

Minutes of Regular Meeting of Spencer Township Board
Spencer Township Hall
Tuesday, March 19, 2024 at 5:30 p.m.

1. **Supervisor Knapp called the meeting to order.**
Present: Knapp, Wright, Baas & Lange
Absent: Wood
2. **Supervisor Knapp led the Pledge of Allegiance to the Flag.**
3. **Agenda –** Motion was made to leave agenda as is by Lange, supported by Baas, all in favor. Motion carried.
4. **Approval of February 13, 2024 Minutes:**
Motion was made to approve as is by Lange and supported by Baas. Motion carried.
5. **Approval of payment of bills:**
Motion was made to pay all bills presented, by Lange and supported by Baas. Motion carried.
6. **Baas presented the Financial Report:**
Motion was made to approve as is by Knapp and supported by Lange. Motion carried
7. **Public Comments/Presentations - (relevant to Township business. Time limit: 3 min.) –** Resident asked about webpage. Webpage is currently being worked on, township has a website company to maintain it.
8. **Communications –** none
9. **Reports:**
 - ❖ **Fire Chief's Report**
Chief Wright read fire report for February 2024 with 37 calls and 75 total for 2024.
 - ❖ **Supervisor Report –** Will have road projects in April. Whitbeck & Redmond got limestone.
 - ❖ **Planning & Zoning Commission –** next meeting May 15, 2024 at 7:30 pm
 - ❖ **Library –** by Clyde, this Thursday is Great N American Eclipse event, Saturday is Egg Hunt & Spring event, even if raining or snowing. Thank you to Rowlands of Cedar Springs for donating the easter baskets. Homeschool hangout is two Mondays a month, call the library for more details.
 - ❖ **Clerks Report –** Presidential Primary Election went well. 9-day early voting was an experience and looking forward to having more voters come in. Preparing now for the August Primary.
10. **Unfinished Business**
None
11. **New Business:**
 - A. **Neighborhood Watch Community –** member of group were present to ask to use township hall for meetings and to explain their goal, Baas motioned to allow Neighborhood Watch Community to hold meetings in township hall once a month during the week, when available, Lange supported. All in favor. Motion passed. They asked about putting their group on our sign and webpage, Wright would check into if it is allowed.
 - B. **Rocket Flag –** Knapp presented a quote from a company to come out and take care of our flags, poles, ropes, clips, etc. on a regular basis will inspect a minimum of 5 times a year. Wright motioned to hiring company to service flags as stated in quote, Baas supported. All in favor. Motion passed.
 - C. **Short term rentals –** discussion on the differences in the three different short term rental ordinances, after discussion the Draft No. 3 was motioned to send back to the Planning Commission with the following additions to it, each short term rental must have working smoke &/or heat detectors also carbon monoxide detectors and fire extinguishers per the Michigan residential code, by Baas and supported by Wright, all in favor of changes and sending it back to the planning commission. Motion passed.
 - D. **Resolution establishing salaries of township elected board members –** the salaries to be adjusted for the cost-of-living by 2023 & 2024 COLA, each board member to whom is concerned, abstained from voting, all salaries passed unanimously. Resolutions available upon FOIA request.

E. Budget Hearing for Proposed Budget for fiscal year 2024-2025 for General and Fire Funds:

Knapp Motioned to move into public hearing at 6:19 pm and supported by Lange. All in favor. Motion carried
Public comments; No public comments.

Knapp Motioned to move back into regular session at 6:21 pm and supported by Baas. All in favor. Motion carried.

F. General Fund Budget for fiscal year 2024-2025, Knapp presented budget with a quote for adding onto hall parking lot, to give more parking for events held at hall, amount appearing as \$23,000 to 101-265-933.001, also reflects more money in the roads fund, elections and all personnel to receive the cost-of-living raise, Lange motioned to approve parking lot quote, additional roads fund, elections, replacing voting machine & all personnel to receive the COLA raise including all line items as presented in draft budget and supported by Baas. Roll call to approve all line items as presented – yes, Lange, Baas, Wright & Knapp. No – none. Motion passed. The Board of Trustees of Spencer Township adopts the 2024-2025 fiscal year for the General Fund budget.**G. Fire Fund Budget for fiscal year 2024-2025,** Knapp presented budget, budget reflects \$35,000 from ARPA fund to replace fire department sign with an electronic sign, also reflects the cost-of-living raise for Chief and all personnel in all pay areas, including firefighters for going on calls, meetings, work details & officers, money in 206-336-971.000 New Vehicle is for Tanker #5 from fire trust account reserve & fire equipment fund as agreed to in 2023, unknown date of when truck will be done, Lange motioned to approve the additional funds for the electronic sign, COLA raise for Chief and all pay levels all line items as presented including to approve all line items as presented in draft budget and supported by Baas. Roll call to approve all line items as presented – yes, Baas, Lange, Wright & Knapp. No – none. Motion passed. The Board of Trustees of Spencer Township adopts the 2024-2025 fiscal year for the Fire Fund budget.**H. Resolution to close Spencer Township Office & Library for all state and federal elections on the day of the election -** offered by Wright and supported by Lange. Roll call – yes, Wright, Baas, Lange & Knapp. No – none. Motion passed.**12. Board Comments** – Thank you to Jack Hoag for all the years of service on our Board of Review.

Wright and Knapp to make budget amendments and send to board members when finalized. Motioned by Lange and supported by Baas, all in favor. Motion passed.

13. Adjournment by Baas, supported by Lange. All in favor at 6:36 pm