



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Monday, March 4, 2024

Supervisor Sommers called the Special Board Meeting to order at 10:00 a.m.

Roll Call by Clerk Green: Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein
Members Absent: Michelle Tackitt. Also present was clerk-in-training Erika Burcham.

- 1) Estimates for Tree & Shrub Removal:** Sommers opened the bids from KC Tree and Seeder & Co. KC Tree's bid was the lowest at \$1,600. Conversation ensued with it being agreed that there was additional work that needed to be done – more trees to be removed and trimmed back. Warmbein indicated that tree work (trimming and removal) had to be done by the soon-to-be installed columbarium and other places. Motion by Warmbein, supported by King, to approve the bid of KC Tree in the amount of \$1,600 for trimming and tree removal in the New Troy Cemetery. Roll call vote, 4 ayes (Warmbein, King, Sommers, Green (Tackitt absent), motion carried.
- 2. Lawnmowing Bids:** Sommers tabled this agenda item due to lack of a minimum of 2 bids. He will attempt to get another bid, as board members requested a minimum of two bids. The one bid on hand remains sealed until another bid is received.
- 3. Township Attorney:** Sommers has contacted Attorney James McGovern/St. Joseph, MI and an associate and they will attend a Special Meeting on March 6, 2024, at 12:00 noon to interview for the position of Township Attorney.
- 4. Office Equipment & Supplies:** The township needs to purchase a number of office equipment and supplies, such as a scanner of elections (\$35), approximately 12 ergonomic chairs to replace the old township board chairs and other chairs which are not approved MIOSHA (only 4 legs); replace computers that are not compatible with Windows 11 (approximately \$3500). Motion by King, supported by Sommers to spend up to \$500 for necessary office supplies (not including the chairs). Roll call vote, 4 ayes (Green, King, Sommers, Warmbein; Tackitt absent), motion carried. Motion by Warmbein, supported by King, to purchase other items, such as computers for township upgraded to Windows 11 (purchase from Fix-It) \$3500, purchase a Scanner for elections \$38 (incl. ship) from Amazon. Roll call vote, 4 ayes (Sommers, Green, Warmbein, King), motion carried.
- 5. Audit Bid:** One bid was received from Siegfried Crandall, who was recommended by Audrey Salesberry, our new bookkeeper. Motion by Sommers, supported by King, to engage Siegfried Crandall to perform the 2023-24 Audit (this firm provided a 3-year bid which would increase by \$100 each subsequent year after the 2023-24 audit). Roll call vote, 4 ayes (Warmbein, King, Sommers, Green), motion carried.
- 6. Columbaria information:** Mike Metz provided information regarding specs for the columbaria that we are in the process of purchasing. The Estate columbarium will be installed in Glendora Cemetery, and it has 84 niches; the Legacy columbarium is to be placed in New Troy and it has 96 niches. Drawings were presented to the board members by Metz. Motion by King, supported by Warmbein, to go with Alpha (option 1). Voice vote, all ayes, motion carried. It was indicated that the Cemetery Ordinance No. 20-2020 of 2020 requires updating to include the columbaria.

THE BUDGET WORKSHOP ENSUED AT THIS TIME, with input being inserted in the apropos line items.

There was a brief discussion regarding the Clerk's salary, explained by Clerk Green, as it was being paid to the Clerk for a brief period of time through the FICA line item, which skewed the Clerk's salary line item in the Budget vs. Actual Report. It was suggested that we see if FICA was paid during that period of time, and have our bookkeeper straighten out this glitch.

Public Comments were heard throughout the meeting.

Adjournment: Motion by Sommers, supported by King, to adjourn at 1:57 p.m.

Respectfully submitted,

Wanda Green
Clerk