

**SURREY TOWNSHIP
SPECIAL BOARD MEETING
UNAPPROVED MINUTES
APRIL 19, 2022**

The meeting was called to order at 5:00 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, Kay Williams, Victoria Williams, Marv Frayer and Carl Schafer.

REGULAR BUSINESS

Agenda

The meeting agenda for April 19, 2022 was reviewed. A motion was made to accept the agenda as presented by R Williams and seconded by K Pitchford. All ayes. Motion carried.

NEW BUSINESS:

- Discussed improvement plans to the Fire Dept. additional building. D Williams mentioned that included in the quote is a standby generator. •IT Right will run cable from the Twp. Hall to the building. A cost for that is not included in the quote. •Does not include furniture or appliances. He is planning on building a desk. K Pitchford asked about 6' x 6' windows to show off the hose cart. •Will need to make the office handicap accessible. •The Building Dept will also occupy the office space. •Change the electrical 3 phase to single phase. •The project might start in July 2022. The plan is to pay off the building before the project begins. •The first step would be to work on the outside of the building. •R Williams made the motion to approve \$185,500 ARPA money to use to improve 186 N. Superior and accept the bids from Mr. Electric, K&K Plumbing, Bauer's Construction (interior and exterior) and AccuAir Heating and Cooling (inside) seconded by K Pitchford. Roll Call Vote: R Williams-yes, K Pitchford-yes, S Delong-yes, R Hamilton-yes and G Bradbury-yes.
- Discussed the shredding of all fund checks associated with Huntington Bank after all funds are transferred to Members First Credit Union. Also discussed replacing checks that the Treasurer types to a check that can be produced from a printer. S Delong will look into a program for this process. R Williams made a motion to approve shredding all Huntington Bank checks when all Funds have been transferred, seconded by G Bradbury. Roll Call Vote: R Williams-yes, G Bradbury-yes, S Delong-yes, R Hamilton-yes and K Pitchford-yes. Motion carried.
- S Delong asked about paying ARPA Hazard Pay to Cheryl Ashley, Kathryn Decker and Victoria Williams. Everyone agreed to pay them for Hazard Pay. Hours worked between 3-3-2021 to 3-3-2022 at \$13 per hour as long as it doesn't put them in a new tax bracket. G Bradbury asked if the auditors would be filing all ARPA related reports. S Delong said she has talked with auditors.

PUBLIC COMMENTS

- D Williams thanked the Board for the approval of building improvements.

Meeting adjourned at 5:33 pm

Glenna Bradbury, Surrey Township Clerk Transcribed by Glenna Bradbury, Surrey Township Clerk