

**SURREY TOWNSHIP
REGULAR BOARD MEETING
UNAPPROVED MINUTES
MAY 10, 2022**

The meeting was called to order at 6:00 pm by Supervisor Russ Hamilton leading the Pledge to the Flag. Members present: Supervisor Russ Hamilton, Clerk Glenna Bradbury, Treasurer Stacy Delong, Trustee Ken Pitchford and Trustee Rod Williams. Also, in attendance: Fire Chief Dave Williams and Commissioner Samantha Pitchford.

REGULAR BUSINESS

Agenda

The meeting agenda for May 10, 2022 was reviewed. A motion was made to accept the agenda as presented with additions by R Williams and seconded by K Pitchford. All ayes. Motion carried.

Minutes

The motion to approve the minutes from the April 12, 2022 Regular Meeting with a correction in the Commissioners Report and the April 19, 2022 Special Meeting with a correction in New Business was made by G Bradbury, supported by K Pitchford. All ayes. Motion carried.

Bills

•General Fund bills: (check #s 37833-37842, 37865-37887) for a total of \$125,009.79 •the Fire Fund bills (check #s 14723-14727, 14747-14761) for a total of \$89,503.68 •and the Transfer Facility bills (check #s 1404-1413) a total of 13,761.46. •R Williams made the motion to pay the bills plus the credit card, supported by S Delong. Roll Call Vote: R Williams-yes, S Delong-yes, R Hamilton-yes, K Pitchford-yes and G Bradbury-yes. Motion carried.

Treasurer's Report

The report was presented by S Delong. The report will be kept on file.

REPORTS

Fire Department Report

D Williams reported: •ISO was here May 3 •Hose testing was completed May 4 •The air compressor was serviced and the pressure was increased to 6,000 psi to get ready for the air packs •The bottles are ordered and in 6 months when the company does maintenance, they will get hooked up •Installed a regulator on the feed line •FYI – ISO wants both trucks to have 1,000 feet of 5 inch hose.

Zoning Report:

Rod Williams reported 10 zoning permits YTD.

Planning Commission:

Per R Williams reported that he has a sample ordinance to give to the Planning Comm. regarding Medical and Adult Use Marijuana. Since Mindy Campbell is now the Surrey Township secretary she is handing in her resignation from the Planning Comm. Her replacement is Paula Leyva. Both major lakes, Surrey Lake and Lake 13, are now represented. R Williams made the motion to replace M Campbell with P Leyva to the Planning Comm. Board, seconded by R Hamilton. All ayes. Motion carried.

Commissioners Report:

Samantha Pitchford reported: Laura Phelps was appointed Administrator of Clare Co. and approved a 3 year contract with her.

OTHERS:

None

CORRESPONDENCE:

None

PUBLIC COMMENT:

- K Jankowski asked about the ARPA Hazard pay. She had been at the office and asked about the terms for the Planning Commission Board members and didn't get a clear answer.

UNFINISHED BUSINESS:

- R Fancon from GFL was not able to attend the meeting.

NEW BUSINESS:

- R Williams discussed the Lake 13 Pledge Full Faith & Credit Resolution #2022-1. It is similar to the resolution that was produced for the Surrey Lake dredging project. It states Surrey Township takes on the duties of administration with the Treasurer collecting the funds. R Williams made the motion to accept Resolution #2022-1 as presented, seconded by G Bradbury. Roll Call Vote: R Williams-yes, G Bradbury-yes, K Pitchford-yes, R Hamilton-yes and S Delong-yes. Motion Carried.
- R Hamilton presented a list of 5 price bids for a storage container for the Transfer Facility. 3 were shipping containers and 2 were stick built structures. The cost varied between \$3,300 and \$9,800. R Williams made the motion to accept the bid for a 20 ft. shipping container delivered for \$3,300 from Brown's Equipment, supported by K Pitchford. Roll Call Vote: R Williams-yes, K Pitchford-yes, S Delong-yes, R Hamilton-yes and G Bradbury-yes. Motion carried.
- A discussion regarding taking bids for lawncare for the landfill, the Township and Fire Dept. lawns and the managing the brush/leaves at the Transfer Facility. The bids will be due by Tuesday, June 14, 2022 at 6 p.m.
- 2022 Budget dates were discussed. The agreed dates are as follows: Monday, June 20, 2022 at 5 p.m., Monday, June 27, 2022 at 5 p.m. and the Final on Thursday, June 30, 2022 at 6 p.m.
- S Delong discussed the changes in the Equalization Contract with Clare County. (1) Added assessing mailings, which takes some work off of the assessor's duties (2) Added and additional services option. G Bradbury made the motion to accept Option #4 Full Service, seconded by R Williams. Roll Call Vote: G Bradbury-yes, R Williams-yes, S Delong-yes, K Pitchford-yes and R Hamilton-yes. Motion Carried.
- Direct Deposit was discussed. S Delong said that Raquel Brown from Members First Credit Union mentioned that the March 8, 2022 Board minutes did not include the wording "approve the Commercial ACH service for Direct Deposit" when we agreed on the Direct Deposit service agreement. S Delong made the motion to adjust the March 8, 2022 minutes to reflect the additional verbiage requested by Members First supported by G Bradbury. Roll Call Vote: S Delong-yes, G Bradbury-yes, K Pitchford-yes, R Hamilton-yes and R Williams-yes. Motion carried.

PUBLIC COMMENTS

- K Jankowski when is the next Planning Comm. meeting? Per R Williams in July, the date will be posted.

Meeting adjourned at 6:42 pm

Glenna Bradbury, Surrey Township Clerk

Transcribed by Glenna Bradbury, Surrey Township Clerk