

**IMLAY TOWNSHIP BOARD
REGULAR MEETING MINUTES
May 17th, 2017- 7:30 PM**

ATTENDANCE-

Roll Call- Supervisor Hoeksema declared a quorum present.

Present- Supervisor Hoeksema, Clerk Makedonsky, Treasurer Priehs, Trustee Guerin, Trustee Jepsen.

Absent- None

Others Present- Recording Secretary Melanie Ross, Lehn King, and members of the public.

CALL MEETING TO ORDER

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

APPROVAL OF AGENDA

Supervisor Hoeksema moved item F- Permit Fund Budget Amendments to item B, added item C- Server, and moved *Bills to be Paid* to item D. Treasurer Priehs removed item E- envelopes. Clerk Makedonsky moved to approve the agenda as amended; seconded by Treasurer Priehs; **motion carried.**

APPROVAL OF MINUTES

Trustee Guerin moved to approve the Minutes of the April 19th, 2017 Regular Board meeting; seconded by Treasurer Priehs; **motion carried.** Trustee Jepsen moved to approve the Minutes of the May 3rd, 2017 Work Session meeting; seconded by Treasurer Priehs; **motion carried.**

CITIZEN'S COMMENTS

- A. Allen Rosenbalm complemented the landscaping around the Township Hall.
- B. Ian Kempf complemented the software on the Township website used to find cemetery plots.

ACTION ITEMS

- A. **Audit Report-** Lehn King of King & King CPA's presented the Audit Report from the 2016-2017 fiscal year. Clerk Makedonsky moved to accept the Audit Report; seconded by Treasurer Priehs; **motion carried.**
- B. **Permit Fund Budget Amendments-** Clerk Makedonsky presented the Permit Fund Budget Amendments; see attached. Clerk Makedonsky made a motion to approve the Permit Fund Budget Amendments; seconded by Trustee Jepsen; **motion carried.**

- C. Server-** Clerk Makedonsky discussed upgrading the Township internet server. Clerk Makedonsky made a motion to move \$8,000 from the Fund Balance line to the Computer line in the budget; seconded by Treasurer Priehs; **motion carried.** Clerk Makedonsky made a motion to upgrade to the Window 2016 server; seconded by Treasurer Priehs; **motion carried.**
- D. Bills to be Paid-** Out of order; see report below.
Clerk Makedonsky left the meeting at 8:03pm.
- E. KAS Motors-** Supervisor Hoeksema discussed what action to take against the KAS Motors illegal dealership. Trustee Guerin made a motion to turn the issue of KAS Motors to Mike Gepfrey for further action; seconded by Trustee Jepsen; **motion carried.**
- F. KCI Quote for tax bills-** Treasurer Priehs discussed the KCI Quote for tax bills in the amount of \$1,165.00. Treasurer Priehs made a motion to contract with KCI in the amount of up to \$1,300.00; seconded by Trustee Guerin; **motion carried.**
- G. Recycle Bin-** Supervisor Hoeksema discussed the cost of the Township Recycling Bin. Discussion was held.
- H. Davis Insurance-** Supervisor Hoeksema discussed the Township no longer paying Deloris Davis' insurance due to an error in coverage through Blue Cross Blue Shield. .

OPERATIONAL MONITORING

- A. Treasurer's Report-** Trustee Guerin moved to approve the Treasurer's Report as presented; Trustee Jepsen seconded; **motion carried.**
- B. Assessor's Report-** None.
- C. Planning Commission Report-** None.
- D. Park Committee Report-** None.
- E. Cemetery Report-** None.
- F. Attorney's Report-** None.
- G. Safety Report-** None.

BILLS TO BE PAID

Bills to be Paid- Clerk Makedonsky moved to approve the Bills to be Paid from the General Fund only in an amount of \$4,599; seconded by Trustee Jepsen; **motion carried.**

Checks Preapproved and Written- Clerk Makedonsky moved to approve the Checks Written as presented; seconded by Treasurer Priehs; **motion carried.**

General Fund	\$12,657.51	OEF/MP	\$0.00
General Fund Payroll	\$9,395.39	Perpetual Care	\$0.00
Check #11758-11795, 2 EFTPS			
Cemetery Fund	\$4,590.00		
Cemetery Fund Payroll	\$1,076.50	Trust & Agency	\$0.00
Check #4501-4507, 2 EFTPS		Water Fund	\$331.60
Permit Fund	\$1,250.00	Check #1125-1126	

Permit Fund Payroll	\$1,788.77		
Check #1201-1204, 2 EFTPS		TOTAL	\$31,089.77

ADJOURNMENT

Trustee Guerin moved to adjourn the meeting adjourned at 8:42pm; seconded by trustee Jepsen; **motion carried.**

RESPECTFULLY SUBMITTED

Liz Makedonsky, Clerk

Steve Hoeksema, Supervisor

Melanie Ross, Recording Secretary

APPROVED

Clerk's Report
Budget Amendments
May 2017

Permit Fund

After discussion with the Township Auditors it was found the Inspection Bond Income and Expense lines are not properly assigned in our Budget. I am recommending the following changes to the 2017-2018 budget for Board approval:

DELETE:

Income

450.900 – Inspection Bond - \$30,000

Expense

450.901 – Inspection Bond Refund- \$30,000

CREATE:

Other Current Liability

050-1 – Liabilities – 275.00 - Inspection Bonds

Motion for approval of the Budget Amendments – May 2017 as presented above made by: Clerk Liz Makedonsky

Seconded by: Trustee Carla Jepsen

Motion carried: Yes or No