

**OTISCO TOWNSHIP BOARD MEETING
JUNE 11, 2024 @ 7:00 p.m.
OTISCO TOWNSHIP HALL**

The meeting was called to order by Supervisor, Desmond Pike.

A short Prayer was given by Pike.

Roll Call: John Feuerstein, Trustee; Joe Borek, Trustee; Paula Byrne, Treasurer;
Lynda Sower, Clerk; Desmond Pike, Supervisor

Pledge of Allegiance was recited.

Approval of Agenda: Feuerstein moved to approve the agenda & Byrne supported. 5-0 approved

Approval of May 14, 2024 minutes: Borek moved to approve them as written and Pike supported. 5-0 approved

Approval of Payables & Payroll: Byrne moved to pay all the bills and Pike supported. 5-0 approved

Payroll	\$11,517.05
Acc. Payable	\$27,061.76
Sheriff	<u>\$ 3,711.07</u>
TOTAL	\$42,294.88

Reports:

County Commissioner: David Hodges stated that they had a short meeting. The 2025 budget was approved. Roads were talked about. Linda P. from the road commission could not get to our meeting. The county needs new pick-ups to replace a couple of older ones.

Zoning Administrator report: All members of the board received the report in their folders.

Unfinished Business:

Gravel Agreement:

Howe Town: Borek moved to put gravel on all the roads in that area, at the cost of \$13,712.16, getting the gravel from Ionia County Pit, Feuerstein supported the motion. Roll Call Vote: All yes'

Smyrna Streets: Borek moved to gravel Otisco, Chase, & Hubbard roads and Sower supported. There was more discussion and the motion was amended to add ditch work, trees trimmed, and cleanup the corner and get the gravel from Ionia County Pit, at a cost of \$7,496.13. Byrne supported. Roll Call Vote: All yes'

Limestone Montcalm Ave. (Button to 7 Mile): Feuerstein moved that we do this project at a cost of \$62,629.20 and Borek supported. Roll Call Vote: Sower-yes, Feuerstein-yes, Borek-yes, Byrne-No, Pike-yes. Approved 4-1

Palmer Rd. Repair-Overlay: Pike let the board know that the road commission said the road needed to be all new blacktopped this time. The cost for this project would be \$370,600.00. It was decided that Pike would get more information for the board. Postponed to next meeting.

Tree Maintenance: The board had some discussion and it was decided that Pike would get information on the cost of this from Jacoby Rd. to M-44 on Hawley Rd.

Hall Renovation/Hall Expansion: Laura Staats gave the board the information that she got from the contractor. The old voting booths would become storage and an office for the Clerk. The big office would be laid out different to make more room for the Assessor, Zoning Admin, and Supervisor. The office where the Clerk & Treasurer now have, would become the Treasurer and Deputy office with a conference room in part of the area. Pike stated that Paula wanted to draw up something too. Pike then had Jeff Hunter give us his ideas.

Jeff Hunter described what he thought would work; The Clerk & Treasurer office would stay where it is now, with a large window on the east side, with a treasurer desk and a clerk desk facing the window. This way they could wait on people from their desk at the windows. There would be a desk on the west wall for the deputies. The storage closet between the Supervisor office and this office would be taken out and storage space would be the old voting booths and vault. The people in this office would enter their office from a door in the Supervisor office.

New Business:

MTA Training & Fees: Sower reported that the dues for MTA were due now and that there is some training options and what would the board like to do about this. She read all the options and the board voted to get the Premium Pass for this year. 5-0 approved

Dues	\$1909.31
Legal	\$ 57.28
Training	<u>\$1900.00</u>
TOTAL	\$3866.59

Township Bridges: At this time the Road Dept. is not looking at the bridges.

Carpet cleaning after voting: We do not pay the Ashley Baptist Church for the voting. A few years ago the township cleaned the carpeting in the main room. Borek moved that we do this again this year after the Nov. voting and Sower supported. Roll all Vote: Feuerstein-yes; Borek-yes; Byrne-no; Sower-yes; Pike- yes. 4-1 approved

Public Comment: Kristie Warner-Walls wanted to know if the people running for the offices could use the training package after the Aug. voting. Whoever wins these will be on the Ballot for November. Sower will look into this.

Howard Uiterdyk Wanted to know if all the grounds had been checked at the township hall.

