

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 8, 2020

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, Brown and Butler all present.

The consent agenda was not complete because the bank statements were not received as of today so the December financial statement could not be completed. Kot made a motion to accept the accounts payable for December of \$439.52 along with the December paid bills making the total expenses of \$11,945.93. Keith Scott supported and the motion was passed.

I T Right has extended the security on windows 7 for 1 year for \$300.00

Several meeting invitations have been received, concerning attendance of township board members, are as follows:

Yale Public Schools – Jan. 9th at Farrell Elementary School
Village of Emmett – Jan. 20th at Emmett Village Hall for Fire Contract
St. Clair Co Road – Feb. 26th at St. Clair Co Road Comm. Office
St. Clair C0 Chapter of the MTA – Alexander's Banquet Center

Motion by Brown to accept the budget transfers as presented. Support was by Keith Scott. Motion carried.

The 2020 meeting calendars for Board of Trustees, Planning Comm. and the ZBA were approved with a motion by Reliford and support by Keith Scott. Motion carried.

Resolution #20-01 Protest to Board of Review, was approved with a motion by Kot and support by Brown.

Roll call: Reliford; Yea, Kot; Yea, Brown; Yea, Butler; Yea and K. Scott; Yea.
Motion passed.

Planning report was given by chairman Mueller; reviewing of the Master Plan "goals & objectives the same".

Butler made a motion to table the "Assessor's Office Policy" for further clarification and was supported by Brown. Motion carried.

St. Clair County Road Commission meeting will be February 26th at 3:30 p.m. Clerk Brown will attend, along with anyone else interested. The road funding grant that was submitted for \$30.00 to replace a failing culvert on Quain Road has been accepted by the County. Our share for this culvert replacement will be \$15,000.

Planning gave their report.

Enforcement officer called to let the Township know that the blight complaint for 12878 Rynn Road has been cleaned up considerably with just a few small corrections left to complete.

There will be a fire authority meeting February 27th.

Reliford made a motion to adjourn the meeting and was supported by Keith Scott. Motion was passed and the meeting was adjourned at 8:35.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Beverly K. Brown".

Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 12, 2020

The February 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 Reliford, Kot, Brown, Butler and Keith Scott present.

Brown made a motion to accept the Emmett Village Fire Department 3 year contract with a 5% increase each year of the contract. Support of the motion was by Keith Scott.

Roll Call: Kot; Yea, Brown; Yea, Butler; abstained, Keith Scott; Yea and Reliford; Yea. Motion passed.

RESOLUTION #20-02: Establish Budget Hearing Date, was approved with a motion by Butler and support by Reliford.

Roll Call: Brown; Yea, Butler; Yea, Keith Scott; Yea, Reliford; Yea and Kot; Yea. Motion passed.

RESOLUTION # 20-03: Establish Township Supervisor Salary, was approved with a motion by Keith Scott and support by Reliford.

Roll Call: Butler; Yea, Keith Scott; Yea, Reliford; Yea, Kot; Yea and Brown; Yea. Motion carried.

RESOLUTION # 20-04: Establish Township Clerk Salary, was approved with a motion by Kot and support by Butler.

Roll Call: Kot; Yea, Brown; Yea, Butler; Yea, Keith Scott; Yea and Reliford; Yea. Motion carried.

RESOLUTION # 20-05: Establish Township Treasurer Salary, was approved with a motion by Reliford and support by Keith Scott.

Roll Call: Brown; Yea, Butler; Yea, Keith Scott; Yea, Reliford; Yea and Kot; Yea. Motion passed.

RESOLUTION # 20-06: Establish Township Trustee Salary, was approved with a motion by Butler and support by Kot.

Roll Call: Butler; Yea, Keith Scott; Yea, Reliford; Yea, Kot; Yea and Brown; Yea. Motion carried.

Butler made a motion to table the "Assessor's Office Policy" for further clarification and was supported by Brown. Motion carried.

St. Clair County Road Commission meeting will be February 26th at 3:30 p.m. Clerk Brown will attend, along with anyone else interested. The road funding grant that was submitted for \$30.00 to replace a failing culvert on Quain Road has been accepted by the County. Our share for this culvert replacement will be \$15,000.

Planning gave their report.

Enforcement officer called to let the Township know that the blight complaint for 12878 Rynn Road has been cleaned up considerably with just a few small corrections left to complete.

