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Meetings are recorded

**TOWNSHIP OF WOODHULL**  
7315 Beard Rd, Perry MI 48872  
Shiawassee County, MI  
September 2, 2020

**Opening**

The regular meeting of the Woodhull Township was called to order at 7 p.m. on September 2, 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:** District 6 County Commissioner Cindy Garber. Evette Pickler, Candidate running for Shiawassee County Treasurer.

**Recommended Actions:**

- a. **Approval of Agenda** – Trustee Jelenek moved and supported by Trustee Betts to approve the agenda with additions to decision items 9-H. Bank Depository and 9-I Budget Amendment for Education Expenses. All Ayes. Motion carried.
- b. **Approval of the Minutes August 5, 2020** – Trustee Jelenek moved and supported by Trustee Betts to approve the minutes of August 5, 2020. All Ayes. Motion carried.

**Board Comments and Reports:**

- a. **Treasurer Slee** - Financial Report: Slee reported financial update for the end of the month of August 2020, there was \$348,322.46 in General Savings, \$190,731.94 in General Checking, \$854.31 in Specific Tax Account, \$37,633.96 in Park Savings. \$75,659.62 in Cemetery Fund. 3 CD's totaling \$218,685.51. Subject to audit.
- b. **Clerk Winans** – The Clerk's office hours have changed a bit to 8:00 a.m. to 11:00 a.m. Monday to Thursday and afternoons by appointment. The November General Election is fast approaching and our office is accepting absentee voting

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applications. Absentee ballots will be sent out around September 26 once our office receives them. With the high turnout of absentee voters, we will be looking to hiring 2-3 election assistants to help our office with the extra work. An election commission meeting will be held once more information is available.

- c. **Supervisor Nickols** – No update.

### **Committee Reports:**

**Fire & Ambulance:** Presented by Fred Kline: The LSW report for July had 14 Fire/Rescue and 11 Ambulance for Woodhull Township. Total of all LSW runs for 2019; Fire 369, Ambulance 243. The Fire Chief Rick Betts will be retiring in October.

**Park Commission:** Presented by Fred Kline: The 1 mile walking trail is being repaved.

**Planning Commission:** No Report.

**Public Comments:** Call to Public was opened at 7:23 p.m.; closed at 7:31 p.m.  
Brought forth: Questions regarding decision item D, FOIA fees.

### **Decision Items:**

- a. **Bills:**

**1).** The payroll for the month of September totaled 12,047.18 using check #'s 27156 thru 27171. The September bills in the amount of \$2,339.47 using checks #'s 27173 thru 27186.

Trustee Betts moved and Trustee Jelenek supported to pay the September bills as presented. Roll call vote was taken. Nickols, yes; Slee, yes; Betts, yes; Jelenek, yes; Winans, yes; Motion carried.

- b. **Approval Laptop Agreement:**

Trustee Jelenek moved to and supported by Trustee Betts to approve the laptop agreement between Woodhull Twp and the employee using the laptop computer. Roll call vote taken. Jelenek, yes; Winans, yes; Betts, yes; Nickols, yes; Slee, no. Motion carried.

- c. **Approval verbiage change on Electronic Communications Policy:**

Trustee Jelenek moved and supported by Clerk Winans to change the verbiage on the Electronic Communications policy to include both the Supervisor and Clerk for password safekeeping. All ayes. Motion carried.

- d. **FOIA email adoption:** Trustee Jelenek moved and Trustee Betts supported to recommend the adoption of FOIA email fee of \$5.00

Roll call vote taken. Nickols, yes; Slee, no; Betts, yes; Jelenek, yes; Winans, yes. Motion carried.

- e. **Meeting date and time for renewal of ambulance assessment:** Clerk Winans moved and Trustee Jelenek supported the October 7, 2020 at 6:00 p.m. meeting to renew the ambulance assessment for \$88.80 for 1,532 households.

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Roll call vote taken. Nickols, yes; Slee, yes; Betts, yes; Jelenek, yes; Winans, yes.  
Motion carried.

- f. **Meeting date and time to spread levy for ambulance assessment:** Supervisor Nickols moved and Trustee Jelenek supported the October 7, 2020 at 6:30 p.m. meeting to spread the levy for the ambulance assessment.  
Roll call vote taken. Nickols, yes; Slee, yes; Betts, yes; Jelenek, yes; Winans, yes.  
Motion carried.
- g. **L-4029 tax rate form - approve certification:** Clerk Winans moved and Treasurer Slee supported to approve certification of the L-4029.  
All ayes. Motion carried.
- h. **Bank Depository:** Clerk Winans moved and Trustee Jelenek supported the Bank Depository Designation Resolution. All ayes. Motion carried.
- i. **Budget Amendment:** Trustee Jelenek moved and Trustee Betts supported to accept bid of \$2,550.00 for BS&A training. Roll call vote taken. Nickols, yes; Betts, yes; Jelenek, yes; Slee, yes; Winans, yes.  
Supervisor Nickols moved and Trustee Jelenek supported the Cost Center move of \$3,000.00 from 101-265-975 to 101-253-960 for training to be completed in September. Roll call vote taken. Betts, yes; Slee, yes; Jelenek, yes; Winans, yes; Nickols, yes.

**Old Business:** Audit follow up. Trustee Jelenek moved and Supervisor Nickols supported the Treasurer will give the board the cash on hand reconciliation report at next meeting. Roll call vote taken. Slee, no; Betts, yes; Jelenek, yes; Winans, yes; Nickols, yes.

The Uniform Chart of Accounts target date is October 1, 2020. Trustee Jelenek moved and Clerk Winans supported to be in compliance with the State with the Uniform Chart of Accounts Public Act of 1968 (MCL) 141.421 with the LSW Fire Authority Millage Fund, Ambulance Service Fund, Cemetery Perpetual Care Fund, and Custodial Tax Collection Fund. Roll call vote taken. Trustee Jelenek, yes; Betts, yes; Slee, no; Nickols, yes; Winans, yes.

Door Locks, Trustee Betts is working on getting them replaced.

**New Business:** LED Light quote. Look into the quote at next month meeting. Insurance Renewal Contract is set for October.

**Public Comments:** Call to Public was opened at 8:41 p.m. and closed at 8:54 p.m. FOIA request for copy of MTA pages and Attorney response of FOIA fee with pictures of documents taken by resident.

**Adjournment:** Meeting adjourned at 8:54p.m.

Sandy Winans, Clerk

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Approved \_\_\_\_\_