

SOLON TOWNSHIP STAFF MEETING MINUTES

September 2, 2015

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

CALL TO ORDER by Supervisor Ellick at 10:00 a.m.

Present: Ellick, Gunnell, Gerhardt, Hoskins, Poulsen, Doane, Austin, Drake, Myers

TOPICS OF DISCUSSION:

- **Appointment to Park Committee** – Motion by Poulsen to appoint Deputy Clerk Ellick to Park Committee, second by Gunnell, Ellick abstained, motion carried 4-0. Deputy Clerk Ellick has attended almost every meeting of the committee – no other names were presented to the board.
- **Appointment to Planning Commission** – Motion by Ellick to appoint Al Myers to Solon Township Planning Commission, second by Hoskins, motion carried 5-0.
- **October staff and board meeting date changes** – Motion by Ellick to change date of October Staff Meeting to Wed, September 30 and October Board Meeting to Tues, October 6, second by Gerhardt, motion carried 5-0.
- **Escrow Account deposit requirements** – Transfer from General Fund was required to keep account from being overdrawn. Discussed raising deposit amount required and add to Board Meeting agenda.
- **Transfer of \$69,543 to Fire Operating Fund as budgeted** – add to Board Meeting agenda.
- **Transfer of \$20,000 to Fire Capital Fund as budgeted** – add to Board Meeting agenda.

DEPARTMENTAL ACTIVITIES:

- **Building Dept:** Forty-seven lines in log book, 10 in upgrade log: 3 new homes, 3 pole barns, 1 dbl-wide, 3 remodels, 3 decks.
- **Assessing:** Preparing for field work in regard to permits filed. Submitted info for State audit. He will be contacted for an audit interview eventually.
- **Fire Department:** Chief Drake sent a survey to several departments for comparison of wages. Has had 2 returned. Chief and 3 officers have been interviewed for feasibility study and 2 more firefighters have requested interviews. Chief returned the information the company requested. Chief sent a newspaper article to board members regarding incentive pay in Cascade Twp. and is working on an incentive report. Fire Department is planning a Family Picnic for firefighters on Sunday, September 27. August was a quiet month for incidents.
- **Buildings & grounds** – Fire Department: parking and driveway areas in need of repair and some need re-grade; tree work needed; pitch of pole barn roof should be heightened; will take into account for next budget workshop. Some work on cemetery trees necessary.

ITEMS FOR THE REGULAR TOWNSHIP BOARD MEETING

- **Fire Dept requests**
 - * PPE for Spencer - \$630
 - * Zachow FFI & II Academy - \$144 + mileage - \$1,344
- **Escrow deposits**
- **Transfer budgeted \$69,543 from General Fund to Fire Operating Fund**
- **Transfer budgeted \$20,000 from General Fund to Fire Capital Fund**
- **MTA Trustee conference**
- **Audit**

Next Meeting: September 30, 2015

Submitted by Clerk Poulsen