

Minutes for Colfax Township Meeting

7607 Michigan Ave.

Thompsonville, MI. 49683

June 8th, 2022

The meeting was called to order by Supervisor Ron Seguin at 7:00 P.M.

The Pledge of Allegiance was said.

Roll call of Board members; Ron Seguin Supervisor- here, Audrey Swisher Clerk- here, Barbara Hoseit Treasurer – here, Gene Hoseit Trustee-here, Shelley Greene Trustee- here.

Agenda correction or additions; Need board approval to pay compensation insurance due July 1st, 2022. Amount \$811.00.

Correction Per Shelley Greene, strike 25 people minimum from the agenda, as covid restrictions are no longer in effect.

Ron Seguin, please make correction, Name is spelled Seguin with a G, not Sequin. The Clerk apologized for the misunderstanding.

DeAnn Mosher previous Clerk said the Minutes were not written in the order they should be. This will also be changed.

New Business: Also need Budget review from Clerk so in case funds needs to be transferred from one cost center to another to cover short falls this can be done. i.e. Cemetery to Campground or Tax account or whatever comes up short.

DeAnn Mosher/audience, the numbers on the June agenda are out of order. The Clerk admitted to screwing this up when she typed the agenda and will try to be more careful next time.

Treasurer's report: was questioned about how it was reported, needs clarity, things not in the order they should be.

Tim Ranville; Gregg Kraft both asked her questions and we want answers! This statement is confusing, as I wasn't sure who she was.

Shelley and the audience said the minutes are too brief and not enough of what the Audience comments on are reported, I the Clerk replied that I took a course on how to write minutes for a Township meeting and it was strongly suggested that only the Business of the Board need be reported, and it is best not to include a lot of the audience as this can be construed as hearsay. At this point Ron Seguin submitted a copy of unsigned meeting minutes written by an independent source, who he did not name, for approval by the board along with the Clerks minutes. The Clerk suggested it might be illegal to submit these as record of the Township Board Meeting. Ron Seguin said we must have better minutes for the meeting. Clerk replied she will certainly try to do better.

DeAnn Mosher (audience) gave a report on how minutes should be written. And suggested short and to the point is best.

Tim Ranville (audience) said there was no record of what he said at the last meeting in the minutes. He needed to turn down the thermostat on the electric register behind him as he was getting too hot. Didn't know that heater even worked and don't know when it got turned on! Hope it hasn't been on too long, this could get expensive!

Ron Seguin wanted approval to accept his copy of the meeting minutes of the last meeting submitted from an anonymous individual for the Public, motion approved.

Barbara Hoseit, Treasurer said the reason the treasurers report wasn't given last meeting was because the Clerk stopped the E-statements and she couldn't get her report. That the Clerk needed paper copies of the Bank statements, and this would cost money. (Not true/Township is Grandfathered in a get free paper statements).

The Clerk handed the Treasurer copies of new Bank papers that need to be signed and given back to the bank, this was due to an officer of the Bank not eligible to write up this bank contract for the Township and new paperwork needs to be Re-submitted.

Why is Audrey's name on the checking account? The Treasurer does all transactions. Make Deposit, signs check and mails them out. The Clerk does Payroll and Pays bills and keeps records of the transactions.

Barbara Hoseit, Treasurer: I need to transfer money from the General Fund to the Tax Fund to cover checks I have written. The Clerk countered the first movement as there was no Board approval ask for to do this. (\$37,000.00).and she should not have. I then transferred \$2500.00.

Also, Barbara asked that the Clerk not open the mail when she receives it. The Clerk said she would stop immediately. DeAnn Mosher (audience) said it is not unusual for the Clerk to open the Mail and contact officers as to its importance.

Shelley Greene-Trustee questioned opening Mail and DeAnn Mosher (audience) again explained how it was done in the past. Especially mail addressed to Colfax Township.

Treasurer said Clerk did not say what reports she needed for updating Q-Books.

Shelley Greene and DeAnn Mosher (audience) discussed how to make changes in the Minutes, just line thru and correct.

At this time in the meeting things were getting a little out of hand and an Officer from the Benzie County Sheriff's department arrived in case the meeting got any worse.

Shelley Greene: Web site, Shelley will do the JPC and Zoning. The Clerk will do all other Township information. Shelley will do the change of contact information for JPC and Zoning. The JPC needs to update the zoning site. Shelley made a motion to do this, and Board approved.

