

Colfax Township, Mecosta County
14428 157th Avenue, Big Rapids, MI 49307
Monthly Board Meeting Minutes
January 17, 2024, at 7:00 PM

Present: Supervisor Nick Kaye, Clerk Susan Olson, Treasurer Julie Johansen, Trustee Bill Burmeister, Trustee Karen Morningstar. Four residents and County Commissioner Randy Vetter.

Meeting called to order by Nick at 7:02 PM

Public Comments— Randy informed the Board that the county's new hover craft has arrived and ready to go.

Approval of December 20, 2023, Regular Monthly Meeting Minutes. Motion made by Bill, seconded by Julie to approve as corrected. Motion adopted.

Approval of January 15, 2024, Budget Meeting Minutes. Motion made by Julie, seconded by Susan. Motion adopted.

Financial Report—Moved by Susan, seconded by Nick to accept report as read. Motion adopted.

Fire Dept. Report---See attached.

Emily Buys has applied for a firefighter position. Motion made by Nick, seconded by Bill to hire Emily Buys as a volunteer Firefighter. Motion adopted by unanimous roll call vote.

It was brought to the Board's attention that the last State of Michigan Fire Dept. Grant has not been received. Clerk will investigate and report back to Board.

Chuck requested that 10 links of fire hose be purchased to replace worn out fire hose. Motion made by Bill, seconded by Nick to purchase 10 links of fire hose. Motion adopted by unanimous roll call vote.

Assessor Report—Assessor was not present. Julie reported that Dan Kirwin would be renewing his contract for the coming year at the current rate.

Cemetery Report—Trees--Removal of trees has not been done due to weather. Pruning is done and looks good. Inquiry was made into whether the sexton had been contacted to give the Board a report of all work done. Julie will contact him.

Correspondence—None

Old Business

- March 31, 2023, Audit Report discussion regarding the Cemetery accounting process—Board decided on the following:
 - Work Order, email requesting work to be done.
 - A copy of the Deed will be attached to the receipt.
 - Sexton is to report to the Board, on a quarterly basis, all work done in that quarter. Including, but not limited to, graves, foundations, and maintenance work.

- Fire Department Truck Replacement plan update---Chuck reported that he has spoken with the representative from CSI, the company that Morton Township is having replace the chassis on two of their fire trucks. Chuck has asked CSI to look at our fire truck to see if Morton Township's old chassis would fit. CSI says there is nothing wrong with the chassis being replaced. Waiting for CSI's opinion whether replacement with Morton Township's old chassis is a good avenue to continue pursuing.
- Fire Department Cost Recovery Ordinance –Motion made by Julie, seconded by Bill, to table and continue discussion at the Special Meeting, set for Tuesday, January 23, 2024 @ 6pm. Motion passed unanimously.
- Road Project Priority lists for 2024 and 2025 – Discussion regarding the prioritizing of road projects for 2024. No 2025 projects will be addressed at this time.

For 2024, the Board decided the following should be sent to the county for cost estimates:

- Townline Lake Rd.—180th to end of gravel--Chip and Fog
- 17 Mile Road—135th West ½ Mile—Pulse & Pave
- 13 Mile Road—140th to 130th Finish—Wedge & Pave
- 13 Mile Rd—130th to 120th—Wedge & Pave

15 Mile Road was also discussed, needs gravel and maintenance work completed. Nick will bring to the attention of the Mecosta County Road Commission.

New Business

- Schedule Budget Hearing for February 21, 2024, at 6:45pm. Motion made by Susan, seconded by Julie. Motion passed unanimously.
- Resolution 2024-1—Supervisor Salary, \$10,092. Passed, see attached.
- Resolution 2024-2—Clerk Salary, \$20,592. Passed, see attached.
- Resolution 2024-3—Treasurer Salary, \$22,221. Passed, see attached.
- Resolution 2024-4—Trustee Salary, \$1,956. Passed, see attached.
- Resolution 2024-5—Trustee Salary, \$1,956. Passed, see attached.
- Resolution 2024- 6-- Employee Compensation—Motion made by Nick, seconded by Bill to accept. Resolution adopted by unanimous Roll Call Vote.
- Resolution 2024-7-- Cemetery Fees—Moved by Nick, seconded by Julie to accept. Resolution adopted by unanimous Roll Call Vote.
- Resolution 2024-8 – Fire Department Cost Recovery Fees— Moved by Nick, seconded by Karen, to table and continue discussion at the Special Meeting, set for Tuesday, January 23, 2024 @ 6pm. Motion adopted by unanimously Roll Call Vote.
- Website—Tentative pages have been set up. Site is ready to start entering information. The Board, Fire Chief and Cemetery Clerk will submit tentative ideas/information that they want to see on the website pages. Domain names were discussed.
- Approval of Lake Michigan CPA Services for April 1, 2023 – March 31, 2024 Audit. Motion made by Julie, seconded by Bill. Motion adopted unanimously.
- Ballot Dropbox issues were discussed, snow and rain entering box. Mike Miller will look at it.
- Mail/email confidentiality added to all emails. Motion made by Karen, seconded by Susan. Motion adopted.

- L-4029 rate for the period of April 1, 2024--March 31, 2025. Motion made by Julie, seconded by Nick that the current L-4029 rate continues as is. Motion adopted by unanimous Roll call Vote.
- Approval of Check Numbers 19506 through 19535, Total \$112,380.34. Motion made by Nick, Second by Bill. Motion adopted by unanimous Roll Call Vote.

Public Comment—Emily Buys thanked the Board for giving her the opportunity to serve the community as part of Colfax township Fire Department.

Adjourn--Moved by Susan, seconded by Julie to adjourn the meeting. Motion adopted. Nick adjourned the meeting at 8:26pm.

Prepared by,



Susan Olson

Colfax Township Clerk, Mecosta County