

# **RICHLAND TOWNSHIP BOARD OF TRUSTEES**

**FEBRUARY 12, 2019**

**MEMBERS PRESENT:** Brian Frederick, Supervisor      David Earley, Treasurer  
Susan Neuenfeldt, Trustee      Renee R. Herhold, Clerk

**MEMBERS ABSENT:** David Knoll, Trustee

**CALL TO ORDER:** The regular meeting of the Richland Township Board of Trustees was called to order by Supervisor Frederick at 7:00 P.M. with the Pledge to the Flag.

**APPROVAL OF AGENDA:** Motion by Susan Neuenfeldt, second by David Earley, to approve the Agenda as presented. Unanimous vote. Motion carried.

**MINUTES FROM PREVIOUS MEETING:** Motion by Renee Herhold, second by Susan Neuenfeldt, to approve and file Minutes from the regular meeting held January 8, 2019 as written. Unanimous vote. Motion carried.

**BILLS:** Motion by David Earley, second by Renee Herhold, to pay the bills as listed, total of \$1,860,953.98. Roll call vote Earley, yes; Herhold, yes; Frederick, yes; Neuenfeldt, yes. (4) yeas, (0) nays, (1) absent. Motion carried.

**REPORTS:** Motion by Renee Herhold, second by Susan Neuenfeldt, to approve the reports as listed. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**2019-2020 BUDGET WORKSHOP/PUBLIC HEARING:** Motion by Susan Neuenfeldt, second by David Earley, to set the 2019-2020 Budget Workshop for Tuesday, March 12<sup>th</sup>, 2019, at 6:15 P.M. following with the Public Hearing and adoption of the proposed 2019-2020 Budget at 7 P.M. with the regular March 12<sup>th</sup> Board of Trustee meeting. Unanimous vote. Motion carried.

**ASSESSOR CONTRACT:** Information was provided. No action taken.

**2019-2020 WAGE RECOMMENDATIONS:** Motion by David Earley, second by Susan Neuenfeldt, as recommended by the Wage Committee, to increase hourly wages for the Office Manager (\$.35), DPW Supervisor (\$.60), DPW Assistant (\$.50), and part time Office Assistant (\$.35) effective April 1<sup>st</sup>, 2019. Unanimous vote. Motion carried.

**FIRE DEPARTMENT SCBA'S:** Motion by David Earley, second by Renee Herhold, allowing the Fire Department to obtain bids for Self Contained Breathing Apparatus (SCBA), presenting them at the March meeting for approval as budgeted. Unanimous vote. Motion carried.

**MME FELLOWSHIP:** Motion by Susan Neuenfeldt, second by David Earley, to allow the Manager to submit an application to the Michigan Municipal Executives (MME) local government fellowship program, seeking to host a one-year student fellowship for those interested in a career in local government management. Unanimous vote. Motion carried.

**LIBRARY CDARS ACCOUNT:** Motion by Susan Neuenfeldt, second by David Earley, to reinvest for a one-year investment period, the Library CDARS account at Isabella Bank, principal plus interest, total of \$59,003.22, authorizing Treasurer Earley and Clerk Herhold to sign on behalf of Richland Township. Unanimous vote. Motion carried.

**LIBRARY FUND – ACCOUNTS:** Motion by Renee Herhold, second by Susan Neuenfeldt, authorizing Manager Reno to create the new revenue and expenditure account line items as presented for the Library Fund for receipt and disbursement of the ITC Grant - lecture series. Unanimous vote. Motion carried.

**FIRE DEPARTMENT MEMBER:** Motion by Susan Neuenfeldt, second by David Earley, as recommended by Fire Chief Morse, to confirm Brittany Bryant, pending background check and physical, to the Richland Township Fire Department. Unanimous vote. Motion carried.

**CONFERENCE ROOM RENTAL REQUEST:** Board consensus is to continue with the current conference room policy utilizing the space for non-profit groups only.

**SIGN ORDINANCE AMENDMENTS:** Motion by Susan Neuenfeldt, second by David Earley, to table approval of the amendments to the Sign Ordinance as presented, seeking additional Planning Commission information regarding the height allowance and off site signs. Unanimous vote. Motion carried.

**COMMUNICATIONS:** Motion by Susan Neuenfeldt, second by David Earley, to receive and file communications as presented. Unanimous vote. Motion carried.

**PUBLIC COMMENT:** Thank you to the Fire Department, Police Department, and the Department of Public Works for their services, especially during the bitter weather conditions.

**ADJOURNMENT:** Motion by Susan Neuenfeldt, second by Renee Herhold, to adjourn. Unanimous vote. Meeting adjourned – 7:42 P.M.

Respectfully submitted by:  
Renee R. Herhold Richland Township Clerk