

Inverness Township
Minutes of Regular Board Meeting
December 1, 2020

Meeting called to order at 7:00 pm in person at the Township Hall

Open with the Pledge of Allegiance

Present: Roger Gaynor Jr., Pam Knaffle, Greg Elliott, Rod LaHaie, Laurie Merchant

Absent: N/A

Minutes: Move to approve the minutes of the November 10, 2020 regular meeting by LaHaie, second by Merchant. Roll call vote: Ayes 5 Nays 0. Motion carried. Mrs. Spray asked if minutes could be posted on the website.

General Bills: Move to approve the general bills and wages of \$33,180.97 by Elliott, second by LaHaie. Roll call vote: Gaynor, yes; Knaffle, yes; Elliott, yes; LaHaie, yes; Merchant, yes. 5 Ayes 0 Nays. Motion carried.

Sewer Bills: Move to approve the sewer bill of \$1,324.97 by LaHaie, second by Merchant. Roll call vote: Merchant, yes; LaHaie, yes; Elliott, yes; Knaffle, yes; Gaynor, yes. 5 Ayes. 0 Nays. Motion carried.

Correspondence: Gouine Land Division was approved by Mr. McGovern and presented for Board approval. Trustee LaHaie discussed the division plans and reported that they are straight forward with no concerns. Knaffle made a motion to approve the Chester Gouine Land Division as presented. LaHaie second. Roll call vote: LaHaie, yes; Elliott, yes; Gaynor, yes; Merchant, yes; Knaffle, yes. 5 Ayes 0 Nays. Motion carried.

The Underwood Land Division was brought in the day of the meeting per a request from Mr. and Mrs. Underwood and Granger & Associates. Knaffle reported that Mr. McGovern had also brought in preliminary approval with contingencies that the Underwood family brought in their \$25.00 payment and a survey showing the buildings on the property. Gaynor reported that he also spoke with Mr. McGovern and confirmed the contingencies. Knaffle reported that prior to the meeting, the payment and survey drawing with the buildings on it were received. After discussion, Trustee LaHaie made a motion to approve the Underwood Land Division as presented contingent on Mr. Clayton McGovern receiving documents and his approval. Elliott seconded. Roll call vote: Elliott, yes; Gaynor, yes; Merchant, yes; Knaffle, yes; LaHaie, yes. 5 Ayes 0 Nays. Motion carried.

Old Business:

Sewer update by Trustee Elliott. Elliott reported that the sewer flow was a little high but there were a few days of rain that could account for it. Elliott reported that he spoke with Greg Salinas about his contract being up and Mr. Salinas is interested in renewing but there might be a slight

increase in price. Tabled until next month when his contract is presented. Elliott reported on the sewer ordinance stating that there is a paragraph that the committee is still working on and has not been finalized at this moment. He also reported that he has gone over the old and new ordinance with new clerk, Knaffle, but still needs to review both ordinances with new treasurer, Merchant. Elliott recommended tabling the discussion until next month. Discussion of having a special meeting but Mr. McArthur reported that there does not need to be a special meeting because it is not a zoning ordinance. However, once the changes are adopted they have to be published in the newspaper in general circulation and does not take effect for 30 days after.

Road update by Trustee LaHaie. LaHaie reported that he has not been able to get the 2 new board members up to date but will be doing that this week before making any decisions on roads.

Broadband Update: Trustee Elliott reported that he participated in an EDC meeting this morning regarding high speed internet. It was well attended. We put a survey on our website the past 2 months but we need more ways to get our residents to complete the surveys. There are funds to the municipalities by the government to get high speed internet out to the rural areas.

New Business:

2021 Meeting Dates: LaHaie made motion to approve the 2021 Board meeting dates as listed. Elliott supported. All Ayes. No Nays. Motion carried.

2020/2021 Snowplowing: Trustee LaHaie reported that he spoke with Mr. Todd Baldwin who did the snowplowing last year and is interested in renewing his contract at the same rate as last year. Elliott made motion to keep Mr. Todd Baldwin retained for 2021 season snowplowing at the hall and transfer station with the same rates as last year. Knaffle supported. Roll call vote: Gaynor, yes; Knaffle, yes; Elliott, yes; LaHaie, yes; Merchant, yes. 5 Ayes. 0 Nays.

Mrs. Kay Forester updated on library. Curbside service is the only option at this time until December 12. The library has a meeting on December 10 to revisit if they will open for citizens to go inside due to the governor's orders. Kits are available for kids to check out. Custodian is on medical leave and have an interim until April 2021. Mrs. Forester reported that books are sanitized for 7 days before they can be checked out again.

Fire Board Report: Trustee Elliott reported that they met on November 12. Rob Socha reported that they are pricing out a new fire truck and getting a new refrigerator because they had one donated a long time ago and it has begun to fail on them. They have 3 firefighters back to school for certifications. They have to go through 400 hours for certification. They have to attend Monday and Wednesday nights and some Saturdays.

Treasurer Report: Merchant reported that she does not have any numbers because she just got started. She reported that she has been in discussion with Citizens Bank and M Bank and going to do online banking and it should be ready for Knaffle and Merchant to begin online banking on Friday. Merchant reported that she has discussed with Citizens Bank for the digital check scanner. She said the fees will be waived for us which is \$625.00 for equipment and monthly fee

is anywhere from \$25.00 to \$100.00 and they will be waved. They will only charge us the \$125.00 set up fee. It takes 3-4 weeks to get set up and trained to use. Merchant also questioned if she would be able to get a new computer because the one that she has is slow and small. It was refurbished when the township bought it. Merchant reported that she has researched 2 HP computers that meet the specifications, and the prices are \$549.99 and \$699.99. She reported that she does not need the \$699.99. Merchant reported that the previous clerk and the new Deputy Clerk, Amy Purwin, would like to use the laptop for doing the cemetery input. Trustee LaHaie made a motion to approve Treasurer to purchase the HP Desktop computer for \$549.99. Knaffle supported. Knaffle reported that the computer she is using does not even have the side keyboard with numbers and she must use the top row numbers which is not conducive in her position. Roll call vote: Gaynor, yes; Knaffle, yes; Elliott, yes; LaHaie, yes; Merchant, yes. 5 Ayes. 0 Nays. Motion carried.

Trustee LaHaie asked for additional discussion about check scanner. Merchant explained that when she receives a check, she can scan it at that time or when she gets a batch which is up to 20 checks and they will automatically get deposited in the bank. She must keep checks for 60 days then can shred them. Merchant also reported the bank has also said they would wave the \$2.00 per batch fee that they get charged and would normally get charged to us, but they will wave it. Elliott made motion to approve the \$125.00 setup fee to get the check scanner for treasurer. LaHaie questioned if the fee waiver is a one-time waiver and Merchant said no that it is a one-time fee for setup. LaHaie supported. Roll call vote: LaHaie, yes; Merchant, yes; Gaynor, yes; Knaffle, yes; Elliott, yes. 5 Ayes. 0 Nays. Motion carried. Merchant reported that the county sent out the Winter taxes and are due by March 1, 2021.

Citizen Comments: Supervisor Gaynor welcomed Merchant and Knaffle and appreciated the hard work they have already put in and looking forward to working with them.

Meeting Adjourned at 7:39 pm, motion made by Elliott, second by Merchant. 5 Ayes. 0 Nays.

Respectfully Submitted by:

Pam Knaffle, Inverness Township Clerk