There will be a fire authority meeting February 27th.

Reliford made a motion to adjourn the meeting and was supported by Keith Scott. Motion was passed and the meeting was adjourned at 8:35.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Beverly K. Brown".

Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
EMERGENCY SPECIAL MEETING
MARCH 2, 2020

An Emergency Board meeting was called for 9:00 a.m. Monday morning to appoint an alternate member to the Board of Review. The need is to appoint an alternate to make a quorum for the upcoming Board of Review Meetings. The shortage of board members was caused by a death within the family of the Board of Review members.

Meeting was called to order at 9:00 a.m. by Clerk Brown in the absence of the supervisor. Brown asked Keith Scott, Trustee to chair the meeting.

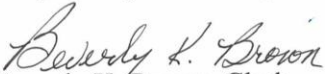
Roll call was taken with Brown, Scott, Reliford present. Butler was present by phone and Kot came in just a few minutes later.

Butler made a motion to accept Joe Madison as the alternate to the Board of Review and was supported by Brown.

Roll call vote: Butler; Yea, Reliford; Yea, K. Scott; Yea, Brown, Yea and Kot; Yea. Motion passed

Kot made a motion to adjourn the meeting supported by Reliford. Meeting adjourned at 9:08 a.m.

Respectfully submitted,


Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
MARCH 11, 2020

The March board of trustee's 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, Brown and Butler all present.

Reliford made a motion to accept the consent agenda and was supported by Keith Scott. Motion carried. The consent agenda consisted of the February 12th meeting minutes and also the minutes for the March 2nd special emergency meeting. The February financial statement was also included shows CD's in the amount of \$74,959.85, revenue sharing of \$198,533.20, park acct of \$14,091.54, tax acct of \$426,842.58, trust and agency \$5,888.39, building insp. \$18,725.21 and general fund \$43,692.26. Accounts payable of \$4,867.71.

Kot made a motion to accept the Policy of the Assessing Office. Brown supported. Roll call: Butler; Yea, Keith Scott; Yea, Reliford; Yea, Kot; Yea and Brown; Yea. Motion carried.

County Road Tour will be Wednesday March 25th at 8:00 a.m.

Dumpster Day is scheduled for May 9th.

Budget corrections were approved with a motion by Kot and supported by Brown. Motion carried.

Enforcement officer will be taking pictures of blight on Old Emmett Road at the location of the abandoned orchard and will send letter to owner.

John Diver spoke from the audience.

Brown made a motion to adjourn the meeting and was supported by Reliford. Meeting adjourned at 7:40 p.m.

Respectfully submitted,


Beverly K. Brown, Clerk

An error was made on the February Meeting minutes: The Consent Agenda for the January meeting minutes and the January financial statement were not included in the February minutes; therefore they were not legal.

A motion was made by Reliford and supported by Keith Scott to accept the consent agenda. Motion was passed. The consent agenda consisted of the January meeting minutes and the January financial statement. The financial statement consisted of; CD's in the amount of \$74,959.85, revenue sharing \$174,674.04, park & rec. \$14,201.96, tax account \$184,279.71, trust and agency \$5,638.16, building insp. \$18,693.63 and the general fund of \$39,230.91. Accounts Payable were \$201.71 with a total of \$16,625.33 for January bills.

Respectfully submitted,

Beverly K. Brown
Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
BUDGET MEETING
MARCH 11, 2020

The supervisor opened the budget meeting at 7:41 p.m., following the regularly scheduled board of trustee's meeting.

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

Resolution #20-07 Investment and Depository Designation, was accepted with a motion by Reliford and support by Keith Scott.

Roll call: Keith; Yea, Reliford; Yea, Kot; Yea, Brown; Yea and Butler; Yea. Motion passed.

Resolution #20-08 Investment and Depository Authorization, was accepted with a motion by Reliford and support by Keith Scott.

Roll call: Reliford; Yea, Kot; Yea, Brown; Yea, Butler; Yea and Keith; Yea. Motion passed.

Resolution #20-09 General Fund Budget, was accepted with a Motion by Reliford and support by Brown.

Roll call: Kot; Yea, Brown; Yea, Butler; Yea, Keith; Yea and Reliford; Yea. Motion passed.

Resolution #20-10 Building Inspection Fund Budget, was accepted with a motion by Reliford and support by Keith.

