



## Meeting Minutes November 24, 2020 – Special Meeting

### **Call to order:**

The meeting was called to order by the Township Supervisor, Jess McClaughry at 10:00 am. Due to an order from the Michigan Department of Health and Human Services, this meeting was held in a virtual environment, via FeeConferenceCall.com

### **Pledge of Allegiance**

### **Roll Call:**

Present: Jess McClaughry, Supervisor; Dave Lawrence, Treasurer; Rachel Mackson, Clerk; Gail Garrity, Trustee, Laura List, Trustee

Absent: none

Visitors (online/on call): two

### **Agenda:**

There was only one topic planned for this meeting. A formal agenda was not prepared.

### **Public Comment Period:**

The Supervisor opened the floor for Public Comment. None offered.

### **NEW Business:**

- A motion was made by Treasurer Lawrence for the Township Board authorizing TCF Bank to *remove* the names of outgoing township Clerk Linda Bailow and former Deputy Clerk Denise Neff, and *add* the names of incoming Clerk Rachel Mackson and her Deputy Clerk appointee Julie Jacoboni to the bank signatures for all township accounts, with the exception of the tax account.

Roll call vote:

Ayes: List, Garrity, Mackson, Lawrence, McClaughry

Nays: none

- Clerk Mackson stated that she was advised by the Clerk at Grant Township, and confirmed by our auditor's staffer, that we are required to deduct taxes from all employee and Board member's paychecks. Treasurer Lawrence responded that it was never an issue brought to the Board's attention in the past 20+ years. Clerk Mackson mentioned a possible call to IRS, but it was suggested that reaching out to MTA counsel would be a better option.

- Treasurer Lawrence mentioned about new officers' access to MTA. Supervisor McClaughry stated it had been taken care of. Treasurer Lawrence mentioned about Hall alarm security passcodes. Supervisor McClaughry advised that he had provided Clerk Mackson with his passcode as a temporary measure. Clerk Mackson will reach out to the security alarm company. It was suggested that it is probably a good idea to review current status of all passcodes, and issuing a new one to Doug Bailow (hall maintenance).

**Adjourn:**

A motion was made by Dave Lawrence to adjourn, seconded by Jess McClaughry. M/C

**Recorded by:** Jess McClaughry, Supervisor