

Minutes of Regular Meeting of Spencer Township Board
Spencer Township Hall
Tuesday, August 15, 2023 at 5:30 p.m.

1. **Supervisor Knapp called the meeting to order.**
Present: Knapp, Baas, Wright, Wood & Lange
Absent: none
2. **Supervisor Knapp led the Pledge of Allegiance to the Flag.**
3. **Agenda –** Motion was made to add to agenda under new business, two items Building department fee schedule & Resolution for Prisoner of War/Missing in action recognition by Knapp, seconded by Lange, all in favor. Motion carried.
4. **Approval of July 18, 2023 Minutes:**
Motion was made to approve as is by Knapp and supported by Lange. Motion carried.
5. **Approval of payment of bills:**
Motion was made to pay all bills presented, by Wood and supported by Baas. Motion carried.
6. **Baas presented the Financial Report:**
Motion was made to approve as is by Wood and supported by Lange. Motion carried
7. **Public Comments/Presentations - (relevant to Township business. Time limit: 3 min.) –** Resident brought up that the tree branches are hanging low over Maston Lake Drive, Knapp said he will call Kent County Road Commission.
8. **Communications –** none
9. **Reports:**
 - ❖ **Fire Chief's Report**
Chief Wright read fire report for July 2023 with 29 calls and 219 total for 2023. Chief asked Knapp as Building Inspector for him to require the reflective 911 signs or on mailboxes of all new building projects. Knapp said he does ask them to mark it but can ask them to do that instead.
 - ❖ **Supervisor Report –** Roads are good.
 - ❖ **Library Report –** None.
 - ❖ **Planning & Zoning Commission –** Meeting August 9, 2023 no new or old business and no public comment.
 - ❖ **Clerk Report –** Discussed the basics of the 9 day early voting for State and Federal elections only. We will have an November 7, 2023 special election, no 9 day early voting, for both our precincts.
10. **ARPA Funds**
Splash Pad – still waiting on the final billing
11. **Unfinished Business**
none
12. **New Business:**
 - A. Resolution to provide for the designation of September 15, 2023 as “prisoner of war/missing in action recognition day” – motion was made by Wood and second by Lange to accept resolution as presented. Roll Call: Yes – Wood, Lange, Baas, Wright & Knapp. No – none. Passed unanimously
 - B. Building department fees presented by Knapp as Building Inspector – discussed about roofing/siding fee and to remove it from the fees; to change Planning Commission Special Meeting fee to say “current wages” and add to Land Division Application fee \$200 +\$50 for zoning. Baas motioned to pass the fee schedule with the amendments made noted, Lange second. Yes – Baas, Lange, Wood & Wright No – none. Knapp abstention
13. **Board Comments –** none.
14. Adjournment by Wood, second by Lange. All in favor at 5:58 pm.