Roll call: Brown; Yea, Butler; Yea, Keith; Yea, Reliford; Yea and Kot; Yea. Motion passed.

Resolution #20-11 Park & Recreation Fund Budget, was accepted with a motion by Reliford and support by Keith.

Roll call: Butler; Yea, Keith; Yea, Reliford; Yea, Kot; Yea and Brown; Yea. Motion passed.

Brown made a motion to accept the Yale Expositor as our newspaper of record. Reliford supported. Motion passed.

Brown made a motion to adjourn and was supported by Keith. Meeting adjourned at 7:50 p.m.

Planning gave their report.

Nothing was received from the enforcement officer.

Keith Scott made a motion to adjourn and was supported by Brown. Motion was passed. Meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Beverly K. Brown
Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
EMERGENCY MEETING
APRIL 6, 2020

Emergency Meeting was called to order at 9:00 a.m. by the supervisor.

Roll call with Keith Scott, Butler, Kot and Brown present. Reliford was absent.

Motion by Butler and supported by Keith Scott that because of COVID-19 the April 8th regular meeting and the May 13th meeting will be cancelled, this decision pending recommendations by the Governor of Michigan. Motion passed.

Annual road tour was done by Butler on his ATV April 5th. The 80/20 Limestone program will spread 1175.36 tons of 22A limestone on 2 miles of Carney Road from Foley to Metcalf for \$5,000. Township share of expense. Limestone haul will put down 52 loads of 22A limestone on various roads for a total of \$59,726.16 of which the Township share of expense will be \$28,920.16 and the chloride on 42.4 miles @2,000 gal/mile + 4.5 miles @1,000 of Township roads will be \$18,217.20.

Butler made a motion to approve the above mentioned work orders to the St. Clair Co. Road Commission and Brown supported. Motion passed.

A motion was made by Brown and supported by Butler to in act our policy of paying the reoccurring bills during this shutdown of the office during the COVID-19 crisis.

Butler made a motion to accept the March consent agenda and was supported by Keith Scott. Motion carried. The consent agenda consisted of a correction to the February 12th minutes, the March 11th regular meeting minutes and the March 11th budget meeting. There was no financial statement as the bank statements were not received yet.

Motion made by Brown to adjourn the meeting and supported by Kot. Motion passed. Meeting adjourned at 10:00 a.m.

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
MAY 13, 2020


Because of Covid-19 the Emmett Township Board of Trustees did not meet as stated in our April 6th meeting.

Planning gave their report.

Nothing was received from the enforcement officer.

Keith Scott made a motion to adjourn and was supported by Brown. Motion was passed. Meeting was adjourned at 9:10 p.m.

Respectfully submitted,


Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
JUNE 10, 2020

The June meeting was called to order by Supervisor Butler at 7:05 p.m.

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

Consent agenda was approved with a motion by Reliford and support by Keith Scott. The consent agenda consisted of the April 6th Emergency Meeting minutes the financial statements for March, April & May. All 3 statements had CD's in the amount of \$74,959.85, Revenue sharing for March was \$234,038.56, April \$234,089.18 and the same for May. Park acct was \$14,091.90 for all 3 months, the tax acct was \$7.60 for all three months, trust and agency (Bond) was \$4,753.49 for March and \$4,753.53 for April and May, building administrators \$16,805.85 for March and April and \$17,578.65 for May, General fund for March \$46,834.96, for April \$12,439.64 and May \$9,539.36. Accounts payable for May was \$30,272.24.

Butler made a motion to hire Stephanie @ election wage of \$12.50 per hour for the extra help required for the August election. Support was by Keith Scott.

Roll call: Reliford; Yea, Brown; Yea, Kot; Yea, Butler; Yea and Keith Scott; Yea. Motion passed.

Butler made a motion to cut our petty cash fund from \$150.00 to \$25.00, the cash of \$125.00 will be deposited back into the general fund. Brown supported.

Roll call: Brown; Yea, Kot; Yea, Butler; Yea, Keith Scott; Yea and Reliford; Yea. Motion passed.

Reliford made a motion to accept the park maintenance contract with McClelland for \$130.00 per cut. Butler supported the motion.

Roll call: Kot; Yea, Butler; Yea, Keith Scott; Yea, Reliford; Yea and Brown; Yea. Motion passed.