New Business: DeAnn Mosher (audience) suggested motion to not pay employee for work at Campground, everyone needs to be insured that works for the Township. Tom Besey (audience) seconded this. It was explained that the reimbursement pay for assistance helping clean up fallen tree limbs etc. would not be paid.

DeAnn Mosher (audience) made comment about misspelled words. Tim Ranville (audience) spoke. There was more discussion about how to properly write the Minutes of the Board meeting.

Ron Seguin made a motion to accept the minutes with the requested corrections, The Copy that the Clerk presented; Barbara H. 2nd, All voted yes.

The Second Set of Minutes submitted by (?) Ron Seguin made a motion to accept Shelley Greene 2nd All yes motion approved for 2nd set of minutes to be admitted.

Commissioners report was given by Evan Warske Reported on happenings on the county level.

Gunnar Brow the Assessor explained that the Poverty resolution needs to be adopted so he can finish his paperwork. This needs to be done every year in January along with setting the Budget for the upcoming year. Poverty resolution/asset levels test for Township poverty guidelines. The poverty resolution written by the Clerk was submitted and approved by the Board at this meeting June 8th, 2022. This being done, along with a copy of this Approved meeting minutes, will be enough to get Gunnar started on his paperwork. In the papers that Gunnar handed out explaining this process, #1 #2 #3 #4 need to be done by the Supervisor and Treasurer for the records, they should have the information necessary to do this. The AMAR can be done later. We need to adopt the resolution as it stands. The dollar amounts can be changed next month. Shelley asked question about setting the dollar amount for assets. DeAnn Mosher (audience) said typically the Guidelines are set in December.

Accept Poverty Guidelines: Ron Seguin made a motion at accept Resolution as presented, Shelley Greene 2nd, Audrey Swisher yes, Barbara Hoseit yes, Gene Hoseit yes, Motion passed.

Ben Popa asked about Zoning for land use permit, Shelley will take care of this.

Tim Ranville from audience talked about his calling the Benzie County Detective office to say Colfax Township is having problems with spending Taxpayers dollars, He needs answers! Suggested a forensic Audit needs to happen. Said he has

contacted the Attorney Generals office, something needs to be done, things are screwed up. You (Clerk) have been in office for a year and a half and now Bank papers need to be redone? Why?

Shelley Greene asked the clerk, when did you become Sexton? This needs to be done at a Board meeting. Tom Besey (audience), you need an education to be a Sexton, you can't just appoint yourself for this. Do you get paid for this? Clerk, No I do not get paid anything other than Clerk Wages for anything I do for the Township. DeAnn Mosher (audience) discussed John Larson, the Township is not contracted with anyone for Sexton as of Now. It was suggested we place and add in the Newspaper for the position. Tim Ranville (audience), what did you do with the money you collected for the Sexton work you have done? Clerk, it was deposited in the Cemetery account.

Why are we paying Campground manager Wages and reimbursement for work done at the Campground? Clerk tried to explain, THIS is not Township money, it is collected from the campers and used to keep the campground clean and supplied pay the annual contract with the State of Michigan. Shelley Greene says it is Taxpayer dollars and can be used for whatever the Township needs it for. DeAnn Mosher (audience) explained the money could be used for things if needed and belongs in the General fund under Campground. Tom Besey (audience) spoke up, there was \$12,000 in the account when the new manager took over, November 2020, where did it go? Clerk reported, Water pump had to be replaced, then fixed (do to vandalism) insurance paid all but the deductible (\$500.), the yearly State contract fees, toilet paper and needed supplies. Tim Ranville (audience) why was Irene Dunham-Thayer (Deputy Clerk) paid for campground? Because no one else volunteers to be present when things need to be done. Tom Besey (audience), why is campground open all year round? Why are there Surveillance Cameras in the Campground? Tim Ranville (audience), tell me who snowplowed all winter? (Not sure we were not charged for snowplowing said Clerk). Tim Ranville (audience), the campground hardly had anyone stay for Memorial Day weekend. Clerk noted that all sites were full all weekend.

Tom talked about handle being taken off when new manager took over and it should have been Tom that took the handle off, suggested this might be a felony.

Tom Besey started in on Gene Hoseit- new manager about taking handle off and why is the campground open all year?

Clerk suggested this needs to be voted on again. The Board took a vote to keep campground open year-round. Ron Seguin, supervisor stated it was voted on at a meeting last fall and approved to stay open year around. This was so water samples could be turned in monthly to qualify for a quarterly water collection if all samples passed. This would save money.

