

Ellsworth Township

REGULAR MEETING

June 14th, 2021

DRAFT

President Allen Dean called the meeting to order @ 7:00 p.m.

Members Present: Township Supervisor Allen Dean, Clerk Brittany Carlson, Treasurer Kimberly Pendley, Trustee Patrick Chachulski.

Visitor's Present: Robert Long, Sherry Sheele, Giles Naeseth, Richard Mongar, Township Assessor Linda Monroe, Ron Monroe, Katrina Manwaring, and Derek Manwaring.

Chachulski made a motion to accept the agenda dated June 14th, 2nd by Pendley. All in favor, motion carried.

Public Comment—Sherry Sheele asked the council for permission for Kim Pendley the treasurer of the LDA to use the hall building to be the headquarters for Luther Days June 29 to July 5. Carlson made a motion to allow the LDA to use the Ellsworth Township Hall for the Luther days weekend, 2nd by Chachulski, –Roll Call Vote- Yes- Pendley, Dean, Chachulski, Carlson. –No- None All in favor. Motion carried.

The Financial report dated May 1, 2021 – May 31, 2021 was given with the following balances: General Fund \$118,752.19; Tax Account \$1.33; Fire Operating Account \$27,396.89; Fire Equipment Account \$88,661.02; Fire Hall Debt \$101.35; Township Roads Account \$48,401.18; Nichoson CD \$2,920.98. A motion was made by Chachulski, 2nd by Carlson to approve the financial statement as presented. –Roll Call Vote- Yes- Pendley, Dean, Chachulski, Carlson. –No- None All in favor. Motion carried.

Dean made a motion, 2nd by Pendley to approve the Minutes dated May 4, 2021. –Roll Call Vote- Yes- Pendley, Dean, Chachulski, Carlson All in favor. Motion carried.

The following bills were presented: Consumers Energy \$47.29, Summit Fire Protection \$93.95, Verizon \$200.57, The Pioneer Group \$81.90; Chachulski made a motion to pay all bills, 2nd by Pendley –Roll Call Vote- Yes-Pendley, Dean, Chachulski, Carlson. –No- None. All in Favor. Motion Carried.

Assessor Update- Board of Review is scheduled for July, 2021 (the day is to be determined) at the Newkirk Township Hall.

Committee Reports-

Library- The Financial report was presented.

Cemetery- Ken Harder has been working in the cemeteries.

Fire Department- Minutes presented

Area Clean-up- The Area clean up is scheduled for August 28, 2021. There will be one trailer that will fit up to 2,000 car tires. No tires with rims, tractor tires. The trailer will be picked up after Labor Day.

Roads- Two people contacted Allen Dean and asked about brine on their roads, one being South State Street and one on 3 ½ Mile Road. The council will get more information for next month.

Old Business –

Pendley gave a copy of the newsletter to the council. The Area clean up portion needed up dated. Dean made a motion to mail the newsletter with the Summer Tax Roll; 2nd by Carlson. All in Favor. Motion Carried.

Resolution 06-21-1 Electronic Money Transfer was offered by Carlson, 2nd by ___ ____

New Business-

Regrettably Clerk Sharon Baker passed away on May 25th, 2021. She served 30 years on the Ellsworth Township Board. Her time and service to the community will always be remembered.

Katrina Manwaring submitted a resume for the Clerks position. Discussion was held on her past work experience; she is interested in getting involved in the community.

Discussion was held on Brittany Carlson being the Deputy Clerk, has been working diligently with the Treasurer, Kim Pendley, to accomplish the Clerk duties since the clerk fell ill.

Pendley motioned to appoint Brittany Carlson to the Ellsworth Township Clerk Position, 2nd by Chachulski. –Roll Call Vote- Yes-Pendley, Dean, Chachulski. –No- None. –Abstain- Carlson. All in Favor. Motion Carried.

Giles Naeseth expressed his interest in the trustee position, Richard Mongar is also interested in the position. Dean motioned to appoint Richard Mongar, 2nd None. Dean rescinded the motion. Dean motioned to appoint Giles Naeseth, 2nd None. Dean rescinded the motion. Both will be back next month with a letter of intent.

Pendley and Carlson expressed the need for QuickBooks Payroll program. Pendley motion to purchase Intuit QuickBooks Enhanced Payroll Program for the Clerk, with the annual fee being \$500 a year +\$2 per employee per month, with the first year 20% off you pay \$400 a year +\$2 per employee per month. 2nd by Chachulski. –Roll Call Vote- Yes-Pendley, Dean, Chachulski, Carlson. –No- None. All in Favor. Motion Carried.

Carlson brought a sample Salary Resolution to the council; discussion was held on the need of the resolution. The council will get more information and make a final decision next month.

Carlson made a new email to be used due to access issues with the previous email.

The next renewal for the PO Box it will get changed into the Townships name.

Carlson motioned to change the locks to the hall getting 12 keys that will be numbered and signed out. 2nd by Dean –Roll Call Vote- Yes-Pendley, Dean, Chachulski, Carlson. –No- None. All in Favor. Motion Carried.

A motion was made by Carlson, 2nd by Pendley to spend up to \$500 dollars on office supplies needed to put a work space together at the hall for the clerk to work in. –Roll Call Vote- Yes-Pendley, Dean, Chachulski, Carlson. –No- None. All in Favor. Motion Carried.

Discussion was held on taking out the old voting booths in the office, Pendley and Carlson will be working on turning the Hall into a working office space.

A motion was made by Chachulski, 2nd by Dean to adjourn. All in favor!

Meeting adjourned 9:15pm

Brittany Carlson
Ellsworth Township Clerk