

# BUTLER TOWNSHIP MONTHLY MEETING

Mar. 25, 2024

**Call-to-Order** 7:12 P.M. Pledge of Allegiance at 7 P.M. All Officers present: Others present: Matt Ashenfelter, Erica Ewers, Eileen VanVleet, Sally Crandall, Beth Brenner, Adam Stockford, Robin Swartz, Billie and John Pollock and Alan McClellan.

**Public Participation:** Robin Swartz presented her qualifications as a candidate for Branch County Sheriff, and Adam Stockford presented his qualifications to run as a candidate for 35<sup>th</sup> District State Representative, on the August 2024 Primary ballot.

**Motion** by Brenner/Bracy **to approve Feb. 2024 minutes and place on file.** Motion carried.

**Budget Amendments: Motion** by Hammontree/Bracy **to move \$2000 from the General Fund and put into the Assessor's Acct., increasing the budget amount to \$17,000.** Motion carried.

**ARPA Account: Motion** by Olney/Bracy **to move \$15,510 from the ARPA Account and put into the General Fund (\$10,800 for Twp. Parking area project and \$4710 for Storage Room project) for Fiscal Year 2023.** Motion carried.

**Treasurer's Report-Deb Bracy: General Fund:** Beginning balance @ 4/01/23 \$218,201.17. Receipts: \$ 174,334.83. Transfer from ARPA: \$ (-0-) Transfer from Tax Account \$ (-0-). Expenditures: \$ (229,432.10). Balance @ 2/29/24 \$163,103.90. **Perpetual Care Fund:** Beginning balance @ 4/01/23 \$945.08. Receipts: \$ 1.32. Expenditures: \$ (-0-). Balance @ 2/29/24 \$946.40. Total cash on hand: \$182,921.56. **Motion** by Olney/Brenner **to accept Treasurer's Report.** Motion carried.

**Accounts Payable-Deb Bracy: Motion** by Olney/Smith **to approve bills be paid.** Motion carried.

<u>Check #</u>	<u>Payee</u>	<u>Reason</u>	<u>Amount</u>
6573 (2/19/24)	John Hancock	Group Annuity Contract	\$ 112.50
6574	Double E Enterprises	Assessing Services & Supplies	1542.23
6575	Elections Source	Election Testing & Maintenance Contract	1105.00
6576	Linda Hammontree	Election Workers Meal-Pres. Primary	32.01
6577	Litchfield Fire Dept.	3 <sup>rd</sup> Qtr. Fire Protection	2496.58
6578	Douglas Bracy	Township Website Plan fee - 1 yr. to 3/13/25	120.00
6579	Gannett Michigan	B-O-R Public Notice for 2024	198.00
6580	Eileen VanVleet	2024 B-O-R Wages	179.16
6581	Gary Hammontree	2024 B-O-R Wages	179.16
6582	William Reed	2024 B-O-R Wages	179.16
6583	Donna Swanson-Chr.	Inspector/EPB Wages 17 hrs.	238.00
6584	Carmen Torbet-Inspector	Election Wages 15 hrs.	195.00
6585	Dorothy Frick-Inspector	Election Wages 15 hrs.	195.00
6586	Janis Olney-Inspector	Election Wages 15 hrs.	195.00
6587	Phylliss Laurell-Inspector	Election Wages 15 hrs.	195.00
6588	Jeremy Brenner-B-O-R	2024 Training Wages 3 hr.	38.79
6589	Branch County Treasurer	2024 Tax Collection Bond	+ 94.00

Total of bills paid = \$ 7294.59

**Branch County Sheriff's Report-Sheriff John Pollack:** Companies to look over site for bids to demolish old jail. Monthly average 89 for 4<sup>th</sup> Qtr. Corrections. 12/14/23 Livestock semi rollover, 4.5 hrs. to clean up, with the assistance of Clemens Team, Bronson Fire, area farmers & MSP Comm. Carrier. 888 complaints (123 from Butler, most serious of these were 2 - Child Abuse). Drug drop-off box to date---481 lbs. Complete report on file.

**Commissioner's Report**-Alan McClellan: Next month will post for Commission Administrator position, to fill Bud Norman's vacancy. Robin Grant to Frontier for fiber for County high-speed Internet service. Other vendors will fill in the gaps of service, where cable won't be offered.

**2024/2025 Budget: Motion** by Brenner/Hammontree **to approve the 2024/2025 Fiscal Year \$201,500 Budget, as presented.** Roll Call Vote: Brenner AYE Smith AYE Bracy AYE Olney AYE Hammontree AYE. 5 AYE 0 NAY. Motion carried.

**3/6/24 Planning Commission Minutes: Motion** by Hammontree/Brenner **to accept the Mar. 6, 2024 Planning Commission minutes.** Motion carried.

**Zoning Report**-Zoning Administrator Matt Ashenfelter. **Permits:** #0135 J & D Schwartz, 768 Quincy-Grange, Amend to permit # 0109, 44 X 80 Ag. building, converted to 30 X 44 dwelling w/50 X44 attached garage, \$50 fee collected. #0136 Melvin Graber, 1127 Bidwell, 60 X 160 stick-built calf barn on 4ft. high concrete foundation. Violation complaints: Anna & Damian Lopresto, 1184 Clarendon, notices sent 8/01/23. Tickets to be issued for court appearance. No court action taken. 4 Non-Compliance. Complete report on file. **Motion** by Bracy/Olney **to approve report.** Motion carried.

**Zoning Administrator Contract for 2024/2025. Motion** by Hammontree/Olney **to approve 2024/2025 Zoning Administrator Contract with Matt Ashenfelter, for \$5500 annually 4/1/24 through 3/31/25 + 0.67 cents per mile.** Roll Call Vote: Brenner AYE Smith AYE Bracy AYE Olney AYE Hammontree AYE. 5 AYE 0 NAY. Motion carried.

**Assessor's Report**-Erica Ewers: All was posted in computer and finalized 3/16/24 and delivered to Equalization on 3/18/24. Final report submitted to State, 3/22/24, after approval by Equalization. March 2024 B-O-R processed a total of 9 petitions, and 5 in-person queries. Notices sent 2/26/24. 1 Veteran Exemption still pending. Omitted Property Request with STC and put parcel back on the roll, for 2024. Continued regular collection of paperwork from Equalization and Branch County Abstract office. **Motion** by Hammontree/Olney to approve Assessor's Report. Motion carried.

**Assessor's Contract for 2024/2025. Motion** by Olney/Bracy **to approve Assessor's Contract for 4/1/24 to 3/31/25 with Double E Enterprises, \$14 per tax parcel (889 parcels for a total of \$12,466) payable in monthly installments of \$1037.17.** Roll Call Voter: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. 5 AYE 0 NAY. Motion carried.

**Litchfield Fire Department Report**-Chris Brenner: 91% of budget used and the Department is looking for a new Fire Truck. **Motion** by Smith/Hammontree **to approve report.** Motion carried.

**2024/2024 Litchfield Fire Department Contract: Motion** by Smith/Brenner **to approve 2024/2025 Litchfield Fire Department Contract, \$11,002.01 , from 7/1/24 through 6/30/25, Sections 1,2,3,10,11,12,14,13, and 24.** Roll Call Vote: Smith AYE Brenner AYE Bracy AYE Olney AYE Hammontree AYE. 5 AYE 0 NAY. Motion carried.

**Meeting adjourned 7:55 P.M.**

Submitted by Clerk Linda Hammontree

Supervisor\_\_\_\_\_