McClelland has proposed an approximate cost of \$1,500.00 to put down a new weed barrier in the play scape pending material costs. Reliford made a motion to accept the proposal and was supported by Keith Scott. Motion carried.

Dumpster Day will be cancelled for this year.

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
JULY 8, 2020

The July meeting was called to order at 7:05 p.m. by Supervisor Butler.

Roll call was taken with Butler, Kot, Keith Scott and Brown present. Reliford was absent.

It was brought to attention by Kot that the consent agenda minutes of the June 10 meeting be revised to read: #1 That the first "Monthly Financial Statement" submitted to the township board at the June 2020 meeting be changed to "Month of May 1-17, 2020, with all dollar amounts remaining the same, #2 That a second financial report also be accepted as an ADDENDUM to the May 2020 "Monthly Financial Statement" as representing the time period of May 18-31, 2020. The reason for the revision because Lakestone Bank submitted their bank statements dated May 1-17, 2020 and Choice One Bank submitted their bank statements (after the board meeting) dated May 18-31, 2020. Butler made the motion to correct the June meeting minutes to reflect the above statement by Kot. Motion was supported by Keith Scott. Motion passed.

The financial part of the consent agenda for the June 10, 2020 financials was accepted with a motion by Butler and support by Keith Scott. Motion carried. The June 2020 financial statement shows CD's in the amount of \$75,222.61, revenue sharing \$228,572.88, park & rec. \$13,052.24, tax acct. \$7.60, trust & agency \$5,503.65, building admin. \$19,425.64, general fund \$882.70, and accounts payable of \$126.26 making the total expenditures of \$46,222.31 for the month of June.

Brown gave a report on how the August 4th election was progressing with all of the absentee voter applications sent out by the state of Michigan.

The \$10,000 ditching that the County Road does each year with no cost to the township will be done on Rynn & Imlay City Roads.

Planning wants the fees for a Site Plan Public Hearing that is held in conjunction with a regularly scheduled meeting changed to just what it costs for mailing, administration and publication in the newspaper of record.

Reminder: Any expenditure over \$500.00 (that has not been previously accepted by a motion or is a recurring expense) needs to come before the Board before it is paid.

Brown made a motion to place on the November 3rd ballot a renewal of 1 mill for 4 years Township Operating. Butler supported.

Roll Call: Butler; Yea, Kot; Yea, Keith Scott; Yea and Brown; Yea. Reliford absent. Motion passed

Butler made a motion to put a fire & road millage request of 1 mill tax for 4 years on the November 3rd ballot.

Roll Call: Kot; Yea, Keith Scott; Yea, Brown; Yea and Butler; Yea. Reliford absent. Motion passed.

Had a lot of internet failure within the last couple of weeks making it almost impossible to do assessing and up-coming election work.

Planning is working on dog operations-kennels.

Kot made a motion to use Ready-Set Mail to print & mail the tax bills. Support by Keith Scott.

Roll Call: Keith Scott; Yea, Brown; Yea, Butler; Yea and Kot; Yea. Reliford absent. Motion passed.

Motion to adjourn made by Brown and supported by Butler. Motion passed.

Meeting adjourned at 9:00 p.m.

Respectfully Submitted,



Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 12, 2020

The August meeting was called to order by Supervisor Butler at 7:00 p.m.

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

The consent agenda was approved with a motion by Reliford and supported by Keith Scott. Motion passed. The consent agenda consisted of the minutes of the July meeting and a revision of the June minutes concerning the financial statement of May. The July financial statement shows CD's in the amount of \$75,221.61, revenue sharing \$258,572.72, park account \$12,433.37, tax acct. \$1,538.44, T&A \$5,503.65, building Insp. \$18,850.31 and general fund \$9,687.51, accounts payable of \$10,326.39, making the total expenditures of \$34,276.49 for the month of July.

A violation of the sign ordinance and car racing track, with spectators, is being held in an agricultural zone at 11733 Foley Road. This is being sent to the planning commission.

The planning commission calendar is being altered to go back to every 3rd monday of every month, until further notice.

Butler made a motion to accept **Resolution #20-12 Operating Millage for 2020 levy (4029)**. Support was by Brown.

Roll call: Butler; Yea, Reliford; Yea, Brown; Yea, Keith Scott; Yea and Kot; Yea. Motion passed.

