

SPECIAL MEETING OTISCO TOWNSHIP AMENDED  
AUGUST 30, 2018 & 2:00 P.M.

This meeting was a text & phone conference, due the absence of people in person.  
This meeting was to adopt a resolution to approve FOIA Procedures and guidelines, a written public summary and detailed itemization, as directed by the office of Foster & Swift.

The State of Michigan was hit with a FOIA for all Clerks in Michigan, and therefore the lawyers were contacted by the Clerk of Otisco Township.

Participating in the conference: Cara Johnson, Treasurer; Lynda Sower, Clerk;  
Ben Oatley, Trustee; Dan Zeigler, Trustee

Member Absent: Joseph Daller, Supervisor

Johnson moved that we adopt a Resolution for the FOIA paper work and Sower Supported. 4-0 approved

The Resolution has been approved by four of the five board members.  
On August 30, 2018 this Resolution was adopted. ( can be found in the Clerk's Office)

Minutes Submitted By:

Lynda Sower, Otisco Township Clerk

**OTISCO TOWNSHIP REGULAR BOARD MEETING  
SEPTEMBER 11, 2018 @ 7:00 P.M  
OTISCO TOWNSHIP HALL**

The meeting was called to order by Supervisor, Joseph Daller.

Roll Call: Ben Oatley, Trustee; Dan Zeiger, Trustee; Lynda Sower, Clerk; Joseph Daller, Supervisor

Absent Member: Cara Johnson; Treasurer

The Pledge of Allegiance was recited.

A moment of Silence in memory of the 911 attack on the U.S. was observed.

A short Prayer by David Hodges; County Commissioner.

Approval of Agenda: Daller stated that we needed to strike c & d of new business, due to the fact that the Johnson was not in attendance and this was something she was in charge of. Zeiger moved that we approve the agenda with the corrections and Oatley supported.

4-0 approved

Public Comment: Jeff Hunter stated that we should strike out the addition on the agenda, due to the fact that we did not need it.

David Hodges stated that he thought the new fence on the west side of Otisco Cemetery, looked very nice.

Approval of Minutes: Aug. 14, 2018; Daller moved to approve the minutes and Oatley supported. 4-0 approved

Aug. 30, 2018; there were no minutes available for the telephone conference that took place that day. Sower will write up those minutes and have them at the next meeting.

Approval of Payables & Payroll: Daller presented a bill to Sower from Northwoods Lawn Care Service. Zeigler moved that we approve and pay all the bills and Sower supported.

4-0 approved

Payroll	\$ 9,590.32
Roads	\$10,702.89
Sheriff	\$ 3,297.66
Accts Pay	<u>\$ 20,607.62</u>
TOTAL	\$ 91,295.49

Daller & Sower will be looking at the Budget to transfer money to accounts where it is needed and bring the amendment to the next meeting.

Communications: Sower received a FOIA from Emily in New York. The request was for a copy of all the ballots in the November 6, 2016 election. Sower requested an extension and then investigated what and how this could be achieved. A new set of papers has been sent on to Emily with an estimate of the cost to produce what is ask for, and a Good Faith deposit of half the cost, before the start of this project. Also a 60 day extension after receiving the check, to comply.

Reports:

Deputy: Deputy Veenstra reported that he has had a busy month. He was involved in the following: Fraud case; Larceny of Storages; Meth Lab Bust; Traffic violations. He also has been working with the Faith Community School, with safety in and out of the school. Deputy Veenstra was voted by his fellow comrades as Deputy of the Year. Congratulations Deputy Veenstra.

Assessor: Judy Lindberg, Assessor for the Township, had given all members of the board a report for the month.

Cemetery: Laura Staats reported that the committee would be going to Smyrna Cemetery on Oct 2, 2018 @ 9:30 a.m., to clean up and remove all broken things in the cemetery. The next cemetery meeting is Oct. 23, 2018. She also reported that the exit and entrance signs in Smyrna Cemetery need to be fixed. Sower will find someone to fix them.

County Commissioner: David Hodges reported that the committee has been working on the budget, and it is going well. The dispatch on Apple Tree is purchasing new security equipment. There was a State Health Dept. Funding agreement. Attorney Downs is the new Public Defender.

Zoning Administrator: Roger VanderMolen had given all board members a report for the month.

Unfinished Business:

Hall Expansion: Oatley would like to have this on next month's agenda. Sower stated that she would rather that we start fixing up the building we have before we have problems with the roof or etc. Daller agreed with Sower.

Cemetery Fencing: Daller reported that the new fencing was installed. He has been trying to kill the brush.

New Playground: The playground is installed and children are enjoying it.

Township Hall Sign: Daller reported that Hubbert had picked up the sign and that we would be receiving a new face for the damaged one.

New Business:

Audit: Daller suggested that we did not need an audit every year and wanted to know how the board felt about it. Sower stated that they have had an audit every year since she has been on the board and she thinks that it keeps us on track. Oatley agreed that he thought it would be a good idea to continue the yearly audit. Oatley moved that we have an audit this year and Zeigler supported. 4-0 approved

Daller ask that Sower and Johnson act on this.

Newsletter: Daller stated that Johnson is going to start work on the newsletter in October. He also stated that everyone should lend a helping hand to make this happen. Since the Board does want to continue to stay connected with the public.

c. Property Transfer Affidavit & d. Poverty Exemption Guidelines will be on the November agenda.

Extended Comments: Laura Staats would like to have an update on the Past Personal Property Taxes that the Treasurer has been working on.

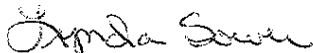
Jeff Hunter wanted to know if Larry Hubbert had made sure that JR's Concrete was insured properly to be working for the township.

Final Board Comment: Daller reported that he is now a resident of Otisco Township; he is renting a house at 9530 Belding Rd., Belding, MI

Daller wanted to know if anyone else was having trouble with the big copier in his office. Sower stated that she has had problems too. Sower will get ahold of the man to repair this as soon as possible.

Dan Zeigler moved that we adjourn the meeting at 8:04 p.m. and Sower supported.

Minutes Submitted By:



Lynda Sower

Otisco Township Clerk