

# **EDWARDS TOWNSHIP BOARD MEETING**

**April 8, 2024 7:30pm**

**PRESENT:** Supervisor Rob Kowalski, Clerk Korey Kripli, Treasurer Eileen Fournier, Trustee Dan Zettel, and Trustee Todd Johnson (absent)

**ATTENDANCE:** County Commissioner Brenda Simmons, Zoning Administrator Bob Clayton, and Deputy Clerk Kim Glasser. Several residents of Edwards Township.

## **PLEDGE OF ALLEGIANCE**

## **APPROVAL OF MINUTES - March 11, 2024 Board Meeting and March 29, 2024 Budget Meeting**

Motion by Dan Zettel, supported by Eileen Fournier to approve the minutes for the March 11, 2024 Board Meeting. Motion carried.

Motion by Dan Zettel, supported by Korey Kripli to approve the minutes for the March 29, 2024 Budget Meeting. Motion carried.

## **ADDITIONS/DELETIONS TO THE AGENDA:**

Motion by Eileen Fournier, supported by Korey Kripli to approve of the agenda presented. Motion carried.

**PUBLIC COMMENT ON THE AGENDA:** None

## **COUNTY COMMISSIONER:**

Brenda Simmons presented information about the upcoming election on May 7, 2024. That document will be provided at the end of the meeting minutes.

## **ZONING ADMINISTRATOR:**

Bob stated that permits are starting to pick up with the nicer weather. He has issued three building permits already for this upcoming month. The Katherine Young Residence will be torn down after April 12th. Bob has drafted another letter for another dangerous building on Greenwood.

A resident of Edwards Township from Tee Lake is going to court to protest the ticket they were issued.

## **TREASURER REPORT:**

Treasurer report presented by Eileen Fournier. Motion by Dan Zettel, supported by Robert Kowalski to accept the Treasurer Report.

Motion carried.

## **APPROVAL OF BILLS:**

Motion by Eileen Fournier, supported by Dan Zettel to approve bills with checks #7132-7171 for a total of \$29,496.15.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

Motion Carried.

## **HALL DEPOSIT RETURNS:**

Motion by Rob Kowalski, supported by Korey Kripli to issue four hall deposit returns for a total of \$600. Motion carried.

## **BUDGET REPORT:**

2024-2025 Budget for Edwards Township was presented. This has been attached to the meeting minutes.

Motion by Eileen Fournier, supported by Korey Kripli to approve of the budget including the \$100 per month raise for Robert Clayton. Motion carried.

## **F-65/STEPHENSON & CO. UPDATE:**

Stephenson & Co. will be handling our F-65. At this time, Edwards Township will not have to do an audit for this year. The township received a bill for \$1,150 for paying and filing past due state taxes from 2019, 2020, 2021 and 2022 from the previous clerk in the amount of \$9,000.

## **AF GROUP:**

Edwards Township paid AF Group \$172 for Workman's Compensation Insurance. The township passed the audit with flying colors. We are legal with the correct insurance company and we now have Workman's Comp Insurance.

## **ONSITE WASTEWATER LETTER:**

This letter that is attached to the meeting minutes will go out to everyone that owns lakefront property in Edwards Township. Each resident on lake front property will be sent a copy of the Onsite Wastewater Ordinance.

Motion by Rob Kowalski, supported by Eileen Fournier to approve of the Onsite Wastewater Letter. Motion carried.

## **LOAN FOR GREEN ROAD PAVING:**

\$90,485 is the amount Edwards Township needs to pay to pave and complete Green Road.

Motion by Rob Kowalski, supported by Korey Kripli to authorize an interfund loan of \$90,000 from the General Fund to the Road Fund.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

Motion carried.

## **BRINE CONTRACT:**

There are two options of a continuous single pass or a continuous double pass.

Motion by Rob Kowalski, supported by Eileen Fournier to sign the brine contract with the road commission for a continuous double pass at \$0.26 per gallon and to not exceed \$13,000 for Memorial Day, 4th of July, and Labor Day brine applications.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

Motion carried.

## **SIGNING THE CONTRACT FOR PAVING OF GREEN ROAD:**

This issue was settled during the "LOAN FOR GREEN ROAD PAVING".

