



Solon Township Hall
2305 19-Mile Road
Cedar Springs MI 49319
616-696-1718

**Minutes of the Regular Meeting of the Solon Township Board of Trustees
June 11, 2013 @ 7:30p.m.**

Meeting called to Order by Supervisor Robert Ellick at 7:30 pm.

Members Present: Robert Ellick, Heather Zenker, Fred Gunnell, John Rideout, Mary Lou Poulsen

Members Absent: none

Pledge of Allegiance & Invocation

Public Comment on Agenda Items : none

Approve Agenda

A motion was made by Ms. Poulsen to approve agenda with addition of funding removal of landscape dirt, seconded by Ms. Zenker. The motion carried 5-0.

Approve Consent Agenda

A motion was made by Mr. Rideout to approve consent agenda with addition to staff meeting minutes showing treasurer's attendance, seconded by Ms. Poulsen. The motion carried 5-0.

- a. Approve minutes from regular Board meeting of May 14, 2013.
- b. Approve minutes from staff meeting of June 5, 2013
- c. Approve Bill List
- d. Fire Chief's Statistics Report
- e. Clerk's Budget Report and Balance Sheet
- f. Building Inspector's Report
- g. Treasurer's Report

Committee Reports

- * Cedar Springs Public Library – Donna Clark.
- * Cedar Springs Parks and Rec – none.
- * Fire Committee report – none.

Old Business

- * **Approve signage for new hall**
Tabled for input from sign company.

New Business

- * **Approve plan for fire chief evaluation**
A motion was made by Ms. Zenker to authorize the Supervisor, Clerk, Fire Committee Chair and Vice-chair to conduct annual evaluation of Fire Chief, seconded by Mr. Gunnell. Motion carried 5-0.
- * **Approve plan to hire custodian**
A motion was made by Mr. Ellick to authorize the Supervisor and Clerk to conduct interviews and hire a custodian at \$55/week. Position will be temporary unless the Board finalizes it at the July Board Meeting, seconded by Mr. Rideout. Motion carried 5-0.
- * **Approve new computer for Supervisor**
A motion was made by Mr. Rideout to approve up to \$800 for new computer and monitor for supervisor, seconded by Ms. Poulsen. Motion carried 5-0.
- * **Approve processing costs for tax bills and newsletter**
A motion was made by Ms. Poulsen to approve \$1,710.22 for preparation and mailing of tax bills and newsletter, seconded by Mr. Gunnell. Motion carried 5-0.
- * **Approve Kent County property offer**
A motion was made by Mr. Ellick to approve purchase of property at 1335 Northland Drive from the county for taxes, seconded by Mr. Rideout. Motion failed 0-5.
- * **Approve D&K disbursement and retainage change**
A motion was made by Ms. Zenker to approve disbursement of \$83,770.94 and retainage change as quoted on pay estimate #10, seconded by Ms. Poulsen. Motion carried 5-0.
- * **Approve plans for stairway addition to fire station**
A motion was made by Mr. Rideout to approve payment of \$400 as quoted by Latitude Engineering to determine feasibility of adding a stairway to the fire station, seconded by Mr. Gunnell. Motion carried 5-0.
- * **Approve wages to Supervisor for Clean-up Days**
A motion was made by Mr. Rideout to approve \$250 payment in wages, seconded by Ms. Zenker. Motion carried 5-0.
- * **Approve expenditure for landscaping dirt removal**
A motion was made by Ms. Poulsen to approve disbursement up to \$450, \$165 for machine rental and \$15/hour wages, to remove topsoil for landscaping, seconded by Ms. Zenker. Motion carried 4-1.

Discussion Items

- Supervisor left room at 8:17 and returned at 8:18 with calendar
- * Open House plan discussion included: putting notice in newsletter, invitations to local pols, tentative date of July 20 or 27 at 1:00 to 4:00, Fire department involvement, musicians, refreshments, write-up in CS Post.

Correspondence

Trustees – nothing

Treasurer – approving fee of \$130 to have computer cleaned up for deputy use.

Clerk – nothing

Supervisor – shared findings for casters on meeting table. Motion by Mr. Rideout to mobilize meeting table up to \$600, seconded by Ms. Zenker. Motion carried 4-1.

Additional public comments: Vickie Babcock on including library fund-raising committee information and farm market information in newsletter w/tax bills.

Adjourn: A motion was made by Ms. Zenker to adjourn, seconded by Mr. Rideout. Motion carried 5 to 0. Meeting Adjourned at 8:35 pm.

Submitted by: Mary Lou Poulsen, Solon Township Clerk