

# SOLON TOWNSHIP

## Monthly Staff Meeting

Solon Township Hall  
15185 Algoma Avenue  
Cedar Springs, MI 49319  
616-696-1718

### Minutes December 9, 2020

#### **CALL TO ORDER 10:10 A.M.**

**Present:** Ellick, Gerhardt, Stout, Hoskins, Willoughby, Doane

**Public:** Dustin Drabek

#### Departmental Activities

- Assessing – CPI (Consumer Price Index) 1.4%, lots of sales, estate audit tomorrow, 7 splits in next few weeks, AG up 6 or 7%, personal property reports being sent out this month.
- Zoning – Still working on Fosburg, will be in court by mid January, Sheriff told Fosburg to stop building road, 17 mile/Pine Island issues a ticket, moving forward with King.
- Building – continues to be busy
- Fire Department – Had 4 employees with COVID, each quarantined. Had house fire two days ago which resulted in total loss. 4 departments responded.

#### Business/Topics of Discussion:

- Snow Plow Bid: Received one snow plow bid from Marty's Construction who worked for the township last winter. Quote was for same price as 2019/20 season.

A motion was made by Ellick to accept the quote for \$5050.00 from Marty's Construction, seconded by Willoughby. Motion carried 5-0.

- FD Radio Agreement

Tabled to Board Meeting 12/15/20.

- PC Appointment

A motion was made by Ellick to appoint Mark Hoskins to the Planning Commission, seconded by Stout. Motion carried 4-0 with Hoskins abstaining.

A motion was made by Ellick to appoint Al Myers and W. Rick Sevey to the Planning Commission, seconded by Hoskins. Motion carried 5-0.

- BOR Appointment

A motion was made by Ellick to appoint Joel Vandenburg to the Board of Review, seconded by Willoughby. Motion carried 5-0.

- Meeting/Holiday Schedule 2021

A motion was made by Ellick to accept the 2021 Holiday schedule with the Township office being closed for Memorial Day (5/31/21), in observance of Independence Day (7/5/21), and Labor Day (9/6/21) with two additional days for the Administrative Assistant, the Fulltime Firefighter's holidays will include New Year's Day, Memorial Day, July 5<sup>th</sup> in observance of Independence Day, Labor Day, Thanksgiving Day, ½ day for Christmas Eve, Christmas Day, and New Year's Day, seconded by Willoughby. Motion carried 5-0.

A motion was made by Ellick to accept the Solon Township 2021 Meeting schedule with the moving of Board Meetings to the 2<sup>nd</sup> Monday of the month, seconded by Hoskins. Motion carried 5-0.

- Trees/gate at Cemetery

In order to establish lot lines for the new cemetery property which currently isn't being utilized, we will need to get a survey and have it staked, get a fence company to build a fence with a roller gate and also hire a tree company to have the row of pine trees taken down. First step is getting the survey done.

- Transfer of Funds

There is approximately 142K from the general fund which needs to be transferred according to the 2020/21 budget. The Clerk will transfer the specified amounts. Will check with assessor on the amount to be transferred to the library.

- Addition of Precinct

We are in the need of having to add a 3<sup>rd</sup> precinct, as our precinct 2 is currently over the allotted 3000 registered voters. The Board would like to build a pavilion here at the Town Hall approximately 40X80 to accommodate the 3<sup>rd</sup> precinct but also to be used as rental space for residents and also possibly a farmer's market. Bob will call a contractor or two to begin the process of getting approximate cost. Board would like the building to begin in spring 2021 if possible.

- Dustin Drabek,

Update on storm claims: the adjusters combined the claims. Dustin will send an update on December 29.

Our insurance has the opportunity for two grant cycles per calendar year. They could include costs associated with training, cameras, generator, etc...

Cyber coverage is separate this year and will cost the Township \$600-\$700 premium for the year. The Board would like to have Betsy discuss with Dustin if this is something we would need.

The Insurance premium for the year will be tabled for Board Meeting 12/15/20.

- ZBA

A motion was made by Hoskins to appoint Brynadette Powell to the Zoning Board of Appeals, seconded by Stout. Motion carried 5-0.

A motion was made by Ellick to appoint Jon Stout to the Zoning Board of Appeals, seconded by Hoskins. Motion carried 4-0 with Stout abstaining.

Other Discussion –

Fulltime firefighter was paid while in quarantine. Board meeting will proceed next week 12/15/20 as scheduled. It was brought to our attention that the Deputy Chief is still receiving cell phone reimbursement. Supervisor will speak with Fulltime firefighter to discuss if he is ok using his personal cell phone. Board will discuss further at Board meeting.

Hall rental was discussed as it has become quite repetitive with scheduling and taking deposits, only to have to cancel due to COVID and reimburse residents.

A motion was made by Gerhardt to halt all hall reservations until further notice, with current reservations through March being cancelled, seconded by Willoughby. Motion carried 5-0.

Items for the Regular Township Board Meeting:

- FD Radio Agreement
- FT FF COVID pay
- FD cell phone reimbursement
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Public Comment:

ADJOURNMENT Motion made by Gerhardt, seconded by Stout. Motion Carried 5-0.

NEXT MEETING - January 6, 2021