

**MONTHLY BUTLER TOWNSHIP BOARD MEETING  
JAN. 23, 2017**

**Call-to-Order** by Supervisor Gary Smith at 7 P.M. Pledge of Allegiance. Roll Call: Present: Gary Smith, Chris Brenner, Deborah Bracy and Linda Hammontree. Absent: Janis Olney. Other present: Greg Bailey, Eileen VanVleet, Erica Ewers, Terri Norris, J.A. Cole, Russ Jennings and Harold Sneath.

Motion by Brenner/Smith to **approve** December 2016 **minutes**. Approved.

**Treasurer's Report**-Deb Bracy: General Fund: Beginning balance @ 4/01/16 \$80,506.38. Receipts: \$99,446.85. Expenditures: \$ (126,234.47). Balance @ 12/31/16 \$53,718.76. Perpetual Care Fund: Beginning balance @ 4/01/16 \$850.04. Receipts: \$ 13.13. Expenditures: \$ ( -0- ). Balance @ 12/31/16 \$863.17. Total cash-on-hand \$54,581.93. Motion to accept Treasurer's Report by Brenner/Hammontree. Approved.

**Accounts Payable**-Deb Bracy. Motion by Hammontree/Brenner to pay the bills. Approved.

<u>Check #</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u>
5566	McKenna Associates	Zoning Adm. Consult	\$ 202.50
5567	James Webb	Nov. + Dec. 2016 Mileage	39.96
5568	Branch County Treasurer	2016 Drains-at-Large	2559.96
5569	Branch County Treasurer	Tax Bills and Envelopes	117.90
5570	DMCI Broadband	Twp. Website Domain Annual Fee	28.00
5571	Gary Smith	Computer, Printer and Modem	937.64
5572	Linda Hammontree	2 Plat Books	50.00
5573	Double E Enterprises	Assessing Services	+ 716.67
Total of bills paid =			\$4,652.63

**Commissioner's Report**-Terri Norris: Nancy Stutzman (in the Drain Commissioner's office) has retired. Lots of sand and salt used this winter. 911 Supervisor position open.

**2017 Planning Commission Appointments:** Michelle Reed and J.A. Cole appointed for 2017 (3 yr. terms). Oath taken by J.A. Cole.

**Audit Report-**Greg Bailey (Bailey, Hodshire & Co. P.C.) gave a positive audit report for Butler Township as of and for the year ended Mar. 31, 2016. Complete report on file.

**Assessor's Report-**Erica Ewers: AMAR letter from Michigan Department of Treasury. Assessment Record Availability Policy needs to be updated. Land Split application form updated. Final round of new construction reviews completed Dec. 28<sup>th</sup>. Data entry continuing. PRE Quarterly report submitted. Annual PRE backup sent to Tax Management Assn. for State Audit. Continuing collection of data from Equalization, Building Inspection and Branch County Abstract and Title offices.

**Fire Protection-**Gary Smith: A proposed contract for Litchfield Fire Department discussed for 2017-2018, with an annual fee of \$5000 (includes one fire run) extra runs \$500 per run, for 9 sections. Exploring costs for 9 sections with Tekonsha Fire Department and continuing coverage with Quincy Fire Assn.

**Alganssee Supervisor Russ Jennings** presented an open letter to the Twp. Board concerning Quincy Fire Assn. 2017-2018 budget. Letter on file.

**Other matters:** Motion by Hammontree/Bracy to adopt Assessment Record Availability Policy (2017-01). Roll Call Vote: 4 AYE  
Brenner/Smith/Bracy/Hammontree. 0 NAY. Policy Adopted. Motion by Brenner/Hammontree for the Twp. Board to accept letter from Michigan Department of Treasury (regarding 2016 AMAR review) to approve the corrective action plan. Approved.

Meeting adjourned 8:10 P.M.

Submitted by Clerk Linda Hammontree

Supervisor \_\_\_\_\_