

**IMLAY TOWNSHIP BOARD
REGULAR MEETING MINUTES
November 16, 2022**

ATTENDANCE

Roll Call – Clerk Jepsen called roll. A quorum of the Imlay Township Board present was present.

Members Present: Supervisor Hoeksema, Clerk Jepsen, Treasurer Priehs, and Trustee Guerin.

Members Absent: Trustee Stoldt

Others Present: Members of the public.

CALL MEETING TO ORDER

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

APPROVAL OF AGENDA

Treasurer Priehs made a motion to approve the agenda with the addition of item F: Fire Contract; seconded by Trustee Guerin. **Motion Carried.**

APPROVAL OF MINUTES

Trustee Guerin made a motion to approve the October 19, 2022, Regular Township Board Meeting Minutes, Seconded by Treasurer Priehs. **Motion carried.**

CITIZEN'S COMMENTS

None

ACTION ITEMS

- 1. Snow Removal** – Yard Services submitted a bid for snow removal at the Township Hall; discussion was held. Treasurer Priehs moved to approve the snow removal contract from Yard Services; seconded by Trustee Guerin; **motion carried.**
- 2. Demo Permits** – Discussion was held regarding timelines for demo permits. Trustee Guerin moved to set the timelines for demo permits at 30 days to start demolition after the permit is issued; 60 days to finish for a total of 60 days. If demolition is not started within 30 days, the permit will be cancelled; seconded by Treasurer Priehs. **Motion carried.**
- 3. Election Update** – Clerk Jepsen updated the Board on the November 8, 2022, election. There was a 60% turnout of voters. Everything went smoothly. The tent was not used due to conflict of dates with the vendor.
- 4. Supervisor** – Supervisor Hoeksema presented the Board his letter of resignation effective December 31, 2022; Trustee Guerin moved to accept Supervisor Hoeksema's resignation; seconded by Clerk Jepsen. Motion carried. The Board thanks Supervisor Hoeksema for his many years of service to Imlay Township.

5. **Thanks to Mike Gepfrey** – Supervisor Hoeksema commended Mike Gepfrey for his years of service to Imlay Township as ordinance enforcement officer. He invited everyone to stay for cake after the meeting.
6. **Fire contract** – The current fire contract expires 12/31/22; the Township has not received a new contract from the City. Information purposes only.

OPERATIONAL MONITORING

1. **Treasurer’s Report-** Clerk Jepsen moved to approve the Treasurer’s Report as presented; seconded by Trustee Guerin. **Motion carried.**
2. **Assessor’s Report-** None
3. **Planning Commission Report-** None
4. **Cemetery Report-** The two trees have not been cut in the cemetery.
5. **Attorney’s Report-** The attorney submitted a written report.
6. **Road Condition Report-** The crack sealing on Serene Drive has been completed.
7. **Enforcement Report-** Discussion was held regarding the Petz Road property that built a pole barn without a permit and not enough land; Trustee Guerin moved to have the attorney write a letter to the owner and to file a motion in court; seconded by Treasurer Priehs; **motion carried.**

BILLS TO BE PAID

Treasurer Priehs made a motion to pay the bills; seconded by Trustee Guerin. **Motion carried.**

Clerk's Report
October, 2022

Checks Pre-Approved and Written (Included as expenses in the budget)	
	Total for Month
General Fund	\$43,316.74
General Fund Payroll	\$11,103.54
checks # 14287-14321, e ftps	
General Fund Fire Protection	\$17,300.00
check # 1040-1041	
General Fund ARPA	\$2,533.98
check # 1003	
Cemetery Fund	\$520.01
check # 4832-4834	
Permit Fund	\$3,081.00
Permit Fund Payroll	\$2,572.08
check # 1589-1593, 2 e ftps	

OEFMP	\$1,589.00
check # 138	
Perpetual Care	\$0.00
Water Fund	\$38.79
check # 211043-211044	
TOTAL PAID (all funds)	\$82,055.14

ADJOURNMENT

Supervisor Hoeksema adjourned the meeting at 8:15 pm.

RESPECTFULLY SUBMITTED

Carla Jepsen, Imlay Township Clerk

Steve Hoeksema, Imlay Township Supervisor