Meeting adjourned at 8:25 p.m. Minutes Submitted By – Lynda Sower, Township Clerk

For Payroll ID: 257 Check Date: 07/08/2024 Pay Period End Date: 06/30/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/08/2024	GEN	8069	BAILEY, KENDRA S	800.00	724.63	0.00	Open
07/08/2024	GEN	8070	BANNISTER, ANGIE R	657.00	578.82	0.00	Open
07/08/2024	GEN	8071	BOREK, JOSEPH M	358.33	315.68	0.00	Open
07/08/2024	GEN	8072	BYRNE, PAULA	1,695.96	1,450.81	0.00	Open
07/08/2024	GEN	8073	FEUERSTEIN, JOHN G	358.33	315.68	0.00	Open
07/08/2024	GEN	8074	FRAIN, SALLY A	1,950.00	1,508.77	0.00	Open
07/08/2024	GEN	8075	MERCER, LARRY	3,684.84	3,012.08	0.00	Open
07/08/2024	GEN	8076	PIKE, DESMOND L	1,583.33	1,462.20	0.00	Open
07/08/2024	GEN	8077	SOMER, LYNDA	2,008.34	1,507.68	0.00	Open

Totals: Total Physical Checks: 9 Number of Checks: 009 13,096.13 10,876.35 0.00

Total Check Stubs: 9

Bank CHK G GENERAL CHECKING Vendor Name Description Amount

Check Type: Paper Check

Check Date	Bank	Check	Vendor	Description	Amount
06/24/2024	CHK G	8053	CHARTER II	PHONES & INTERNET.	219.71
06/24/2024	CHK G	8054	JABLONSKI	SIDE OF THE ROADS MOWED	3,372.00
06/24/2024	CHK G	8055	JOHN HANCOCK	ELECTED OFFICIALS PENSION PLAN	577.49
06/24/2024	CHK G	8056	MTA	ANNUAL DUES- LEGAL DEFENSE FUND- PREMIUM	3,866.59
06/27/2024	CHK G	8057	IONIA PO	POSTAGE TO SENT OUT TAXES 2024 WINTER	920.32
07/01/2024	CHK G	8058	CONSUMERS	CEMETRIES - HALL-CORNER	117.76
07/01/2024	CHK G	8059	HEATHER	LAWN CARE	1,124.61
07/01/2024	CHK G	8060	MANER	CONSULTING-END OF YEAR	6,245.68
07/01/2024	CHK G	8061	PIT BOWES	LEASE ON METER	144.00
07/01/2024	CHK G	8062	POINTPAY	MONTHLY PAYMENT MAY 2024	50.00
Total Paper Check:					16,638.16

CHK G TOTALS:

Total of 10 Checks: 16,638.16
 Less 0 Void Checks: 0.00
 Total of 10 Disbursements: 16,638.16

Bank FIRE FIRE

Check Type: Paper Check

Check Date	Bank	Check	Vendor	Description	Amount
07/01/2024	FIRE	1042	BELDINGCIT	1ST. QUARTER FIRE CONTRACT 2024	12,100.00
Total Paper Check:					12,100.00

FIRE TOTALS:

Total of 1 Checks: 12,100.00
 Less 0 Void Checks: 0.00
 Total of 1 Disbursements: 12,100.00

Bank ROADS ROADS

Check Type: Paper Check

Check Date	Bank	Check	Vendor	Description	Amount
07/01/2024	ROADS	1073	IC ROADS	BRINE ON ROADS	17,196.03
Total Paper Check:					17,196.03

ROADS TOTALS:

Total of 1 Checks: 17,196.03
 Less 0 Void Checks: 0.00
 Total of 1 Disbursements: 17,196.03

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
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REPORT TOTALS:

Total of 12 Checks:						45,934.19
Less 0 Void Checks:						0.00
Total of 12 Disbursements:						<u>45,934.19</u>



