

**HANDY TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MONDAY, JANUARY 20, 2020**

The regular meeting of the Handy Township Board of Trustees was called to order in the Handy Township Boardroom by Supervisor Alverson at 7:00 P.M. Members present: Eisele, Munsell, Shear and Roddy. Absent: None. Also present: Jeffrey Staley -Maner, Costerisan and resident Nancy Lyke. Meeting was opened with the Pledge of Allegiance.

Approval of Agenda

MOTION EISELE SUPPORT MUNSELL TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED.

Presentation of the Handy Township Audit, July 1, 2018– June 30, 2019

By

Jeffrey Staley of Maner, Costerisan

Jeffrey Staley, CPA, reviewed audit and accounting changes. Also, reviewed next year's accounting changes. Township had clean audit report. Discussion and Board questions followed. Board thanked Mr. Staley for attending.

A) Acceptance of the 2018-2019 Handy Township Audit

MOTION RODDY SUPPORT MUNSELL TO ACCEPT THE 2018-2019 HANDY TOWNSHIP AUDIT AS PRESENTED. MOTION CARRIED.

Brief Public Comment

Trustee Roddy offered a prayer.

Minutes

Handy Township Board Regular Meeting Minutes of December 16, 2019

MOTION EISELE SUPPORT MUNSELL TO APPROVE THE MINUTES OF DECEMBER 16, 2019 AS PRESENTED. MOTION CARRIED.

Expenditures

A) Approval of Bills

Bills for January 20, 2020 in the amount of \$109,998.91 were presented for approval.

Brief discussion.

MOTION EISELE SUPPORT RODDY TO PAY THE BILLS OF JANUARY 20, 2020 IN THE AMOUNT OF \$109,998.91 TO BE PAID FROM THE APPROPRIATE ACCOUNTS. MOTION CARRIED.

Pending Business

A) Sewer Report

- a. Update: Utility Billing Clerk Training
Board reviewed report submitted by Clerk concerning progress of training. Discussion concerning continuation of training and that all training paid to Clerk to be charged to Utility Billing.

MOTION MUNSELL SUPPORT RODDY TO ALLOW FOR TWELVE HOURS PER WEEK FOR CLERK TO CONTINUE TRAINING OF THE UTILITY BILLING CLERK. MOTION CARRIED.

- b. Approval for 1 Additional Day of Stump Grinding
Discussion of status of stump clearing.

MOTION RODDY SUPPORT SHEAR TO APPROVE ONE ADDITIONAL DAY OF STUMP GRINDING AT SEWER PLANT. MOTION CARRIED.

- c. Review of Sewer Committee Meeting of January 6, 2020
Supervisor updated Board members concerning discussion at committee meeting with Attorney Steve Mann. Would like Board members to get questions concerning allocation of REU's for discussion with Attorney Mann.
- d. Sewer Plant Update
Update on work completed at Plant, planning on doing a smoke test on the sewer lines later this year. Smoke test will show if there are any illegal hook ups to sewer lines.

B) Water Report

- a. Water Plant Update
One of the water softener tanks needs repair. Jeff Judd is working on the repair. Brief discussion concerning salt usage at plant and strength of pipe to be used in repair. Supervisor will have Jeff call Trustee Munsell concerning type of pipe.
- b. Water Pressure Study for Silver Springs
Discussion of proposal by Hubbell, Roth and Clark (HRC). Study would need to be done in order to change amount of tap in fees to be used for a booster pump to increase water pressure. Board would like to meet with HRC before approving study.

C) Drains

a. Handy No. 5 Drain Maintenance Project

Discussion of letter from Drain Commission, when work will begin and Township's portion of cost for the project.

New Business

A) 2019-2020 Proposed Amended Budget

a. State Shared Revenue

Reviewed worksheet, revenues are more than initially budgeted, discussed changes to revenue and expenditures.

MOTION EISELE SUPPORT SHEAR TO ADOPT THE 2019-2020 HANDY TOWNSHIP BUDGET AS AMENDED AND PRESENTED. MOTION CARRIED.

B) Daily Office Administrator Discussion

Will discuss at later date, Board members should consider if any changes are needed to current process.

C) Headlee Override of Handy Township Allocated Millage

Discussion of impact on the voted millage for roads and operations because of the Headlee Amendment. Could put on ballot in August or November.

D) 2020 Handy Township Board of Review

a. Resolution: Adopt Poverty Exemption Income & Asset Test

A RESOLUTION WAS OFFERED BY RODDY AND SUPPORTED BY MUNSELL TO ADOPT THE 2020 POVERTY TAX EXEMPTION GUIDELINES AT 1 ½ TIMES THE FEDERAL GUIDELINES AS PRESENTED. ROLL CALL VOTE. SHEAR-AYE, ALVERSON-AYE, EISELE-AYE, MUNSELL-AYE, RODDY-AYE. ABSTAIN-0, ABSENT-0, AYES-5, NAYS-0. (See Attached Amortization Schedule) RESOLUTION DECLARED ADOPTED.

b. Resolution to Permit Letter Appeals to Board of Review for Real & Personal Property

MOTION MUNSELL SUPPORT RODDY TO ACCEPT APPEALS/PETITIONS IN PERSON, BY MAIL, EMAIL OR FAX FOR THE 2020 HANDY TOWNSHIP BOARD OF REVIEW. ROLL CALL VOTE. MUNSELL-AYE, ALVERSON-AYE, SHEAR-AYE, EISELE-AYE, RODDY-AYE. ABSTAIN-0, ABSENT-0, AYES-5, NAYS-0. RESOLUTION DECLARED ADOPTED.

E) Drop Box Policy

Brief discussion of policy. Need to formally adopt policy.

**MOTION EISELE SUPPORT MUNSELL TO ADOPT THE HANDY TOWNSHIP
DROP BOX POLICY AS PRESENTED. MOTION CARRIED.**

F) Township Attorney

Supervisor Alverson and Trustee Roddy volunteered to be the committee to get references and recommendations for attorneys for Board to consider.

G) Census Awareness (Conway, Handy, Iosco, Village of Fowlerville)

Discussion concerning lack of participation by residents. This affects revenue to various entities when population is not accurate. Would like to run ads and look at other ways to help increase participation. Brief discussion of current process to conduct the census.

H) Supervisor's Report

Brief discussion concerning inaccurate article in paper concerning road work on Sharpe Road.

I) Clerk's Report

- a. Counter Modification for Ballot Drop Off
Will discuss at later date.

Call to Public

Resident Nancy Lyke addressed Board.

**MOTION MUNSELL SUPPORT RODDY TO ADJOURN AT 8:53 P.M.
MOTION CARRIED.**

Respectfully Submitted,

Pamela J. Hibbard

Recording Secretary / Deputy Clerk

Laura A. Eisele

Handy Township Clerk