

Burr Oak Township Board Meeting

October 3, 2022

MEMBERS PRESENT: G. Letts, M. Gould, R. Baker, M. Perry

VISITORS PRESENT: T. Cronkhite, J. Modert, A. Good, G. Pierucki, M. Craven, P. Riley, T. Hahn

APPROVAL OF AGENDA: The agenda was approved by consensus.

APPOINTMENT OF TOWNSHIP CLERK: The Board appointed Tina Cronkhite as Township Clerk to fill the vacancy left by Clerk Wells' resignation. The Oath was administered by Supervisor Letts.

APPOINTMENT OF DEPUTY CLERK: The Clerk appointed Jill Modert as deputy and Supervisor Letts administered the Oath.

APPROVAL OF MINUTES: A motion was made by Baker and supported by Perry to approve the minutes of the September meeting. Motion Passed.

VISITOR COMMENTS: Director of the COA, Pam Riley, shared information about the COA along with some stats for county usage and Township usage of their services. The main three services they provide are 1) Nutrition – Meals on Wheels, To-go meals, meals at COA, & restaurant tickets; 2) In-Home Services – light housekeeping, personal care, respite care; 3) Exercise classes in both Three Rivers and Sturgis. Lastly, she wanted to remind residents that the COA is not just for poor but for all.

CORRESPONDENCE: A Village resident reached out to the township for help with issues they are having with their neighbors. This was referred back to the Village as the Township has no jurisdiction.

TREASURER'S REPORT: A quarterly report was presented along with fund balances. A motion was made by Baker and supported by Perry to approve. Motion passed.

ASSESSOR'S REPORT: Assessor was not present.

CEMETERY LEAF PICK-UP/SNOW REMOVAL: The Village will take care of the leaves at the cemetery. A bid was received from Matt Craven for snow removal at the same rate as last year. A motion was made by Baker and supported by Gould to hire Craven. Motion passed.

POVERTY EXEMPTION RESOLUTION: A resolution was approved at the last meeting but needed to be assigned a number by the clerk. The new clerk was asked to assign the number and file.

L-4029 FORM – 2022 Tax Rate Request completed/signed by the Clerk and Supervisor stating no additional tax will be levied beyond the allowable rate.

AUDIT REVIEW: A report was received for the 2022 audit completed by Taylor, Plant & Watkins. They reported everything looks good. It was suggested to review budgeted items that will exceed budget and make updates to the budget that reflect higher amounts.

TOWNSHIP HALL LOCKS – Some of the locks in the Township Hall need repair. Since the number of keys out is unknown, it was decided by consensus to rekey the doors.

DEPUTY CLERK WAGES: Wages for the deputy clerk were discussed but no decision was made. Letts suggested a compensation comparison of local townships.

CEMETERY UPDATE: Tobey Cemetery fence is complete. The backhoe is having issues and will need repair.

FIRE DEPARTMENT UPDATE: Only one bid was received for the addition to the Township Hall.

AMBULANCE COMMITTEE: Next meeting is October 27th.

PAYMENT OF BILLS: A motion was made and support given to pay bills amounting to \$88,783.42. A roll call vote was taken, all voting to approve. Motion passed.

BANK ACCOUNT CHANGES: A motion was made and support given to remove Jackie Wells from all Township bank accounts and add Tina Cronkhite to all accounts. Motion passed.

The meeting was adjourned at 7:16 p.m.

Tina Cronkhite, Clerk