

CLERK'S MINUTES
PLEASANT TOWNSHIP BOARD MEETING
Thursday, December 08, 2016

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Trustees Katie Gossman, Jeff Haenggi and Julie Winslow were all present for the October meeting. Employees Phillip Boucher and Richard Collins were absent. A quorum was declared and the meeting was called to order at 6:33 p.m.

APPROVAL OF MINUTES

The minutes from the November 2016 meeting were approved. VOTE 3:0 FOR. Several items were added to the agenda.

PUBLIC COMMENTS/ORGANIZATION PRESENTATIONS

None appeared.

OVERSEER'S REPORT

A written report was furnished to the board as well as the meeting attendees. A brief overview was presented by Jeff.

CLERK'S REPORT

People are building in the county with no building permit, and this causes no notification regarding culvert installation. One step the township will make is to verify that you own the property where the culvert is to be installed. Also, culverts need to be logged. Winslow is trying to get Policies and Procedures and Employee Handbook manuals updated by mid-January.

TREASURER'S REPORT

Katie will be calling vendors according to where Phillip has spent money in December to get a balance that can be paid prior to year end. The FEMA funds have been accounted for and will be moved into the regular township account. Beginning balance of \$311,482 in the regular account, and an ending balance of \$284,580 in same account. Gossman made a move to approve vouchers, VOTE 3:0 FOR.

TRUSTEE'S REPORT

Jeff discussed green waste plant and what he and Phillip had been meeting with the city administrator over. The city's engineer is looking things over, recycling, pond, etc, etc. There was a brief discussion of invoices not coming in very soon, so Jeff would like to move the meeting to the third Thursday of the month, and at the fire station, to be held at the same time. As a fire captain, Gail Futhey will open and close the building for the meetings. Haenggi reported that we were discussing on changing banks to Rose Hill Bank from Emprise Bank. Reasons included signature issues, higher rate of interest and general problems with the existing bank. A special meeting will be held (tentatively on the 27th at 4:00) for bank change, rate of board pay, pre-buying of culverts, special equipment fund reserve amount, policy and procedures manual, employee handbook and paying outstanding balances by year end.

BOARD BUSINESS:

1. Board meeting place was changed to the Rose Hill Fire Station on the third Thursday of the month starting in January.
2. Approve Katie's treasury bond (25K four year bond costing \$340.00 total) approved VOTE 3:0 FOR
3. Additional rider for twp policy (\$100 per yr, 5K for checks, theft; debit cards for 3K; doesn't include Katie) VOTE 3:0 FOR
4. Adopted liability form for dirt; approved with minor revisions VOTE 3:0 FOR
- 4.5 Cancel number 4. VOTE 3:0 FOR
5. Adopt revised material liability form which clarified "Any and All Materials" VOTE 3:0 FOR
6. Hire Shawn Sinderson part time to replace other part timer that moved on, at \$10.00 per hour with 90 day probation
VOTE 2:0 FOR Gossman AGAINST
7. Approve \$250.00 annual clothing allowance for each road crew and cemetery employee VOTE 3:0 FOR
8. Approve mail change (Clerk picks up mail 1 - 2x per week, creates log, makes clerk's copies & distributes - to start Jan 1, 2017 VOTE 3:0 FOR.
9. Motion for voucher detail, including bank statements, to be due to trustees by 10:00 Monday prior to the (Thursday) meeting. Trustee will review vouchers prior to payments being written and copies must be attached to treasury report prior to approval for payment by board. VOTE 2:0 FOR. Gossman AGAINST due to not wanting to duplicate copies both paper and electronic

ADDITIONAL BOARD BUSINESS AND ADJOURNMENT

Meeting adjourned at 7:59.