

SOLON TOWNSHIP
STAFF MEETING MINUTES
February 6, 2019

15185 Algoma Avenue
Cedar Springs, MI 49319
616-696-1718

CALL TO ORDER at 10:00 am by Supervisor.

Present: Gunnell, Ellick, Gerhardt, Hoskins, Doane, Poulsen, Paige

Absent: none

Guests: John Bitely

Departmental Activities

- Assessing – Reviewing year end information. Assessing notices out in 10 days. Deadline is 25th. Board of Review meets March 5 for organizational meeting and March 11 & 13 for review.
- Building – dropped to 4 lines in the log for January.
- Zoning - Working on several complaints.
- Fire Department – New tender should be delivered by next week. Needed adjustment for 63 mph top speed limit and change seatbelts from black to red (per NFPA). SCBA – ordered but Federal Government shutdown delaying delivery (FEMA).

Topics of Discussion

- Auditor contract 2018-2019 – Supervisor to get quote from Spencer Township’s auditor.
- T1 Injector pump rebuild - \$3,079.67.
- Qualified Voter File Computer – **Motion by Poulsen** to approve \$620 for computer and up to \$600 for printer to replace old computer acting up, second by Gunnell, motion carried 5-0.
- **Motion by Ellick** to increase pay for Board of Review members from \$40 to \$65 per meeting, second by Poulsen, motion carried 5-0.
- Board made aware of lawsuit brought against Solon Township by Sable Developing, Inc. and Gary Johnson. Answer to filing due to the Court within 21 days.
- **Motion by Gerhardt** to approve up to \$3,000 to have building plans drawn up for Park restroom facility, pending 2nd quote, seconded by Gunnell. Motion carried 5-0. Supervisor getting quote from Cal, Latitude
- Gerhardt shared information on new website by REVIZE. \$2,000 to set up and \$1500 annual support cost.
- Gerhardt asked for input on switching payroll pay dates for semi-monthly and hourly office employees to coincide with full-time firefighter using bi-weekly schedule. Will put proposal together for next week’s Board meeting.
- Supervisor set 2019-2020 Budget hearing for March 19, 2019 at 7:30 pm at the Township Hall.

Public comment

- John Bitely asked if Planning Commission met in January. Supervisor answered they met January at their regular monthly meeting. Mr. Bitely asked if the report of the ad hoc committee was on the agenda – answered yes, it was on the agenda and discussed at the meeting.

Items for the next regular Township Board Meeting:

- Auditor contract
- Pump rebuild expenditure
- Kent County Fire Commission contract
- Bi-weekly payroll proposal
- 2019 Summer Tax Collection resolution

Adjourned 12:35 pm.

NEXT MEETING March 6, 2019