

**Minutes Special Board Meeting
ROSS TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN
March 15, 2023 @5:30pm**

Attendee Name	Title	Roll Call Status
Christina Hutchings	Supervisor	Present
Alexander Harris	Clerk	Present
Syndee Genung	Treasurer	Present
Diana Langshaw	Trustee	Present
Michael Bekes	Trustee	Present
Lynn Harmon	Trustee	Present
Mike Sulka	Trustee	Present
Rob Thall	Attorney	Present

Also in attendance were about 10 interested residents.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

The pledge of Allegiance was recited.

Agenda Amendment

Motion as Amended: To add discussion for PAR funds and to select an Alternate for Fireboard

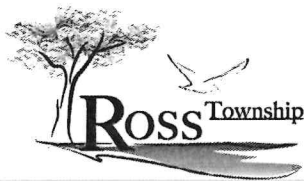
Moved By: Langshaw Seconded by: Sulka

Vote: Unanimous all Ayes

Result: Carried

Public Comment

Deputy Clerk Bruce Matheison introduced himself to the board, with an impressive resume and great enthusiasm to get the Clerk’s office into shape.



Policy on Background Checks

This will be done through the Ross Township Police Department. Those who are exempt, include Elected Officials, Elections Workers and those under the age of 18 years. This will bring up to date our hiring standards for all current and future employees.

Motion: Accept the External Background Policy and Procedure, with addition to list the employees that are exempt.

Moved By: Mike Bekes Seconded By: Alexander Harris

Vote: Unanimous all Ayes

Result: Carried

Key Manager

Motion: Approve the Supervisor as the Key Manager, with the development of a list categorized by position and door access.

Moved By: Lynn Harmon Seconded By: Mike Bekes

Vote: Unanimous all Ayes

Result: Carried

Keypads be updated

Motion: To Change exterior door access codes, and not share with anyone not associated with the fire department. Done within 30 days.

Moved By: Lynn Harmon Seconded By: Alexander Harris

Vote: Unanimous all Ayes

Result: Carried

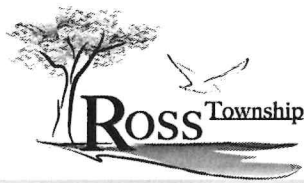
Electronic Mail/Email usage policy

Motion: To appoint the Supervisor to be the Technology Coordinator.

Moved By: Diana Langshaw Seconded By: Christina Hutchings

Vote: Unanimous all Ayes

Result: Carried



Resolution Treasurer Tax Collection

The Treasurer Syndee Genung, approved the following employees to Collect Taxes; Deputy Treasurer Michelle White, Office Manager/Deputy Supervisor Mary Carol Wilkins, Supervisor Christina Hutchings.

Motion: To accept the Resolution as the Treasurer presented.

Moved By: Cynthia Genung Seconded By: Mike Bekes

Vote: Unanimous all Ayes

Result: Carried

Resolution FOIA Coordinator

Motion: To Adopt the Resolution for the Office Manager to be the FOIA Coordinator.

Moved By: Syndee Genung Seconded By: Diana Langshaw

Roll Call: Sulka Aye, Harris Nay, Harmon Aye, Hutchings Aye, Genung Aye, Langshaw Aye, Bekes Aye.

6 Ayes, 1 Nay

Result: Carried

PAR Funds

The Kalamazoo County Road Commission will match the Township up to \$156,000 in chip and seal for local road maintenance.

Motion: To approve \$100,000 PAR funds

Moved By: Mike Sulka Seconded By: Lynn Harmon

Vote: Unanimous all Ayes

Result: Carried

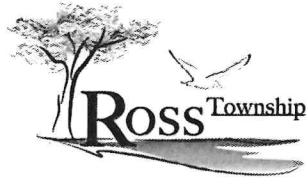
Alternate to the Fire board

Motion: Supervisor Hutchings volunteered as an alternate on the Fire board. Which would only be required if the current Fire Board Chair Langshaw was ill or incapacitated and unable to fulfill her duties.

Moved By: Christina Hutchings Seconded By: Lynn Harmon

Vote: Unanimous all Ayes

Result: Carried



Fire board meeting compensation

Motion: Approve \$100 compensation for trustee's that serve on the fire board.

Moved By: Mike Bekes Seconded By: Syndee Genung

Vote: Unanimous all Ayes

Result: Carried

Budget

A couple final corrections were made to the 2023-2024 Budget, to have community volunteer Pheobe Moreo update the final version for the Public Hearing to be held March 30th.

Budget Public Hearing and Regular Board meeting

Robert Thall noted we needed 6 days to publish the notice for the public hearing.

Motion: To cancel March 21st, 2023 board meeting and combine the Public Hearing with a Township Board meeting on Thursday March 30th, 2023 at 5:30pm.

Moved By: Lynn Harmon Seconded By: Alexander Harris

Vote: Unanimous all Ayes

Result: Carried

Adjournment

Upon a motion duly made and seconded the Board voted unanimously to adjourn the meeting. 7:27pm

Respectfully Submitted,

Alexander D Harris
Township Clerk