

**Liberty Township Regular Meeting Minutes**

**October 9, 2024**

**Liberty Township Hall**

**7478 N 41 Rd, PO Box 334**

**Manton MI 49663**

The meeting was called to order at 6:31 pm by Supervisor Monroe.

Present: Supervisor Beverly Monroe, Treasurer Cynthia Deibert, Clerk Amanda Kimbel-Sparks, Trustee/FOIA Coordinator Joe Hurlburt, Trustee Jim Heady

Absent: None

**Agenda:** A motion to approve Agenda with correction adding Deputy Pay, Hall Manager Substitute under New Business, add Discuss telephone to Ongoing Business and add Board Comment before adjourning made by Hurlburt 2<sup>nd</sup> by Heady. Four yay, Kimbel-Sparks Nay

**Guest Speaker:** None

**Minutes:**

Motion made by Monroe, second by Deibert to approve the August 2024 minutes with Monroe's added edits (see attached). Four yay, Kimbel-Sparks Nay

Treasurer's Statement: Deibert informed the board that she had taken \$700.00 in cash out of the Liberty Township General Checking Fund on September 25, 2024, on accident. Upon realizing her mistake, she deposited \$700.00 on September 27, 2024, into the General Checking Fund. She also contacted both the attorney and accountant. The accountant recommended telling the board and the attorney said do not do it again.

**Expense Report**

- Motion to approve expenses and pay bills Hurlburt, second by Heady. Roll Call: Deibert yes, Kimbel-Sparks yes; Monroe Yes; Hurlburt Yes; Heady, yes.
- Bills presented at meeting.
  - Manton Ace Hardware \$12.99
  - Mabel Barnes timesheet
- Motion by Kimbel-Sparks, second by Deibert to approve payment of Manton Ace Hardware \$12.99. Roll Call: Deibert, yes; Heady, yes; Monroe, Yes; Hurlburt, Yes. Kimbel-Sparks, yes.

**FOIA Coordinator Report:**

- Hurlburt gave a verbal report. Waiting for a reply from the attorney

**Clerk's Report**

- Verbal report
- Public Accuracy Test is scheduled for October 10, 2024, at 2:00pm.
- The Election Committee Meeting is October 10, 2024, at 1:45pm.
- Motion to accept Clerk's report by Hurlburt, second by Monroe. All in favor.

**Treasurer's Report:**

- Written and Verbal
- Motion to approve Treasurer's report made by Hurlburt, second by Monroe. Four yay, Kimbel-Sparks Nay

**Hall Manager Report:**

- Verbal report.
- Motion by Hurlburt, second by Deibert to approve Mabel's wages presented at the meeting. Roll Call: Deibert, yes; Heady, yes; Monroe, Yes; Hurlburt, Yes. Kimbel-Sparks, No.

**Sexton Report:** Not present.

- Lee Deibert reported there was nothing to report.
- Cyndi Deibert reported she is working with Whitehead and Whitehead has acquired the necessary documents from the Health Department.
- Joe Hurlburt reported he is working with Hall's to disinter Whitehead.

**Assessor:** Not present

**Correspondence:**

- Monroe passed out a sample Blight Ordinance from Hanover Township.
- Monroe passed out a quote from Renkiewicz.
- Hurlburt informed the board that he learned the board is not legally obligated to gather more than one quote.
- Motion by Hurlburt, second by Deibert to accept Renkiewicz quote for \$1834.00 to repair a well pit cover. All in favor.

**Public comment:** One member of the public spoke.

**Old Business:**

- **None**

**New Business:**

- Motion to send Cyndi and Lee Deibert to Tax Collection Training in Gaylord, MI on November 20<sup>th</sup> for \$260 plus mileage made by Monroe, second by Hurlburt. Roll Call: Monroe, yes; Deibert, yes; Kimbel-Sparks, yes; Hurlburt, yes; Heady, yes. All in favor
- ARPA designation was discussed. There is no extension. Monroe stated it was a mistake on the Agenda.
- The motion by Hurlburt, second by Heady to allow a board member to cover for the Hall Manager and collect wages for performing her duties. All in favor.

**Ongoing Business:**

- **Discuss telephone.** The treasurer and Supervisor are not able to understand that the treasurer's personal cell phone bill cannot be reimbursed by the township if the township does not own the device nor is the device's bill in the township's name. The township has agreed to pay a stipend to the clerk, but the treasurer has always had her home phone land line paid in total. She canceled her landline and added a line to her personal cell phone package. The complete phone line bill is being reimbursed including payment for the cell phone itself and the township does not own it. The phone is owned by the treasurer and the township is currently paying for the phone as well as the service. The treasurer named her one-line Liberty Township, but the township does not own the phone. It is an unlawful reimbursement.
- **Chris Grobbel** was unable to present in October but will present in November and December regular board meeting to perform Two separate, 30-minute continuous training session on blight instead of three 30-minute sessions.
- **\*Budget:** Monroe discussed adjusting the budget to account for the increase in interest the township has earned. \*This should be under New Business on the Agenda.
- Hurlburt reminded the board that online training at the MTA will expire in November 2024.
- \*Monroe presented a message the clerk wrote on the MTA community page and verbally reprimanded the clerk for making the township look bad. \*This should be under New Business on the Agenda.
- Motion to hire Schumaker Technology Group as the township's website company by Monroe and second by Hurlburt. Four yays, Kimbel-Sparks nay.

**Public Comment:** One member of the public spoke.

**Board Public Comment:** Hurlburt shared things he learned at the regional meeting.

Clerk left the meeting. 8:05pm

**Adjourn:**

Minutes prepared by Amanda Kimbel-Sparks, Clerk

The supervisor provided edits approved by board attached.