Planning gave their report

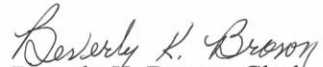
Zoning Officer, Nick Buffa is stopping by 11223 Bryce Rd. to check up on a preceding blight problem.

Butler made a motion to accept a 5 year audit contract with KING & KING CPA's for the yearly audit of \$4,650.00 per year. Kot supported.

Roll call: Reliford; Yea, Brown; Yea, Keith Scott; Yea, Kot; Yea and Butler; Yea. Motion passed.

Brown made a motion to adjourn, Reliford supported. Motion passed. Meeting was adjourned at 8:47 p.m.

Respectfully submitted,


Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 9, 2020

The September meeting was called to order by the supervisor at 7:05 p.m.

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

Reliford made the motion to accept the consent agenda and was supported by Keith Scott. Motion passed. The consent agenda consisted of the minutes of the August meeting. The August financial statement shows CD's of \$75,222.61, revenue sharing \$183,586.20, park & rec. acct. \$11,333.37, tax acct. \$4,538.21, trust & agency \$8,254.13, building insp. \$21,679.55 and general fund \$8,051.50. The accounts payable for August is \$4,008.23, making the total expenditures for August \$58,457.30.

Reliford made a motion to accept Resolution #20-13:County Road Funding Assistance. The resolution authorizes the Supervisor to sign the application requesting a \$50,000 shared grant with the St. Clair Co Road for replacement of the culvert at the intersection of Rynn and Sheridan Roads. The motion was supported by Keith Scott.

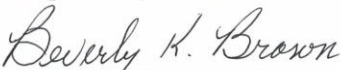
Roll call vote: Reliford; Yes, Kot; Yes, Butler; Yes, Keith Scott; Yes and Brown; Yes. Motion passed.

Brown made a motion for approval of "update of our park landscaping" to apply for the park & recreation local millage distribution. Supported by Butler. Motion passed.

Planning gave their report.
Enforcement Officer's report was presented.

Motion was made by Reliford to adjourn and was supported by Keith Scott. Motion was passed. Meeting was adjourned at 9:00 p.m.

Respectfully Submitted,


Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 14, 2020

The October Monthly Board meeting was cancelled due to the Township Clerk not having time to get the meeting packet ready in time.

Respectfully Submitted,


Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
NOVEMBER 11, 2020

The November meeting was called to order by the supervisor at 7:00 p.m.

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

The consent agenda was accepted with a motion by Reliford and support by Keith Scott. Motion was passed. The consent agenda consisted of the minutes of the September meeting minutes and because of the cancellation of the October meeting there were no minutes for October. The September financial statement shows CD's in the amount of \$75,222.61, revenue sharing \$213,740.61, park acct \$10,654.32, tax acct \$56,874.76, trust & agency \$8,254.76, build insp. \$22,896.97 and the general fund \$448.07. The October financial statement shows CD's in the amount of \$75,222.61, revenue sharing \$193,751.86, park acct \$21,171.96, tax acct \$111.34, trust & agency \$8,755.15, building insp. \$22,934.49 and the general fund \$7,446.23. Accounts Payable for October was \$302.56 making the total expenditures for October \$15,535.99.

Tony Purgatori, owner of Steverino's bar/restaurant located at 10980 Dunnigan Road has submitted a request and application for renewal of his liquor license Class C and SDM. A motion was made by Reliford and supported by Keith Scott that the renewal of the liquor license for NDemis LLC (Anthony Purgatori) be approved.

Roll call: Keith Scott; Yea, Reliford; Yea, Brown; Yea, Butler; Yea and Kot; Yea. Motion was unanimous.

Brown made a motion to fill the contract with the Village of Emmett Park for \$3,000. 00 and an additional \$2,000.00 for the Pickleball Court. This is paid out of the Park & Recreation Acct. Motion was supported by Reliford.

Roll call: Reliford; Yea, Brown; Yea, Butler; Yea, Kot; Yea and Keith Scott; Yea. Motion was unanimous.

Planning Comm. gave report, working on marijuana ordinance.

Brown made a motion to adjourn the meeting and was supported by Keith Scott. Motion carried. Meeting was adjourned at 8:15 p.m.

Respectfully submitted.

Beverly K. Brown
Beverly K. Brown, Clerk

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 9, 2020

December regularly scheduled meeting was cancelled because of inability to hold a zoom meeting at that time.