Draft

**CENTERVILLE TOWNSHIP**

**5001 S. FRENCH RD**

**CEDAR, MICHIGAN 49621**

|  |  |  |
| --- | --- | --- |
| SUPERVISOR  JAMES SCHWANTES  PHONE: 920-5204 centervillesupervisor@gmail.com | CLERK  BETH CHILES  PHONE: 620-2130  Clerk.centerville@gmail.com | TREASURER  KATRINA PLEVA  PHONE: 228-5649 FAX: 228-6818  dalekatrina@centurytel.net |
| TRUSTEE  DANIEL HUBBELL  PHONE: 228-6390  dan@hubbellfarm.com | TRUSTEE  RONALD SCHAUB  PHONE: 256-7127 schaubron@yahoo.com | ZONING ADMIN  TIM CYPHER  CELL: 360-2557 FAX 256-7774  tim@allpermits.com |

**Centerville Township Regular Monthly Board Meeting Minutes**

**March 11, 2020 at 7:00 PM at Centerville Township Hall**

**Call to Order/Pledge of Allegianc**e: Schwantes called the meeting to order at 7:03 PM.

**Members Present:** James Schwantes, Katrina Pleva, Ron Schaub, Beth Chiles

**Members Absent:** Daniel Hubbell

**Others Present:** Patty Ray

**Public Comment:** None

**Review Agenda/Additions:** Motion to approve agenda by Schaub, seconded by Pleva.

Ayes = 4, No = 0. Motion Carried

Motion to approve Special Meeting Minutes from February 10, 2020 made by Schaub, seconded by Pleva.

Ayes = 4, No = 0. Motion Carried

**Previous Meeting Minutes February 5, 2020:** Motion to approve minutes with corrections by Schwantes, seconded by Pleva. Ayes = 3, Nays = 0, Abstain - Schaub - 1 Approved as amended.

**Special meeting Minutes February 10, 2020**: Motion to approve by Schwantes, seconded by Pleva.

Ayes - 3, Nays - 0, Abstain - Schaub - 1. Approved.

**Pay Invoices**

Move to accept by concensus.

Ayes = 4, No = 0

**Township Financial Update**

***Treasurer’s Report***

Chase Tax Fund Checking $1533.33, Chase HI Yield Savings $5148.59, Chase Business Savings $5033.86 Chase Commercial Checking $100,682.65. Chemical Bank CD $27,494.41 Honor Bank CD’s $26,131.03 and $36,055.36 (Total: $62,186.39). Total General Fund Balance $202,079.19

Motion by Schaub to accept the Treasurer’s Report as presented, seconded by Chiles.

Ayes = 4, No = 0

***Reconciliation Report***Reconciliation reports for January and February presented by Schwantes, reviewed and accepted.

***Balance Sheet Review*** Schwantes asked Schaub question about accounting of unassigned and assigned funds for better tracking and planning of fund payments. Schaub agreed with Schwantes ideas on changing the current tracking for better planning.

**Correspondence/Communication**

Schwantes responded to request from Randy Moore of the Leelanau County Road Commission regarding use of the hall for meetings. He left a voice mail on our policy guidelines regarding hall use. Randy returned call and had found another venue. Schwantes asked board members if he could waive the fee for this community use. The board agreed to this request.

Schwantes is working with the other supervisors, the sheriff and the prosecuting attorney to develop a new uniform fireworks ordinance.

**Assessor’s Report and Comments**

The Board of Review is currently in session.

**Zoning Administrator’s Report**

Reviewed report

**Planning Commission**

*Board member report:* None -Board member not present. Next meeting March 23, 2020 at 6:30 PM

**Cedar Area Fire and Rescue Board**

***Motion to Approve Fire Millage Language***

Schwantes moves that the Centerville Township Board of Trustees place the following millage question regarding funding Cedar Area Fire and Rescue on the August 4, 2020 ballot.

Shall the expired previous voted increase in the limitation on the total amount of taxes which may be levied against all properties in the Township of Centerville, Leelanau County, Michigan, for all purposes as provided by Article 9, Section 6, of the Michigan Constitution, reduced to 1.2386 mills ($1.25 per $1,000 of taxable value) by the required millage rollbacks, be renewed and increased by up to 1.75 mills ($1.75 per $1,000 of taxable value) and levied for two years, 2020 through 2021 inclusive, to be used for equipment and operation of the fire and ambulance departments within the Township, raising an estimated $199,688 in the first year the millage is levied?

Seconded by Schaub.

Ayes - 4, Nays - 0 Motion passes.

**Board - Unfinished Business**

*FY 2020-21 Budget*: Schwantes presented copies of the projected budget and the current balance sheet to board members for review and discussion. Waiting on election reimbursement figure to finalize. Submitted the General Appropriations Act Resolution for discussion, which will be voted on at the Special Budget Meeting on March 14, 2020. Note: Shannon, housekeeper, asked to increase cleaning to two times monthly as Trina and Beth are working regularly in the office. The Annual Meeting of the Electors is scheduled for March 14 at 10:00 AM. Agenda sent March 4.

**Board - New Business**

*Annual Meeting Schedule*

Discussed the 2020-2021 meeting schedule. The schedule continues as currently established, meeting the 2nd Wednesday of the month at 7:00 PM with the exception of February 3, 2021when the meeting is held the 1st Wednesday of the month.

*Resolution Regarding the Michigan Shoreline*

BE IT RESOLVED that the Centerville Township Board of Trustees adopt the "Resolution Requesting the Governor of Michigan to Declare the State of Michigan Shoreline a Disaster Area" which was submitted for consideration on March 11, 2020.

The foregoing resolution offered by Board Member Schwantes and supported by Board Member Chiles.

Upon roll call vote, the following voted Aye or Nay:

Schwantes: Aye Chiles: Aye Pleva: Aye Schaub: Aye Hubbell: Absent

The foregoing resolution was adopted by the township board of said township at the regular meeting of said board held on March 11, 2020, at which meeting a quorum was present by a roll call vote of said members as herein before set forth; that the resolution was ordered to take effect within ten days after publication.

Schwantes reports that the township received the ParPlan Grant in the amount of $646.00 to be used for emergency lighting upstairs. The signed agreement was returned on February 10.

Discussed township insurance coverage. Bids will be requested this year rather than automatically renewing in order to perform due diligence in seeking the best rate.

Discussed the rate increase request from township attorneys, Olson, Bzdok & Howard. Letter sent to board for review March 4.

Schwantes moves that the Centerville Township Board of Trustees accept the proposed per hour fee increases proposed by Olson, Bzdok, & Howard changing the partner rate from $150.00 to $155.00 and the associate rate from $135.00 to $140.00. Seconded by Pleva.

Ayes - 4 Nays - 0

*County Commissioner Report*: None

Next Board Meeting: Regular Meeting Wednesday April 10, 2020 at 7:00 PM

*Public Comment:* None

Motion to adjourn by Schaub, seconded by Pleva.

Ayes = 4 Nays = 0

Meeting Adjourned at 8:24 PM.