

Maple Valley Township – Coral Community Center 4662 N Bailey Rd. Coral, MI 49322
Regular Board Meeting Minutes for January 20, 2025

Meeting called to order 7:00 pm / Pledge of Allegiance by Supervisor Dan Boes

Board Members Present: Dan Boes, Meg Booth, Lee Frandsen, Andi Knapp, Tim Thornhill

Guests Present: Approximately 10 members of the public.

Approval of Agenda: Motion Thornhill 2nd Frandsen to approve the agenda with the additions to new business. Motion passed unanimously.

Approval of Minutes: Motion Booth 2nd Thornhill to approve minutes from Regular Bd meeting on December 9th. Motion passed unanimously. Motion Booth 2nd Thornhill to approve minutes from Special Bd meeting on December 16th. Motion passed unanimously.

Reading of the Bills: General Fund Checking Ck #9889-#9912, (plus online/CC payments) Totaling: \$35,831.42 Motion Booth 2nd Frandsen to pay bills as presented Motion passed unanimously

Public comment on Agenda items: 7:05 – no comments

Supervisors Report: Paris Rd blight is still ongoing, court case was on Dec 27th to discuss finish cleaning up.

Treasurer's Report: Independent Bank CD's were all rolled over in 2024 due to prior Treasurer not responding to the bank. Treasurer Meg Booth has set up a meeting with Independent Bank to review all accounts and to get plan going forward. Treasurer has been working with Trusted Solutions, LLC to get the treasurer's QuickBooks accounts reconciled currently working on September 2024, deposit slips or other support documents were not in files or binders left in the office. Motion Knapp 2nd Frandsen to hire Trusted Solutions to assist Treasurer in reconciling Tax Money Market & all other Tax accounts. Motion carried unanimously. Taxes are due February 14, 2025, can still be paid at the township level from 2/15 to 2/28/2025 with penalties, starting March 1 taxes must be paid at the County. Please call or email the treasurer to report tax bill issues or if there are any questions – treasurer@maplevalleytwpmi.gov or 616-439-4696 call or text.

Clerk's Report: Lakeview School Election on May 6, 2025 – if you are on the Permanent Ballot list and will not be at your registered address let the clerk's office know as ballots will not be forwarded by USPS. Ballots will be mailed out around March 28th. There will NOT be 9 days of early voting for this election. Federal Election Security Grant (Help America Vote Act) up to \$1000 is available starting March 2025 – new election laptop has been ordered to replace laptop that is at it's end of life.

Report from Planning Commission: Mobile Home ordinance given to the board for review, discussed shipping containers being addressed, working on battery storage ordinance next meeting is February 3.

Report from Zoning Administrator – Dave Kelsey: No permits issued in December – submitted a yearly report to the board

Report from Community Center: one rental in December

Report from Fire Board, Tim Thornhill: 3 runs in December / looking at capital improvement plan ideas

Report from Cemetery Coordinator, Julie Graham: Data Entry into CIMS Software is progressing, selling spaces in both cemeteries.

Report from Parks & Recreation Committee: No Report

Unfinished Business:

- A. Municipal Building:** Discussed the need for more quotes for hot water heater & need measurements for blinds & pricing – board members will bring quotes to next board meeting
- B. Township Garbage Survey:** Results are in, 60 people responded online & by turning a paper survey in. 30 – Yes & 30- No/ The board has decided not to pursue this as there was not an overwhelming majority or response to the idea of township wide garbage service.
- C. Update on IT upgrades:** New workstations are installed; new server will be installed soon.
- D. Planning Commission Appointment:** Supervisor Dan Boes nominated Lee Frandsen to be the Board Liaison to the Planning Commission – nomination approved unanimously

New Business:

- 1. **Mobile Home Ordinance:** Board will review & revisit at a later date
- 2. **2025 Road Contracts** – Map of all roads in MVT were given to the board members along with suggestions from the Road Commission of which roads need to be repaired or have maintenance done. The clerk will let the Road Commission know to get the quotes for all proposed roads for review in February.
- 3. **Montcalm MTA:** Board members were given a copy of the Montcalm Chapter of Michigan Township Association meeting schedule; meetings are 3rd Tuesday every other month & locations are determined by the host township. Maple Valley will host in April.
- 4. **MTA Educational classes:** Board members were given a copy of the MTA Educational classes for 2025 & the monthly webinars available.
- 5. **Earned Sick Time Policy & Service Agreement:** Board members were presented with a draft of a Earned Sick Time Policy to possibly adopt due to new laws in Michigan that will go into effect on February 21, 2025. The draft policy was sent to us from our attorney, along with a draft service agreement for Independent Contractors that the Township may hire for positions.
- 6. **Garage Project:** the 3-stall garage attached to the township office & community center needs some work on the ceiling & windows, currently have \$8000 from insurance claim that has not been utilized. Discussed the possibility of making it into useable space for potential rentals or office spaces. One builder said drawing up plans could cost around \$20/square foot. **Motion** Booth 2nd Knapp to engage with architect/engineer to get plans drawn up for repairs & upgrades to then solicit bids from one plan. Roll Call Vote: Ayes- Booth, Knapp Nays: Thornhill, Frandsen & Boes Motion failed.

Public Comment: Started at 8:14 pm Ended at 8:15 pm

Adjournment: **Motion** Frandsen 2nd Thornhill to adjourn at 8:15 pm Motion passed unanimously.
Respectfully submitted: Andi Knapp MVT Clerk

Next Meeting: Monday, February 10, 2025, at 7:00 pm