

**ROOSEVELT TOWNSHIP**

**BOARD MEETING**

**May 12, 2014**

1. **Call to Order by Chairman Chris Hewitt at 7 PM.**  
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. **Minutes April 7, 2014, Board meeting read by Clerk**  
Rick moved to approve, 2<sup>nd</sup> by Chris, all approved, motion carried.
3. **April Treasurer's Report read. Total in Bank Accounts of \$199,617.31.**  
Motion by Chris to approve, 2<sup>nd</sup> by Rick, all approved, motion carried.  
Corrections to the February & March reports will be brought to June meeting for approval.  
Treasurer will void check #7445 from June, 2013.
4. **Claims discussion:**  
Separation of Clerk's Salary & hourly claims.  
Clerk will get more info on hours spent included in salary.  
Clerk to get more information on contract with Ehlers for reporting fees claimed.  
Motion by Chris to approve & pay claims as listed, 2<sup>nd</sup> by Jeff, all in favor, motion Carried.
5. **Open Forum – Items not on the agenda:**  
Recycling discussion of costs, employee's recycling hours.  
Residents would like Doug Morris, Solid Waste Coordinator to come to meeting For discussion.  
Resident mentioned that some items need updating on website.  
Resident would like board to discuss more detail of employee hours.
6. **Funds & Bank Balances**  
Discussion on transferring funds to end negative balances. Will be done after we receive partial tax settlement.  
  
Jeff made motion to transfer monies from the Deerwood Bond account (\$433.35) and the Deerwood Savings account (\$85,113.17) to the checking account. Total transferred is \$85,546.52. The two Deerwood savings accounts will be closed.  
Rick 2<sup>nd</sup> the motion, Unanimous approval, motion carried.  
  
Jeff made motion to rename the account in Security State Bank to the Debt Service & Reserve account. Chris 2<sup>nd</sup> the motion. This account will be used to deposit money designated for bond payments, make bond payments, & for emergency expenses. All in favor, motion passed. The total in Security Bank as of 5/12/14 is \$114,496.04.
7. **Motion by Chris, 2<sup>nd</sup> by Rick to request a State Audit of 2013.**  
Audit requested in order to assure residents and new officers that all township affairs are in order going forward. Also mentioned was the large amount of money spent in 2013 on the road project.  
Rick & Chris voted in favor, Jeff voted against. Motion passed.
8. **Recycling**

Within the next two weeks the clerk, Chris, & employee will meet with Doug Morris, the Solid Waste Coordinator to discuss the recycling program.

**9. Planning & Zoning**

Permits examined by the board. No issues found.

**10. Special Projects Report – Chris**

The file cabinets have been rekeyed.

Chris has started on the inventory and will set up a time to meet with Jerry to inventory the garage.

**11. Computer**

Copies of pricing for a Township Laptop were given. Clerk would like to wait until there is more time to give to set up a new one.

Will look and pick out one that will work, and will contact CTC for a separate township email address.

**12. Review of Credit Card Resolution & Policy**

Supervisors do not want cards. There will be one card for the Treasurer, Clerk, and employee. The resolution will be amended and put to vote in June.

**Information requests Resolution & Policy**

The resolution will be amended to reflect copies available at the meetings and put to vote in June.

**13. Road & Equipment Concerns**

Need to redo culvert on Erskine Access Road due to washout.

Chris made motion to have Road Inspection on Thursday, June 5 meeting at the Town Hall at 8:00 am. Jeff 2<sup>nd</sup> motion, all approved, motion carried.

This will be posted in official newspapers & posting places.

Jeff agreed to follow up on the Road Project issues on Fisher Road until finished.

**14. Other:**

Summer Short Course – Treasurer and Clerk will attend the CTAS training.

Clerk will attend the Election training.

Motion by Jeff to have K & D Lawncare to mow at Town Hall, 2<sup>nd</sup> by Rick, all in favor, motion carried.

**15. Motion to adjourn by Rick, 2<sup>nd</sup> by Chris, all in favor, motion passed. Meeting adjourned at 9:45 pm.**

**Amended #13: Jeff to follow up on the Road Project issues on Fisher Rd., N. Platte Lk. Rd., Cooley Rd., & White Pine Rd. until finished.**

**Bonnie Orton  
Roosevelt Township**

**Approved as amended \_\_\_\_\_**