

**SUMMERFIELD TOWNSHIP**

**9971 N. FINLEY LAKE AVE, HARRISON, MI 48625**

**BOARD MEETING**

**January 26, 2021**

**1. CALL TO ORDER/PLEDGE – 6:29PM**

**2. ROLL CALL**

Dan Wilhelm – Present

Mike Romatz - Present

Glenn Alexander – Present

Cheryl Grigg - Present

Jaclyn Hall - Present

**3. GUEST – Bronwyn Asplund**

**4. PUBLIC COMMENT – n/a**

**5. Approve Agenda – Motion: Dan Wilhelm**

**2<sup>nd</sup>: Glenn Alexander all in favor**

**6. CONSENT AGENDA**

**A. PAYROLL-**

**B. ACCOUNTS PAYABLE**

**C. APPROVE MINUTES FROM DECEMBER 22, 2020 BOARD MEETING.**

**Motion: Dan Wilhelm**

**2<sup>nd</sup> Mike Romatz all in favor**

**7. TREASURER REPORT – gave report for fund balances.**

**8. CLERK REPORT**

**A. FIRE/POLICE**

**B. Updated every one of the upcoming school board elections.**

**9. OLD BUSINESS- n/a**

**10. NEW BUSINESS –**

- A. IT Right –: Proposal to upgrade firewall, smartnet extended service, wallport and desk port. Proposal is \$2,137.00 Motion: Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**

- B. Payroll move from monthly to semimonthly: Motion Dan Wilhelm 2<sup>nd</sup> Jaclyn Hall all in favor**
- C. Adopt Payroll Policy: Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**
- D. Adopt Accounts Payables Policy: Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**
- E. Adopt IRS mileage rate for 2021 @.56 per mile with Board approval before any mileage is paid. Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**
- F. Move from reimbursing to contributing employer for SUI. Motion: Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**
- G. Remove of time clock in exchange for different paysheets for hourly employees: Motion Dan Wilhelm 2<sup>nd</sup> Glenn Alexander all in favor**
- H. Resolutions for AMAR: Motion**
- 1. Waive collection of penalties for failure to file Property Transfer; Resolution 2021.001**
  - 2. Resolution to adopt Property Exemption income guidelines and asset test; Resolution 2021.002**
  - 3. Resolution to adopt Procedures for granting and removing real property exemptions; Resolution 2021.03**
- I. Resolutions for Treasurer and Trustees**
- 1. Resolution to establish township officer's salary Treasurer; Resolution 2021.004**
  - 2. Resolution to establish township officer's salary Trustees; Resolution 2021.005**
- J. Gleaner Pension Plan**

Resolution to remove Gleaner Pension Plan from township officer's benefit. **Resolution 2021-006**

**K. Assessor (Meghan Van Wormer) add to payroll under BOR in the amount of \$25.00 per meeting.**

**11.ADJOURN MEETING. 7:17 pm**

Garrett Hall

Tamara Wells