

**EMMETT TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR MONTHLY BOARD MEETING**  
**JANUARY 10, 2024**

The January board of trustees meeting was called to order at 7:00 p.m. and was followed by the pledge to the flag.

Roll call was taken with Keith Scott, Reliford, Kot, Jackson and Butler all present.

The consent agenda was approved with a motion by Reliford and support by Keith Scott. Motion passed. The consent agenda consisted of the December 13<sup>th</sup> meeting minutes and the December financial statement. The December financial statement is as follows: CD's \$75,545.66, tax acct. \$108,552.80, trust & agency \$9,033.82, bldg. admin. \$20,343.13, general fund \$46,396.98.00, revenue sharing \$475,903.88, park \$17,086.33, A.R.P.A. \$24,002.39, fire millage \$18,718.69 and road millage \$89,737.51. Accounts payable for December was \$175.47 making the total expenses for December \$34,341.56 paid out of the general fund.

Butler made a motion to approve the purchase of \$4,545.00 for a total of four new desks for the Clerk's and Assessor's office. Purchase will be made after the February election due to lack of storage space. Keith Scott supported.

Roll call vote: K. Scott; Yea, Reliford; Yea, Kot; Yea, Jackson; Yea and Butler; Yea. Motion carried.

Decision on a company for a new digital sign will be held off for another month.

Two companies gave bids for snow removal for 2024. Butler made a motion to accept Done Right's contract of \$150.00 for plowing the driveway, salting and shoveling the sidewalk and \$100.00 for anything under two inches that will be salted only. Keith Scott supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Playground repairs have come in and projects will start in the spring when we have nicer weather.

Miller Rd culvert has a temporary patch and is waiting on a work order for replacement.

Now that Stephanie Jackson is Clerk, she can no longer hold her previous positions as deputy clerk and election clerk. Jackson appointed Alicia West as her deputy clerk. Butler made a motion to hire Patricia Mikolajczyk as the new election clerk. Kot supported. Motion passed.

Butler made a motion to accept the bid of \$1,496.00 for Election Source to perform the mandatory preliminary and public logic & accuracy testing of election equipment. K. Scott seconded.

Roll call vote: Reliford; Yea, Kot; Yea, Jackson; Yea, Butler; Yea and K. Scott; Yea. Motion carried.

Budget corrections need to be made by moving left over money from the Dumpster Day account to the election account. This will be to help cover upfront costs associated with the February election. Reimbursements for the February election do not come until later in the year.

Board of Review is looking for an alternate.

Butler made a motion to approve the 2024 calendars for the Board of Trustees, Planning Commission, and Zoning Board of Appeals. Reliford supported.

All in favor Aye: 5 Nay: 0

Motion was passed.

Resolution#2024-1: 2024 Poverty Exemption Policy, Guidelines and Asset Test, was accepted with a motion made by Butler and supported by K. Scott.

Roll call: Kot; Yea, Jackson; Yea, Butler; Yea, K. Scott; Yea and Reliford; Yea.

Motion was passed.

Kot made a motion and was supported by Reliford to pay Ready Set Mail \$1,207.36 to prepare and mail assessing notices.

Roll call: Jackson; Yea, Butler; Yea, K. Scott; Yea, Reliford; Yea and Kot; Yea,

Motion carried.

The Township phone system at the hall has not been working correctly. Butler was informed that the system is outdated and repairs to the current system are not an option. A quote was received from BSB Elevate for a one time install fee of \$1,537.19 and a monthly recurring cost of \$190.46. This monthly cost is less than that of the current Frontier bill of \$284.02. Butler made a motion to accept the quote from BSB in addition to an additional payment of \$10 per month to Stand Alone Cellular to update the alarm system. K. Scott supported.

Roll call: Butler; Yea, K. Scott; Yea, Reliford; Yea, Kot; Yea and Jackson; Yea.  
Motion carried.

Choice One Bank in Emmett will be closing in March. Kot is working with a bank representative to figure out what branch tax payments can be made after the Emmett branch closes.

Planning Commission gave their report. It was discussed that barn permits will be a per case basis to be built in front of homes. The Park Committee is working on creating a master plan.

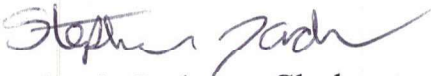
The annual St. Clair County MTA dinner will be February 29 at Solitude Links Golf course. The MTA Educational Conference & Expo will be held at the Grand Traverse Resort April 22-25.

Michigan Municipal League Workers' Compensation Fund bill increased to \$1,259.00 due to increased payroll expenses. Butler made a motion to pay said bill not to exceed \$1,259.00 after clarification can be made as to why the increase was so much. Reliford supported.

Roll call: K. Scott; Yea, Reliford; Yea, Kot; Yea, Jackson; Yea and Butler; Yea.  
Motion carried.

Reliford made a motion to adjourn and was supported by K. Scott, Motion carried.  
The meeting was adjourned at 8:23 p.m.

Respectfully submitted,



Stephanie Jackson, Clerk