REVENUE LOSS ASSIGNMENT OF ARPA FUNDS

- ARPA – American Rescue Plan Act

ASSIGNING ARPA FUNDS AS REVENUE LOSS

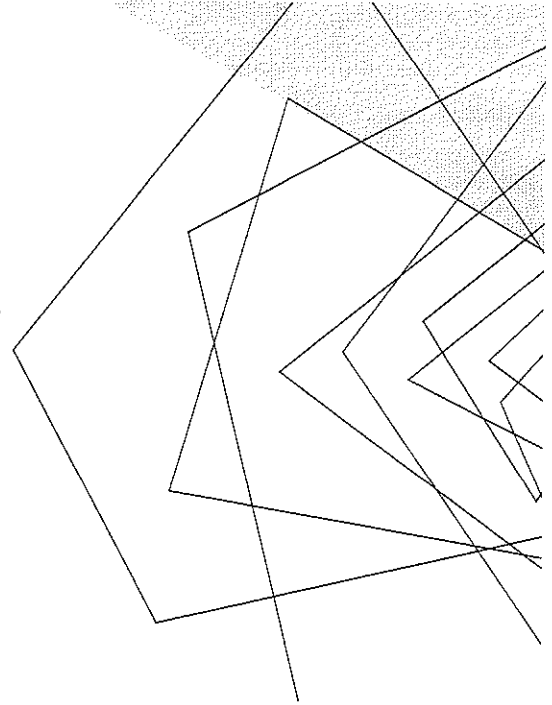
We should recognize the ARPA funds as revenue loss. When that happens, we recognize the funds based on monies spent for governmental activities for the available 4 year period. It is recommended that the assignment be for salary, wages, and professional services.

WHY DO THIS?

We have less than 6 months until we **must** have ARPA funds either spent or contracts signed and work largely underway on the project. If we do NOT do this, would have to return ARPA funds on 12/31/24.

Doing this will make it easier to report what we do with the ARPA funds.

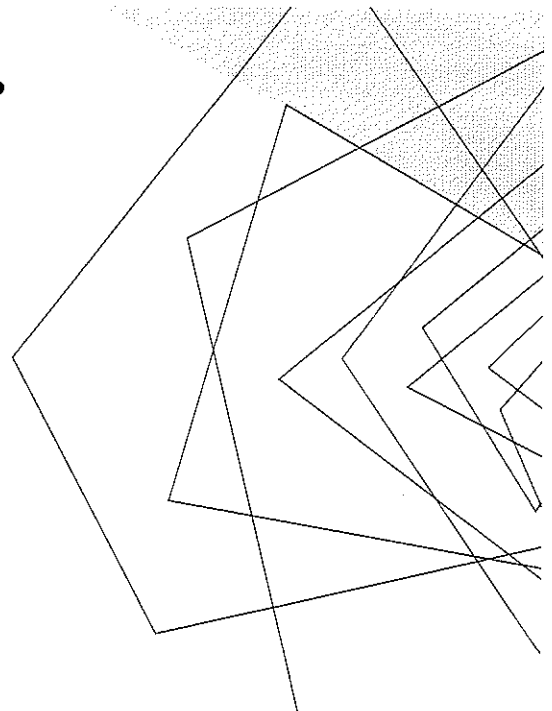
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WHAT HAPPENS TO THE MONEY?

Assigning ARPA funds to revenue loss allows the replacement of General Fund monies with ARPA monies. This increases the General Fund Balance in the amount of the ARPA funds received. This General Fund Balance may then be used later by the budget process or by board action.

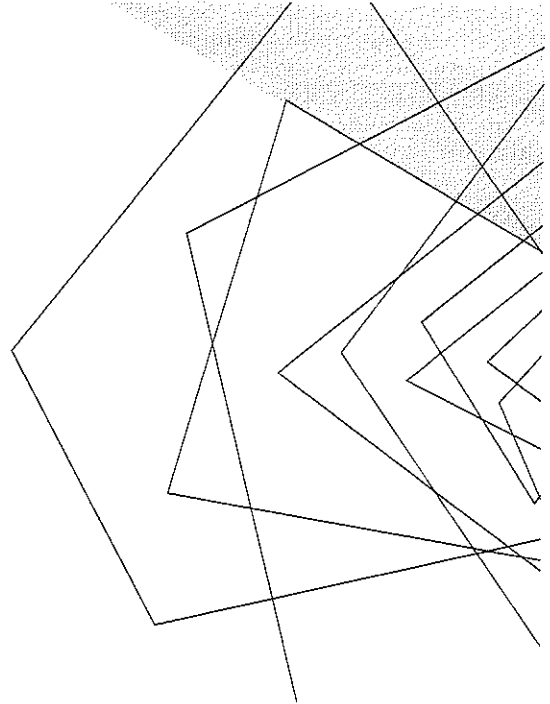
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WHAT ABOUT THE HALL?

Hall expansion or remodeling may be completed using the General Fund Balance if the board chooses.

