

Greenwood Township Meeting Minutes

Date: April 1, 2025

Time: 7 p.m.

The meeting was called to order by S. Bigelow at 7:00 p.m.

First order of business was administrating the oath of office for the new clerk, N. Mohler. Jennifer Mohler deputy clerk was absent.

The Pledge of Allegiance was recited by all in attendance.

Board Members Present:

Shelly Bigelow, Terry Vandercook, Melody Baker, Harold Swinehart, Nancy Mohler

Board Members Absent:

None

Public Present:

Al Mohler, Jonathan Hallett, Gilbert Uithol, Nancy Wood, Jody LaBarre, Dick LaBarre, Jason Nelson

Minutes:

Minutes for the February 24, 2025 Budget Planning and Board Roles and Responsibilities meeting. Motion made by M. Baker, supported by T Vandercook to accept the minutes as presented. Motioned passed unanimously.

Minutes for the March 4, 2025 Budget Meeting 2025-2026. Motion made by M. Baker, supported by T. Vandercook to accept the minutes as presented. Motion passed unanimously.

Minutes for the regular March 4, 2025 Meeting. Motion made by T. Vandercook, supported by M. Baker to accept the minutes as presented. Motion passed unanimously.

Public Comment:

No public comment.

Old Business:

N. Mohler presented Brian Barber's resignation letter. He no longer wants to be sexton of Greenwood Cemetery.

Jonathon Hallett was present and showed interested in the sexton work. He was able to answer all questions and presented a sealed bid. After a discussion it was decided to contact Tyler to see if he would also want to bid this job.

N. Mohler and Jennifer Mohler have both went to State Farm Insurance to get their bonds.

S. Bigelow presented the amended Fire Board Budget 2025-2026. Motion made by T. Vandercook, supported by M. Baker to accept the amended budget as presented. Motion passed unanimously.

S. Bigelow presented a bid from Al Mohler for cleaning the township hall. Motion made by T. Vandercook, supported by M. Baker to accept Al's bid. Motion passed unanimously. N. Mohler abstained from voting.

T. Vandercook discussed having an audit done as treasurer and clerk are both new. Audit will be done by UHY and will be started next week. Cost should be between \$3000.00 to \$4500.00. Motion made by M. Baker, supported by N. Mohler to have the audit preformed. Motion passed unanimously.

T. Vandercook presented a purchasing policy. After a modification to the policy to include "Greenwood Township has the right to refuse any and all bids." Motion made by T. Vandercook, supported by H. Swinehart to accept the amended policy. Motion passed unanimously.

The township now has 4 Ring cameras installed at the township hall after the first camera was stolen and a reimbursement was made to Ronda Jonas as the camera was hers. These cameras will be used for the safety of employees, surveillance and to cover the election ballot box in front of the township. Supervisor, treasurer, and clerk have it installed on their phones but the offer was made to the trustees as well.

T. Vandercook said he has turned in the paperwork on the ARPA funds and the township used all of the funds and no money will have to be returned.

S. Bigelow stated that we still need a cover for the generator. The township will hopefully get that done this summer.

New Business:

Township meeting for May is on election day for the Kingsley School Election. Discussion was held and the meeting will be May 7, 2025 at 7:00 p.m. Motion made by M. Baker, supported by H. Swinehart to change the meeting date. Motion passed unanimously.

Motion made by T. Vandercook, supported by H. Swinehart to remove Ronda Jonas and Kaycee Barber from the bank account and add Nancy Mohler and Jennifer Mohler along with the existing persons Terry Vandercook and Joanne Cerka. Motion passed unanimously.

Motion made by T. Vandercook, supported by M. Baker to remove Ronda Jonas and

Kaycee Barber from the post office box and add N. Mohler and J. Mohler along with the existing persons S. Bigelow, T. Vandercook, and J. Cerka. Motion passed unanimously.

T. Vandercook presented a Credit Card Policy. After a discussion to add a \$3000.00 limit and correct a couple small typos, motion was made by T. Vandercook, supported by M. Baker to accept the amended policy. Motion passed unanimously.

N. Mohler suggested H. Swinehart and M. Baker email her so she never misses paying them for attending the fire board meeting. N. Mohler will get them her email.

Jill Brown gave a Michigan flag to the township to display in the township hall. This flag was flown at the capital building in Lansing. Motion was made by N. Mohler, supported by M. Baker for S. Bigelow to purchase an inside flagpole to display this flag with the purchase not to exceed \$200.00. Motion passed unanimously.

Supervisor:

S. Bigelow said she had omitted on the "Poverty Exemption Ordinance" and all tax correspondence must be received by the assessors on the Friday before the second Monday in March. Motion was made by T. Vandercook, supported by M. Baker to amend the Poverty Exemption Ordinance. Motion passed unanimously.

S. Bigelow discussed the website analytics with the board. For \$160.00 we can have modifications done to the website to see who is using it and what they are looking for to see if it is worth keeping it. Motion made by T. Vandercook, supported by M. Baker to have the modifications done. Motion passed unanimously.

S. Bigelow reported that spring clean up for the township is Saturday, May 17, 2025.

Township board needs to be thinking about Memorial Day.

S. Bigelow stated that there are a few cremations that need to be taken care of and a foundation that was put in the wrong place in the cemetery that needs to be moved. Since Brian Barber was paid to put the foundation in S. Bigelow will contact Brian to have him move it. Jonathon has said he would do some of these tasks at an agreeable price until a new sexton can be appointed. Motion made by T. Vandercook, supported by H. Swinehart. Motion passed unanimously.

Fire Department:

Fire department has been doing some training and the trucks are ready for grass fire season.

Treasurers Report:

Because bank statements were not available no treasurers report was presented. There will be 2 next month.

Bills:

N. Mohler presented a list of bills to be paid. Motion was made by M. Baker, supported by H. Swinehart. Motion passed unanimously.

Public Comments:

Dick Labarre asked if the township had received any opioid funds from the state. At this time the township has not.

Gilbert Uithal told the board he has a lot of experience working on the Board of Review and as an Election official.

Adjourn: Motion was made by T. Vandercook, supported by H. Swinehart to adjourn the meeting. Motion passed unanimously. Meeting was adjourned at 8:07 p.m.

Respectfully submitted by
Nancy Mohler