## **Caledonia Township Board Of Trustees – Regular Meeting Minutes**

Wednesday May 8th, 2024 @ 7:00 pm

Caledonia Township Hall 6461 Gillard Rd. Spruce, MI 48762

- I. Call to order: C. Apsey presiding and called to order at 7:00 pm
- II. Pledge of Allegiance Completed

III. Roll Call – Anthony Sobeck; Absent Tom Tice; Present Cyndi Apsey; Present

Halley Rondeau; Present Cindy Smith; Present

- IV. Approval of Agenda with additions, deletions, and/or corrections: T Tice made **motion** to approve agenda as presented. H Rondeau seconded. All in favor **Motion Passed**
- ٧. Public Comment: Toni Stump stated she was in attendance tonight to represent bringing the power of making solar power decisions back to the county/townships not the state. She is available after the meeting for signatures on the petition. Karen Brancheau stated she noticed in the clerks spreadsheet of bills to be paid it says an attorney was paid for Brancheau/Sands Resort vs Caledonia and that she isn't in a lawsuit with us -yet. C Smith commented that the bill received stated that was what it was for and she will check the billing and comment in board comment below on the agenda. Phyllis Vander-Vlucht stated she had questions as to why the Clerk report this month did start with where the check number from the previous month ended. She stated all checks should be accounted for. C Smith explained to Phyllis for the third month in a row that the clerks bills to be paid are a point in time prior to the meeting. If bills come in after the spreadsheet is emailed out, or we approve a new payment at the meeting, or we have to cancel or re-issue lost checks; that can happen. C Smith let her know all voided checked are filed away and double checked at audit. Smith let Phyllis know that the two check numbers she is referring to is because 1. We approved a check at last meeting to be paid immediately for materials for NE Park grant. 2. John Abbot check for rent last month got lost in the mail so it was re-issued as we did not want rent to be late and the amount was prior approved by the board. John Abbot was in attendance and stated that is true and that he came to the meeting as both checks showed up on the same day (one went to Florida and back) and that he was surrendering the voided check for audit purposes.
- VI. County Commissioner: Not in attendance.
- VII. Supervisor Report: Cyndi reported Trent our auditor will be coming soon to complete the required audit. Apsey reported the ARPA reporting was completed timely and thanked C Smith for getting all the invoices (84 pages) sent to firm with 24 hours notice since the notice was sent to an incorrect email. Apsey wanted to give a special thanks to Keith Krentz and you to Bessie and Jason Schlehr for snowplowing at Holcomb Creek.
- VIII. Special Meeting Minute May 8<sup>th</sup>, 2024: T Tice made **motion** to approve minutes as presented. Seconded by H Rondeau. All in favor **Motion Passed**
- IX. Regular Meeting Minutes April 10<sup>th</sup>, 2024: T Tice made **motion** to approve minutes as presented. Seconded by H Rondeau. All in favor **Motion Passed**
- X. Bills to be Paid: T Tice made a motion to pay the bills as presented. Seconded by H Rondeau. All in favor: Motion Passed
- XI. Clerk: C Smith stated that in 07/2024 we will need to schedule an electors meeting before the August Primary. Waiting to hear from county clerk when we can do a training for elections as everyone needs to re-do the training.
- XII. Treasurer Report: Haylee reported that when she settled with the county on the tax account only treasurers have access to, there was \$5,600.00 missing. She went back for the year and balanced out all the bank statements with all the deposit

slips and she found a checked that did not clear the tax account because it was reverse by the tax payers bank because the check was not endorsed by the previous treasurer. Haylee sent a certified letter to the tax payor who stated she will pay the \$5600.00 once she realized it never did clear her bank and she owed the money. This should have been caught many many months ago. It is being made right and the treasurer account will balance again. Haylee also reported she would like to move funds from regular savings accounts to money market accounts because they have a higher return. Board agreed.

