



### Call to Order

- 7:00 PM – Roll Call taken with Jess McClaughry, Dave Lawrence, Rachel Mackson, Gail Garrity, and Laura List in attendance.
- There were 27 visitors attending.

### Pledge of Allegiance

- Led by Jess McClaughry

### Agenda

- Motion made by Rachel Mackson, seconded by Laura List, to accept the Agenda with the addition by Dave of:
  - New Business: FOIA request and Clerk's Old Computer
  - Old Business: Neighborhood Watch and Treasurer's Keys and Key Fob
    - ✓ Motion carried - approved by all Board Members.

### Regular Meeting Minutes

- Motion made by Gail Garrity, seconded by Rachel Mackson, to approve the March regular meeting minutes with the addition of:
  - Correction to Treasurer's Salary - Regular salary is \$9,841.08 plus \$4,195.60 of which \$3,085 is reimbursed by the State of Michigan.
  - Payment of bills amount updated to \$7,002.87.
    - ✓ Motion carried,
      - "Ayes" – Jess McClaughry, Gail Garrity, and Rachel Mackson.
      - "Nays" – Dave Lawrence, Laura List

### Budget Hearing/Special Meeting Minutes

- Motion made by Gail Garrity, seconded by Rachel Mackson, to approve the Budget Hearing/Special Meeting.:
  - ✓ Motion carried,
    - "Ayes" – Jess McClaughry, Gail Garrity, and Rachel Mackson.
    - "Nays" – Dave Lawrence, Laura List

### Statement of Accounts

- Motion made by Jess McClaughry, seconded by Rachel Mackson, to approve the Statement of Accounts.
  - ✓ Motion carried - approved by all Board Members.

### County Commissioner Report

- Bronwyn Asplund reported that they are still working on the budget. Our law enforcement officers are the lowest paid in the entire state and she hopes we can work on this issue after the budget is fixed.
- But there is also good news – Bronwyn was instrumental in the process to apply for and receive a \$6,000,000 Covid grant for the county and would like to see the funds given to the Townships to use.
- The bid process for the airport land will need to be redone.
- She also passed out a map to show what areas will be sprayed for gypsy moths. The map is posted on the website ([Home | Greenwood Township, Clare County, Michigan](#)) Areas marked in blue will be sprayed. For more information, call 989.539.6401.

### Library Report

- Nancy House presented the Library usage report. E-book downloads are way up. Residents of Greenwood Township had a remarkably high usage of the library compared to surrounding communities.
- After discussion among the audience and the board, Nancy will ask the library to make periodic videos of the

progress on the Surrey House renovation to post on the website.

### Assessor Report

- Due to Covid, Tina Braman could not review all the properties in sections 1-18 as planned. She has obtained an aerial view of the township which has been overlaid over the parcel maps. She can view outlines of buildings and will focus on properties that show discrepancies from what is shown in the assessor's roll. This will apply to properties in sections 1-36 non-subdivision lots as well as those missed last year.

### Public Comment

- Sheila Sachen read a letter.

### Unfinished Business:

- Add website address to Township sign in front of the hall.
  - Because there are several Greenwood Townships in Michigan, many people have trouble finding our website.
  - For now, Jess will add the website in place of the drive safely message so we can see if it is sufficiently visible from the road.
- Audit
  - QuickBooks still has quite a bit that needs to be corrected in the last fiscal year prior to Nov. 2020.
  - The accounting firm thought it would be most cost effective to do our audit simultaneously with fixing the issues – issues that only the accountants can fix.
  - Motion made by Rachel Mackson, seconded by Gail Garrity to have an audit performed for the 2020-2021 fiscal year.
    - X Motion did not carry:
      - Ayes – Rachel Mackson
      - Nays – Jess McClaghry, Dave Lawrence, Laura List, Gail Garrity
- Neighborhood Watch
  - There will not be any in person Neighborhood Watch meetings for the next several months due to a spike in Covid.
- Treasurer's Keys and Key Fob
  - The keys that are used when the hall is rented are still missing.

### New Business:

- Update Budget
  - Along with an explanation of the process for providing numbers for the budget, Rachel distributed:
    - Last year's budget  
~ [20-21-Final-Budget.pdf \(greenwoodtownship.org\)](#)
    - The proposed budget for 2021-22  
~ [2021-2022-PROPOSED-Budget.pdf \(greenwoodtownship.org\)](#)
    - The final Budget to Actual Report of 20-21  
~ Please email [clerk@mackson.org](mailto:clerk@mackson.org) if you would like a copy of the Budget to Actual report.
- Picnic
  - Due to Covid, there will most likely not be a picnic this year.
- Speaker System
  - Jess will continue to investigate options for an update to our sound system and will begin getting quotes for blue tooth speakers.
- Tree Clearing on Harding Rd
  - The road commission provided a quote of \$4500 for clearing trees, ditching, and culverts with the goal of increasing the safety along the stretch of dirt road leading to the Lily Lake public access. \$4,500 would also be contributed by the County Road Commission.
- Re-key front and back door
  - Motion made by Jess McClaghry, seconded by Gail Garrity to approve re-keying of the front and back door of the township hall since there are missing keys.
    - ✓ Motion carried - approved by all Board Members.
- Posting budget and other financial documents on the township website.
  - Since misinformation can often lead to mistrust, Rachel suggested that we post all financial documents on the website so that everyone could see them at any time.
  - After discussion, a motion was made by Jess McClaghry, seconded by Gail Garrity to post only the budget on the website.

✓ Motion carried - approved by all Board Members.

- Recycle Day
  - Recycle day will be Sept. 11, 2021.
  - Jess expects that the grants received last year will continue. With the grants, the cost to the Township is expected to be under \$300.
- Hall Cleaning
  - Jess has an ad placed in the Cleaver to advertise the position.
- Township disbursements, public procedure change
  - Motion made by Jess McClaughry, seconded by Dave Lawrence to providing a report of checks rather than reading them aloud at the meeting.
    - ✓ Motion carried – approved by all Board Members.
- FOIA
  - Dave presented a personal FOIA request.
- Clerk's Old Computer
  - Dave asked about the old computer.
  - The need to have the drive wiped or destroyed due to the sensitive/confidential nature of the data stored was discussed.

#### Payment of Bills

- Motion made by Jess McClaughry, seconded by Dave Lawrence, to approve payment of bills totaling \$27,478.97.
  - ✓ Motion carried – approved by all Board Members.

#### Board Comment

- Jess
  - Invited all Supervisors to a meeting at our township hall.
- Gail
  - Passed along a flyer for free preschool in the county.
  - Website has been updated to a format that works equally well on desktop or phones.
  - She encouraged everyone to sign up to received emails from the Township.
    - ~ [Home | Greenwood Township, Clare County, Michigan.](#)
- Rachel
  - Distributed Balance Sheets, Bank Reconciliations, and Bank Statements for all funds.

#### Adjournment

- Motion made by Rachel Mackson, seconded by Gail Garrity, to adjourn the meeting.
  - ✓ Motion carried – approved by all Board Members.
- Meeting adjourned at 9:25PM



– Greenwood Township Clerk