

FINAL – no changes

IRVING TOWNSHIP BOARD MEETING

MAY 21, 2024

3425 Wing Rd. Hastings, Michigan 49058

Meeting called to order with the Pledge of Allegiance at 6:30 PM.

Present: Doug Sokolowski, Jamie Knight, and Mike Buehler. Also present Shelly Lake, Deputy Clerk. Sharon Olson and Dean Bass absent. 1 member of the public in attendance.

APPROVAL OF AGENDA

Sokolowski – add Freeport Fire Dept Invoice to be paid under New Business

Sokolowski – add KCI Service Contract to be paid under New Business

Motion by Knight, support by Buehler, to approve Agenda, as amended. All YES votes. **MOTION PASSED**

APPROVAL OF APRIL 2024 MEETING MINUTES

- Motion by Knight, support by Buehler, to Approve the April, 2024 Minutes, as presented. All YES votes. **MOTION PASSED**

PUBLIC COMMENT

- Sheryl Haveman, Yankee Springs Township, commented on the Clerk missing a few Board Meetings, yet we are still paying her. It was explained that 1) our Clerk is working remotely, performing her duties, 2) per the Michigan Township Association, board members are not required to attend any meetings.

UNFINISHED BUSINESS - None

NEW BUSINESS

- IT Expansion – Per Sokolowski, there is a remaining balance of ARPA funds in the amount of \$30,533. The township hall needs an IT server to provide better security, backup of data, and for the use of one common database to be shared by the treasurer and deputy treasurer. Motion by Sokolowski, support by Knight, to allow Sokolowski to work with vendor Clark Technical Services to reduce current estimate to no more than \$15,000. All YES votes. **MOTION PASSED**
- Motion by Sokolowski, support by Buehler, to pay the Thornapple Township Fire Agreement Contract in the amount of \$12,471.50. Roll Call Vote: YES - Knight, Buehler, Sokolowski. NO – None. Absent – Bass and Olson **MOTION PASSED**
- Motion by Sokolowski, support by Buehler, to pay the Freeport Fire Association township millage in the amount of \$69,717.93. Roll Call Vote: YES – Knight, Buehler, Sokolowski. NO – None. Absent – Bass and Olson **MOTION PASSED**
- Motion by Sokolowski, support by Knight, to contract with KCI to process the township’s summer tax bills at a cost of \$1,643.33, and to prepay postage in the amount of \$862.00. Roll Call Vote: YES – Knight, Buehler, Sokolowski. NO – None. Absent – Bass and Olson. **MOTION PASSED**

REPORTS

- Fire Reports are available at their respective fire departments.
- Knight summarized Hastings, Freeport, and Thornapple Fire Reports.
- Knight summarized the township Assessing Report for April 2024.

Commissioner Report - Jon Smelker

- Buehler provided report for Smelker – Commissioners are busy searching for a new County Administrator, as Michael Brown is retiring in August.

Treasurer Report – Doug Sokolowski

- Presented Treasurer Report, which is available for review online and at the Township Hall.
- The township financial audit is scheduled for July 12.
- AT&T has billed us for approximately \$1,200 for the last two months because the contract expired. We were advised to pay the normal contract rate for April and May. AT&T will advise by June 11 if they will waive the higher fee or if we will be responsible to pay. The new contract will be at a rate of \$59 per line (2) for a total of \$118.

PAY BILLS

- Motion by Knight, support by Buehler, to pay bills in the amount of \$1,651.32. Roll Call Vote: YES - Buehler, Knight, Sokolowski. NO – None. Absent – Bass and Olson. **MOTION PASSED**

BOARD MEMBER COMMENTS - None

Motion by Knight, support by Buehler, to adjourn at 6:46pm. All YES votes. **MOTION PASSED**

UPCOMING DATES

June 18, 2024 – Irving Township Board Meeting 6:30pm

Minutes prepared by Shelly Lake, Deputy Clerk.