- XIII. Planning Commission Update: A Sobeck was absent so no update available.
- XIV. VA Rep: Jim Farrar gave a heartfelt speech on the upcoming Memorial day and what it really means. At 3pm there should be a moment of silenced to observe all who have given their life. Trains will whistle their horns and MLB will pause their game. Things you should avoid on Memorial day. 1. Don't wish anyone a "happy" memorial day, this is not Christmas. It wasn't founded in joy. 2. Don't thank the current troops, this day is for the deceased Veterans not the living. 3. Don't disregard the importance of this day. 4. Don't forget this day exists. 5. Don't let politics stop you from giving respect.
- XV. Proposed new library space: C Apsey and A Sobeck met with the Community Center members and they are still wanting \$1,200.00 a month in rent and we are currently paying \$350.00. C Smith stated the Community Center should put a millage on the ballot for November and if the people of Caledonia Township want this, and vote it in, she will happily support it. Smith stated it is hard to approve paying more when we have no reason to currently move. Board agreed.
- XVI. Raffle Application for HLCA: C Smith made a **motion** to approve the Charitable gaming raffle license and to sign the document to approve. T Tice seconded. All in favor **Motion Passed.**
- XVII. Road Contracts: There were 5 road contracts proposed for Swede road (from Roe Rd to Hubbard Lk Rd), Gillard Road (from Swede to Spruce Rd), Anderson Rd (Swede to Ludwig), Lakeview Dr (Hubert to Mt Maria Rd), Tina Dr (Hubbard LK to Franklin), Franklin St (Tina Dr to dead end), Nora St (Franklin to Hubbard Lk Rd). C Smith made a motion to approve road contracts 2401, 2402, 2403, 2404, 2405 (all of them). H Rondeau seconded. All in favor Motion Passed.
- XVIII. NE Park Updates: C Apsey reported the water fountain that is part of the grant to be installed at NE Park requires a small septic system and drain field. It would cost \$3,500.00 and there would be yearly water testing expense. C Smith made a motion to approved to hire John Henry to do the septic system and drain field up to \$3,500.00 using ARPA (covid) funds. Roll call: A Sobeck: absent; T Tice: Yes; H Rondeau: Yes; C Apsey: Yes; C Smith; Yes. Motion Passed. Cyndi also updated that the NE Park celebration for the grant being completed at the NE Park will be July 20<sup>th</sup>, 2024 and that this will be done funded by our personal funds and donations (No Tax dollars will be used for this). The fire dept has donated hot dogs and we hope to have a vendor for music. Haylee Rondeau (treasurer) has offered to have a petting zoo there for kids. Cindy Smith will put on a game for the kids. Other board members will also donate. RS Scott will also be there. This will be open to the public and the matching funds donor will be there to thank for their generosity.
- XIX. Hall Deposit Wording: Apsey asked permission to change the wording to the current hall rental contract to add in if damages exceed the \$100.00 deposit that the rental agrees to pay it. There was recently a rental where they were throwing axes at a target in the hall and it left slices of wood missing out of the wood paneling. In the future we need to protect our hall asset. Board agrees with Cyndi Apsey.
- XX. Credit Card Remove Sarah: Haylee realized that a new credit card came for Sarah and contacted the AAACU and they did get the approved minutes to removed Sarah from all accounts but they want a motion to specifically remove her from the credit card. T Tice made a **motion** to remove Sarah Roe from the AAACU credit card account and to no longer have access to the credit card. H Rondeau seconded. All in favor. **Motion Passed.**
- XXI. Board Comments: C Smith found the invoice in the bills to be paid that the attorney bill does stated Caledonia Twp vs Brancheau/Sands Resort. Karen Brancheau stated that it is Caledonia vs Brancheau Sands resort not the way it was written Brancheau vs Caledonia Twp. Cindy Smith stated she didn't realize who was listed first mattered but apologized for writing it in reverse order it wasn't intentional. Cindy Smith also stated there were two checks that are old and contact was made with vendor and they will be cashing those checks to get it off our records. One of the checks was lost by the vendor and it had to be voided and reissued Cindy made a special note to Phyllis Vander Vlucht to take note that there

will appear to have a missing check number next month from the clerks spreadsheet because that check was voided and reissued.

XXII.	Adjourn: T Tice made <b>Motion</b> to adjourn	ourn at 8:02 pm. Seconded by H Rondo	eau. All in favor – <b>Motion passed</b>
Recorde	ed by: <u>Cindy K. Sma</u>	th	
Approve	ed by the Board of Trustees on:	06/12/2024	