## **REGAL METALS ESTIMATE:**

A piece of siding had been ripped off by the high winds near the side door of the hall. Regal Metals gave us a quote of \$313.07 to replace.

Motion by Eileen Fournier, supported by Korey Kripli to approve \$313.07 to Regal Metals to replace the siding above the east door.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

Motion carried.

## **CREDIT CARD FRAUD DENIAL:**

There was a charge for \$217 on Eileen's credit card that she had not known what it was. Eileen filed that charge with the fraud department of the credit card company. The company sent the township a letter of fraud denial. Eileen did some research and found out the charge was from a remote access company called GoTo.com. This was the company that Stephenson & Co. used. Stephenson & Co. auto-renewed this charge which is why it showed up on Eileen's card a year later. The board will be reaching out to Stephenson & Co. to see if they will pay the amount due.

## **HALL PARKING LOT SIGNS:**

A couple weeks ago, there was a green truck with Iowa plates. Rob Kowalski caught him sleeping in the truck and told him he had to go. Rob caught him again the next day and told him to leave. With these types of issues arising, Rob stated that the hall should have parking lot signs that state the following:

“Use of facilities only permitted by those with a signed township contract. No alcohol permitted on premises. Vehicles left unattended will be towed at owner's expense. Parking permitted for township business only other vehicles will be towed at owner's expense.”

This will not affect the current residents that use our parking lot for a park n ride or other residents that use our parking lot appropriately. This is to keep our residents safe while they use our hall.

Motion by Rob Kowalski, supported by Eileen Fournier to approve of \$400 to purchase two parking lot signs.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

## **STATE TAXES PAID:**

This issue was settled during the “F-65/Stephenson & Co. Update”.

## **GRASS CUTTING CONTRACTS & YEARLY CLEAN-UP:**

The board received one bid for grass cutting and yearly clean-up.

Motion by Eileen Fournier, supported by Dan Zettel to have Clean Cut Lawn Care cut the grass at the hall and cemetery for \$405 per cut and provide a Spring Clean-Up for \$1,450 at the cemetery.

Roll Call: Kowalski No vote Kripli Y Fournier Y Johnson A Zettel Y

## **ORDINANCE ENFORCER PAY:**

With the arising issues from the Onsite Wastewater Ordinance, the board talked about giving Bob Clayton a raise of \$100. Bob Clayton is already doing the job of two people as an Ordinance Enforcer and Zoning Administrator.

Motion by Robert Kowalski, supported by Eileen Fournier to give Bob Clayton a raise of \$100 per month effective next month.

Roll Call: Kowalski Y Kripli Y Fournier Y Johnson A Zettel Y

## **FLOOR TILES:**

Rob Kowalski was able to find the exact floor tiles that were installed in the hall. Rob ordered two cases to fix the broken tiles. There is no company that wants to fix the tiles. Rob and his son will be fixing them and it will be a long process.

## **RAIN GAUGE:**

Midland Disaster Relief reached out to the township to place a rain gauge on the corner of the township hall to record data. The board approved of the rain gauge.

## **PAYROLL SHEETS AND NEW QUICKBOOKS:**

Korey Kripli had an introductory call with Mercantile Bank for the Payroll. Currently waiting on training. Korey implemented the “New Quickbooks” account for the township. He spent several hours inputting the General Ledger manually into the new quickbooks that are mandated by the state of Michigan.

The problem with the “Old Quickbooks” account was that the General Ledger was not set up right by the prior clerk and they eliminated state mandated general ledgers the township needed to have.

**PUBLIC COMMENT:**

Kim Glasser stated that Dings Excavating will not need a deposit for the demolition of the Katherine Young Residence.

Brenda Simmons stated that she had submitted complaints that Rob Kowalski had to the health department about the Onsite Wastewater Ordinance.

Mark White asked the board if he could metal detect around the chapel over by the cemetery. The board approved with a voice vote.

**UPCOMING MEETINGS:**

- Township Board Meeting: Monday, May 13, 2024

**ADJOURNMENT:**

Motion by Rob Kowalski, supported by Eileen Fournier to adjourn at 9:14pm. Motion carried.

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Rob Kowalski, Supervisor

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Korey Kripli, Clerk