

BUTLER TOWNSHIP MONTHLY BOARD MEETING

(Virtual) Jan. 25, 2021

Call-to-Order 7 P.M. Pledge of Allegiance. **Roll Call:** Officers present: Supervisor Gary Smith, Treasurer Deb Bracy, Trustee Chris Brenner, Trustee Janis Olney and Clerk Linda Hammontree. Others present: Erica Ewers, Matt Ashenfelter and Tim Stoll.

Motion by Brenner/Bracy to **approve Dec. 2020 minutes**. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Approved.

Treasurer's Report-Deb Bracy: General Fund: Beginning balance@ 4/01/20 \$50,422.11. Transfer in from Tax Account: \$36,179.80. Receipts: \$101,059.51. Expenditures: \$(152,676.94). Balance @ 12/31/2020 \$34,984.48. Perpetual Care Fund: Beginning balance @ 4/01/20 \$892.17. Receipts: \$20.23. Expenditures: \$ (30.37). Balance @ 12/31/2020 \$882.03. Total cash-on-hand \$35,866.51. Motion by Hammontree/Olney to approve report. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved.

Accounts Payable-Deb Bracy. Motion by Brenner/Olney to approve bills be paid. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Approved.

Check #	Payee	Reason	Amount
6128	Consumers Energy	Twp. Hall Electricity	\$ 250.00
6129	Double E Enterprises	Assessing Services	876.00
6130	Bailey, Hodshire & Co., P.C.	Twp. Audit Yr. ending of 3/31/2020	2,200.00
6131	DMCI Broadband, LLC	Twp. Website Annual Service Fee	26.58
6132	Horton Law Office, P.C.	2020 Audit Letter	40.00
6133	Branch County Treasurer	2020 Winter Tax Bond	4.65
6134	Lillis & Jansen, P.C.	2020 Audit Letter Prep.	+ 200.00

Total of bills paid = \$ 3,597.23

Commissioner's Report-Tim Stoll: 911 Service Contract approved, with member inclusion error corrected. Township will receive a copy of the Agreement. RFP broadband bid put out for better Branch County Internet Services.

Zoning Report-Administrator Matt Ashenfelter: 1 Land Split completed-Arthur Morrison, 1.42 acre split w/dwelling, (ZBA approved 10/15/2020) \$50 fee paid. 10 properties identified, through Assessor's 2020 annual review, as being without zoning permits. Property violation notices are in process, with evidence pictures taken. Motion by Smith/Hammontree to approve Zoning Report. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved.

Assessor's Report-Erica Ewers: Finished measuring new construction Dec. 31. Personal Property Statements mailed out Dec. 30; Veteran Exemptions were mailed Jan. 4.; and Poverty Exemptions were mailed Jan. 6. Working on sales studies and entering new construction data.

March Board-of-Review tentative plan:

Organizational Meeting: Tues. Mar. 2 9 AM

Day 1: Mon. Mar. 8 2 PM to 5 PM and 6 PM to 9 PM

Day 2: Tues. Mar.9 9 AM to NOON and 1 PM to 4 PM

Continued receiving of documents from Branch County Abstract & Title and Equalization by mail. Board-of-Review training updates for online Classes, provided by MTA. Motion by Hammontree/Olney to approve Assessor's Report. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved.

Litchfield Fire Department 2021/2022 Fire Contract. Motion by Smith/Hammontree to approve 2021/2022 Litchfield Fire Department contract amount of \$ 10,162, July 1, 2021 through June 30, 2022, for Fire Protection of Sections: 1,2,3,10,11,12,13,14 and 24 (9 sections) address points are on the inside of the district & the opposite side of the road. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved.

Tekonsha Fire Department 2021/2022 Fire Contract. Motion by Smith/Brenner to approve 2021/2022 Tekonsha Fire Department contract amount of \$5550, July 1, 2021 through June 30, 2022 (payable to Tekonsha Township) for Fire Protection of Sections: 4,5,6,7,8,9,16,17 and 18, boundary roads West side Klink Rd, South end Girard Rd, North side of road, Burbank both sides of road). Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved.

Resolutions and Poverty Guidelines: Motion by Hammontree/Olney to adopt Assessment Record Availability Policy **Resolution 2021-001**. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Resolution adopted. Motion by Olney/Bracy to adopt Poverty Exemption **Resolution 2021-002**. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Resolution adopted. Motion by Hammontree/Olney to approve **2021 Poverty Guidelines**. Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. Motion approved. Poverty Guidelines posted. Resolutions on file.

Election Inspector Wage increase proposal-Linda Hammontree. Propose increase Election Chairperson wages to \$11 per hour, EPB Operator \$11 per hour and Inspector \$10 per hour. Wage rates to be discussed at Mar. 2021 Annual Budget meeting.

Other matters: Ck# 1074 \$250 J. Elser for gravesite payment, and Ck#14383 Dutcher Funeral Home \$200 for Burleson burial-Shooks Prairie Open/Close burial (weekend/Winter rates/cremation), to Treasurer for deposit.

Meeting adjourned: 7:41 PM

Submitted by Clerk Linda Hammontree

Supervisor _____