

**IMLAY TOWNSHIP BOARD  
REGULAR MEETING MINUTES**

**August 18, 2021 - 7:30 PM**

**ATTENDANCE**

**Roll Call** – Recording Secretary Elli Couch called roll. Supervisor Hoeksema declared a quorum of Imlay Township Board present.

**Members Present:** Supervisor Hoeksema, Clerk Jepsen, Trustee Guerin, Trustee Stoldt, Treasurer Priehs

**Members Absent:** none

**Others Present:** none

**CALL MEETING TO ORDER**

Supervisor Hoeksema called the meeting to order at 7:30 pm with Pledge of Allegiance and prayer.

**APPROVAL OF AGENDA**

Trustee Stoldt moved to approve the agenda; seconded by Trustee Guertin. **Motion Carried.**

**APPROVAL OF MINUTES**

Trustee Stoldt made a motion to approve the July 21, 2021, Minutes as presented; seconded by Clerk Jepsen. **Motion Carried.**

**CITIZEN'S COMMENTS**

None

**ACTION ITEM**

1. **Home Occupation Fees-** The new home occupation amendment created two levels of home occupation with different fees, to be determined by the Board. A type one home occupation application fee would be \$250 plus a \$25 annual fee. A type two home occupation would be \$500 for the application and permit, with no annual fee. Motion to adopt the fee schedule by Trustee Stoldt; seconded by Clerk Jepsen. **Motion Carried**
2. **Admin Fee's for Grass Mowing –** Currently the Township charges an \$100 administration fee on top of the actual cost for mowing properties that are not being maintained by homeowners. An increase to \$150 for a first offense, then \$400 for the second is recommended. Motion to implement the increased fees immediately by Treasurer Priehs; seconded by Trustee Stoldt; **motion carried.**
3. **Application of Home Occupation –** Discussion was held regarding the application. Consensus to start using the application.

**OPERATIONAL MONITORING**

1. **Treasurer's Report-** taxes are coming in steadily.
2. **Assessor's Report-** None
3. **Planning Commission Report-** None
4. **Cemetery Report-** Gate update: installed next week

5. **Attorney's Report-** None
6. **Road Condition Report -** Grading and brining this week
7. **Enforcement Report-** 135 Rule Road lawn mowed

**BILLS TO BE PAID**

*Bills to be paid-* Treasurer Priehs moved to approve the bills to be paid as presented; seconded by Trustee Stoldt. **Motion carried.**

July 2021

<b>General Fund</b>	<b>\$15,207.00</b>
<b>General Fund Payroll</b>	<b>\$14,505.33</b>
<i>Checks #13731-13779, 2 EFTPS</i>	
<b>Fire Protection Services Fund</b>	<b>\$0.00</b>
<i>Check #</i>	
<b>Cemetery Fund</b>	<b>\$8,973.08</b>
<i>Checks #4774-4779</i>	
<b>Permit Fund</b>	<b>\$1,400.00</b>
<b>Permit Fund Payroll</b>	<b>\$3,526.92</b>
<i>Checks #1495-1501, 2 EFTPS</i>	
<b>OEF/MP</b>	<b>\$0.00</b>
<b>Perpetual Care</b>	<b>\$0.00</b>
<b>Water Fund</b>	<b>\$1,379.41</b>
<i>Checks #1244</i>	
<b>TOTAL</b>	<b>\$44,991.74</b>

**ADJOURNMENT**

The meeting was adjourned at 8:10pm.

**RESPECTFULLY SUBMITTED**

Carla Jepsen, Imlay Township Clerk

Steve Hoeksema, Imlay Township Supervisor

Elli Couch, Recording Secretary