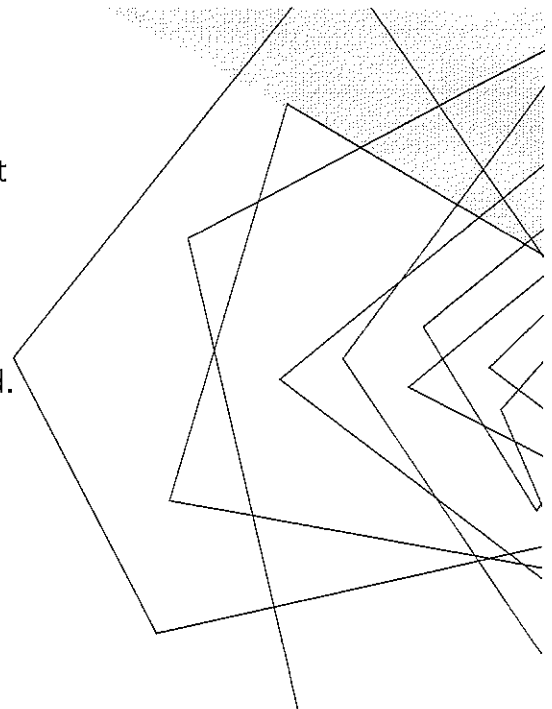
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DOES THIS MEAN OFFICIALS GET MORE MONEY?

No. Their salaries remain unchanged. It was recommended that it be assigned to Salaries, Wages, and Professional services because they are major township expenses in the General Fund. Paperwork will be easier if we use them.

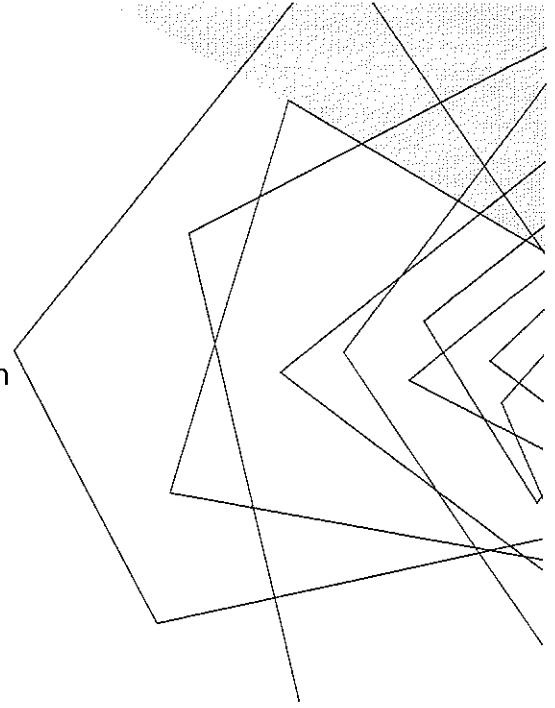
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WHY DIDN'T YOU DO THIS SOONER?

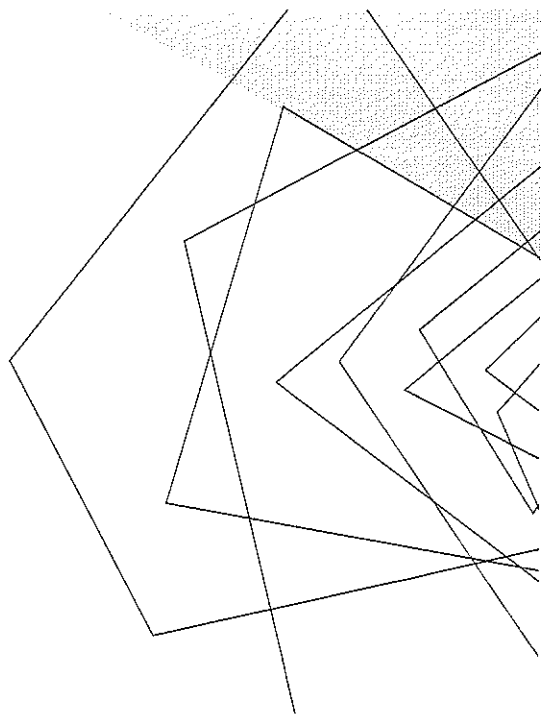
This option was not available at the beginning of the program. Maner Costerisan, our CPA firm, recently recommended this option to us. Much of this presentation is information from Bethany Verble from Maner Costerisan. Maner Costerisan will be able to help make sure we properly account for the ARPA funds.

7



OTHER QUESTIONS?

8



THE MOTION NEEDED

"I move to utilize the Township's ARPA funding under revenue loss to cover salary, wages, and professional services within the General Fund. The Maner Costerisan firm will assist in this process. This motion rescinds any previous motions regarding us of ARPA and/or SLFR Funds."

- Coronavirus State and Local Fiscal Recovery Funds (SLFRF)

