slee, yes; Jelenek, yes; Betts, yes; Winans, yes; Nickols,

yes.

Motion carried.

- e. **Approve Township rules for Covid 19:** Treasurer Slee moved and Trustee Jelenek supported to approve the Covid-19 rules for Woodhull Township.  
All ayes. No Nays. Motion carried.
- f. **Approve Horizon Bank CD renewal:** Clerk Winans moved and Trustee Betts supported to approve the renewal of Horizon Bank CD Certificate 2002005454 for \$105,937.22.  
There was discussion pertaining to the interest rate amount, how and when is it determined. With Revenue being cut due to Covid-19, if needed to cash in at a later date, the penalty cost would be minimal.  
Discussion of CD 2002005344 for \$101,409.97 renewed on 07-16-2019. Trustee Jelenek and Clerk Winans brought forth questions regarding the renewal balance being less than the issue value. Trustee Jelenek asked for Treasurer Slee to contact bank and get some clarification on this CD and of interest rate fluctuations.
- g. **Recommendation approval for the Variance Request PZBA20-005**  
Treasurer Slee motion and Trustee Jelenek supported to approve recommendation of the variance request PZBA20-005.  
All Ayes. No Nays. Motion carried.

**Old Business:** Parking Lot Lighting - Supervisor Nickols is working with Consumers Energy on getting more lighting added on the pole in the parking lot. Clerk Winans is working on the laptop computers and DayStarr communications. Due to Covid-19 many projects have been put on hold.

**New Business:** Treasurer Slee requests a sneeze guard or some type of barrier put in Treasurer window and something for Deputy Treasurer. Trustee Betts has a few ideas and willing to help.  
Clerk Winans brought forth Payroll Direct Deposit. Questions brought forth were of the security of employee banking information. Election workers will be added to the list of employees and can use payroll direct deposit.  
Trustee Betts moved and Clerk Winans supported to use Direct Deposit for Payroll.  
Roll call vote was taken. Nickols, yes; Slee, yes; Jelenek, yes; Betts, yes; Winans, yes; Motion carried.

**Public Comments:** Call to Public was opened at 8:33 p.m. and closed at 8:33 p.m.  
No comments were given.

**Adjournment:** Nickols motions to adjourn, supported by Winans.  
Meeting adjourned at 8:33p.m.

Sandy Winans, Clerk

Approved \_\_\_\_\_