

Maple Valley Township – Coral Community Center 4662 N Bailey Rd. Coral, MI 49322
Regular Board Meeting Minutes for **August 14, 2023**

Meeting called to order 7:03 pm / Pledge of Allegiance by Supervisor, Dan Boes

Board Members Present: Dan Boes, Lee Frandsen, Andi Knapp, Tim Thornhill, Miranda Podell

Guests Present: approximately 25 community members signed in.

Approval of Minutes: **Motion** Frandsen 2nd Thornhill to approve Minutes from July 10th Regular meeting Motion passed unanimously.

Approval of Agenda: **Motion** Podell 2nd Frandsen to approve the agenda Motion passed unanimously.

Public comment on Agenda items: 7:05 to 7:06 pm Comments included: Survey of Coral Park

Supervisor's Report – Standby Generator for the Township building has been installed, waiting for gas line to be installed. Streets were swept on August 9th in Coral & Trufant – County will be sweeping again

Treasurers Report: : Beginning Balances-General Fund \$909,623.25 ARPA Fund \$136,850.48 Ending Balances - General Fund \$674,325.11, ARPA Fund \$136,774.57 **Motion** Frandsen 2nd Thornhill to approve the Treasurer's report as presented. Motion passed unanimously.

Fifth Third CD – no current information, not sure who is signer/bank will not confirm who is on the account. Former Treasurer Schwandt has confirmed that she is not on this account. Would like to have the attorney draft letters to former board members to see who is on this account and any other unknown bank accounts. **Motion** Knapp 2nd Frandsen to authorize the Treasurer Miranda Podell to contact the attorney to draft letters as needed. Motion passed unanimously

Forensic Review – recommended to have us match names on cleared check and deposits on all accounts to what is listed in Quick Books. **Motion** Frandsen 2nd Knapp to utilize Deputy Clerk & Deputy Treasurer to match checks/deposits to QB reports at \$15/hr. Deputy Clerk verifying Tax Accounts & Deputy Treasurer verifying General Accounts. Motion passed unanimously.

Reading of the Bills: Ck # 9363 - #9395, ARPA Check #1015-1018 (plus online/CC payments) Totaling: \$87,785.31 **Motion** Frandsen 2nd Thornhill to pay bills as presented. Yes: Knapp, Frandsen, Podell, Thornhill & Boes Nays: None Motion passed.

Clerk's Report: Forensic Review has started with Hungerford Nichols. Bi-annual Audit is scheduled for August 21/22 with Lake Michigan CPA Services. Printer quit today, presented board with an option for a new printer/copier/scanner – **Motion** Podell 2nd Frandsen to purchase a new printer for the office using ARPA funds \$449 plus tax. Motion passed unanimously.

Report from County Commissioner, Pat Carr: not present

Report from Planning Commission: Draft Solar ordinance has been sent to the attorney for review and the Public Hearing is scheduled for September 14th, 2023 at 7:00 pm

Report from Zoning Administrator – Dave Kelsey: Campgrounds: Breakaway Campground has applied for a Special Land Use Permit, Crossforks Campground has not applied. Paris Rd Blight issue is still on going with Sherriff.

Report from Community Center: No Rental in July

Report from Fire Board: June/ July 11 runs in Maple Valley - getting better equipment through bartering with other fire departments.

Report from Cemetery Coordinator: Julie Graham – Working with Randy Heckman on mowing /trimming, Payments are now coming directly to the Township Office for better internal control, invoiced monthly for any Sexton services (burials/headstone work), Asking community members if they have copies of Cemetery Lot Certificates / Deeds to please bring to the office so we

obtain a copy. The township would like to purchase back any unused burial lots if families have the documentation to prove ownership.

Old Business:

- A. Civil Infractions / Nuisance Ordinance – special meeting with the attorney to be held on August 29th at 6 pm.
- B. Waiting on quote from TKS Security for proposal on camera for back of the building.
- C. MTA Retreats in September & October for all board positions and Planning Commission – Please let the clerk know if you plan to attend as soon as possible to take advantage of early bird discounts.

New Business:

1. Christmas light decorations – presented a contract to lease Christmas light decorations for \$75/pole – proposed 20 decorations for Coral as the light poles have all been fixed downtown. Discussed decorations for Trufant. Tabled to September meeting.
2. CCC Rental Rates – **Motion** Podell 2nd Knapp to have the Deputy Clerk & Deputy Treasurer to handle CCC rentals w/ a policy & procedures of things to be done for renters/cleaners. Motion passed unanimously. Proposed increasing rental rates - this was tabled until renovations are determined.
3. CCC quote for Renovations –Presented quote for Kitchen Prep Sink/Plumbing fix in hall – **Motion** Podell 2nd Thornhill to approve quote for \$1422.00 for new Kitchen prep sink / fix plumbing in the hall with ARPA funds. Motion passed unanimously. Presented quote from Amble Electric to upgrade the lighting in the kitchen storage room for \$1235.00 **Motion** Thornhill 2nd Podell to approve the presented quote using ARPA funds. Motion passed unanimously. Presented quote for painting, bathroom renovations, & flooring, tabled for further review
4. Cemetery Sexton Rates – Proposed adding 20% to burial rates. **Motion** Podell 2nd Frandsen to add 20% to burial rates. Motion passed unanimously.
5. Cemetery Software Quote – tabled until special meeting in August.
6. Cemetery Driveway Quotes – presented quotes for upgrading drives at the cemeteries. Tabled waiting for additional quotes.

Public Comment: Started at 9:01 ended 9:27 pm - Things mentioned: Trufant Chamber of Commerce Representative asked to close the roads for the Trufant Jubilee & use Petersen Park, they will provide the Township with a copy of their event insurance. **Motion** Frandsen 2nd Knapp to approve the Trufant Chamber of Commerce closing of the streets and use of Petersen Park. Motion passed unanimously. Find a grave .com has a useful list for cemeteries / Trunk or Treat in Coral Park on October 21st / Blocks at old Scout building site need to put cones and caution tape around

Adjournment: **Motion** Frandsen 2nd Thornhill to adjourn at 9:27 pm. Motion passed unanimously.
Respectfully submitted: Andi Knapp MVT Clerk

Next Meeting: Monday, September 11, 2023, at 7:00 pm