



Solon Township Hall
15185 Algoma Avenue NE
Cedar Springs MI 49319
616-696-1718

**Minutes of the Meeting of the Solon Township Board of Trustees
May 12, 2020 @ 7:30 p.m.**

Meeting called to Order by Supervisor Ellick @ 7:33 p.m.

Members Present: Robert Ellick, Fred Gunnell, Arthur Gerhardt, Mark Hoskins, Dorothy Willoughby

Members Absent: None

Also Present: Chief Jeff Drake

Pledge of Allegiance and Invocation

Public Comment on Agenda Items – none

Approve Agenda

A motion was made by Hoskins to approve agenda with the addition of Real Estate Contract and Burial Fees, seconded by Gunnell. The motion carried 5-0.

Approve Consent Agenda

A motion was made by Ellick to approve consent agenda, second by Willoughby. The motion carried 5-0.

- a. Minutes from Special Board Meeting April 22, 2020
- b. Bill List
- c. Clerk's Rev/Exp Report & Balance Sheets
- d. Fire Chief's Statistics Report

Committee Reports

Cedar Springs Public Library: No recent meetings due to COVID-19

Solon Park Planning Committee: We are in possession of playground equipment. Park bathroom is progressing.

Old Business - Kent County Community Action: A motion was made by Ellick to remain in program, second by Gerhardt. Motion carried 5-0.

New Business

- **FD Annual Apparatus Preventive Maintenance & Testing Quotes**

A motion was made by Ellick to accept quote from Klein for up to \$2500, second by Willoughby. Motion carried 5-0

Board Meeting
May 12, 2020

- **Quotes for two possible options for sliding window at front desk.**

A motion was made by Ellick to approve up to \$150 for installation of sneeze guards, second by Gerhardt. Motion carried 5-0

- **Sale of Hay**

A motion was made by Gerhardt to accept \$100 offer, second by Hoskins. Motion carried 5-0.

- **Discuss possible small change to new Payroll Policies and Procedures**

A motion was made by Ellick to approve change to payroll procedure to processed by 15th of the following month for Inspectors and Trustees, second by Hoskins. Motion carried 5-0.

- **Community Room Rentals for May/June**

A motion was made by Gerhardt to cancel Hall Rentals through June 30, 2020, second by Willoughby. Motion carried 5-0.

- **Discuss possible extension of pay for hourly employees pay during COVID-19**

A motion was made by Hoskins to extend COVID pay for hourly workers to June 9, 2020, second by Gerhardt. Motion carried 4-0 with Ellick abstaining.

- **Audit 2019-2020**

2019-2020 Audit will be done online per Auditor's request.

- **Real Estate Contract**

Motion made by Ellick to renew Real Estate Contract for 6 months at \$59,900, second by Willoughby. Motion carried 4-0 with Hoskins abstaining.

- **Burial Fees**

Motion was made by Hoskins to increase summer burial rate to \$400 and burial of cremated remains to \$100, second by Ellick. Motion carried 5-0.

Discussion Items

Board discussed keeping Office closed until further notice.

Correspondence

Trustee Gunnell: nothing.

Board Meeting
May 12, 2020

Trustee Hoskins: nothing.

Treasurer: Noted new tax bills will start again soon.

Clerk: nothing.

Supervisor: Had a conference call with lawyer and Fosburg. Fosburg will be coming in with survey to determine road right of way.

Chief Drake: Roster is at 16 but will be down to 14 real soon. Will write something up so it can be put in with the newsletter that goes out with tax bills.

Additional public comments: none

Motion to adjourn by Hoskins, second by Gerhardt. **Meeting adjourned @ 8:48 p.m.**

NEXT MEETING: June 9, 2020.

Submitted by: Dorothy Willoughby,