DeAnn Mosher (audience) said we need a true Audit; says she was accused of taking \$32,000.00. Tim Ranville (audience) says he called Detective and Attorney general for a forensic audit. Something wrong is going on. Clerk responded, this is being investigated right now, if you want anyone special doing the Audit, give me names and numbers and I will call them.

Tim Ranville (audience) asked about FOIA he asked for, Clerk explained she needed a written request and had not gotten it yet. Tim asked what the fees would be, not sure until Clerk knows how much Time and material is involved. Tim, there is a guideline already set. Tim was upset he hadn't gotten what he wanted.

Tim Ranville (audience) brought up (MY) son working on the computers. Garry is not my son. Tim needed to know if he was licensed and insured.

Why was Deputy Clerk paid \$16.00 an hour? Deputy Clerk receives \$15.00 per hour when helping Clerk.

The Clerk can't even do the payroll! It was explained, due to prior complications with the Taxes withheld from payroll, not being sent to the Government for quite a few years back, it became necessary for the Township to give Clarke Accounting of Cadillac power of attorney to EFT funds as requested by Government directly from Township General Account and do Payroll until this matter is cleared up. As of this date June of 2022, we have not been officially notified that we are done.

Bottom line The Clerk is being paid to do payroll and you're not doing your job. Clerk explained a lot of Townships do payroll this way, it saves money in the long run. DeAnn Mosher (audience) exclaimed, I Offered to come to the Office and show you how to do payroll. Shelley Greene (Trustee), remember I asked you why the paychecks were a different color.

Ron Seguin said, I promised Tim Ranville 7-days for his FOIA request, Clerk-needed to know what Tim needed.

Clerk was reprimanded for not doing her job and writing the minutes word for word, by Ms. Kallis, from the audience, Shelley G. sometimes there needs to be more in the reports. Tim Ranville, the Clerk needs to record these meetings. DeAnn Mosher (audience) brought up person doing election clean-out in 2020 wasn't paid. Brought up what was discussed in meeting in 2020.

Sandra Griffen (audience) asked if it was legal to record meetings. Tim Ranville (audience) anyone can record meetings, I record all the time, you can't set up a recorder and leave the meeting while you are recording. Everyone agreed.

Ms. Kallis (audience), I have watched you setting there not writing anything down, you can't possibly remember all the things discussed at these meetings.

DeAnn Mosher (audience), you must report all motions. Conversation can be summarized.

Ron Seguin, It's the Clerks job to record minutes period. Maybe we should pay someone else to do this? Someone says, this can't be done.

Irene D. Thayer (audience) states, Tim Ranville has left the meeting, could we move on, it is getting late.

Treasurers Report: Barbara Hoseit, I have settled to the penny with the County. Explained the bounced checks and why she needed to transfer money from the General account to cover checks she had written. Clerk has contacted Tokio insurance to see if this is covered by her bond. Treasurer ask's permission to use her Deputy Treasurer 2 hours a week during Tax season.

Barbara made motion for approval 2nd by Ron S. Audrey yes, Gene yes, Shelley yes, Ron yes, Barbara yes, motion carries.

DeAnn Mosher (audience) certain Dollars can be transferred to cover Tax disbursements when needed by Treasurer, It should have been set up to cover overdrafts.

Shelley Greene (Trustee) made a motion to transfer Money from the General fund to cover overdraft until it is fixed. Clerk will have to keep record until money gets returned to General Fund.

Treasurer to transfer money as necessary and return when problem fixed, report it to the Board Clerk, there needs to be a cap as to how much can be transferred. Barbara made a motion to do this 2nd by Supervisor Ron, Clerk discussed return of \$2500.00 transferred being returned to General Fund Treasurer says it isn't owed the Township as it has been overpaid already! Discussion ensued; this needs to be tabled until Audits are done before making decision.

DeAnn Mosher (audience) couldn't see a problem with allowing the Treasurer to transfer Shelley, could treasurer document in case? set cap at \$10,000. Ron 2nd this motion Shelley yes, Audrey no, Gene No, Barbara yes, Motion Approved. Shelley, need to call special meeting to transfer money. It was decided by the Board that the Treasurer will do all Deposits and mail out all correspondence concerning invoices. The Clerk will just keep records and make out the checks.

Now all, approximately 4 hours later, I hope people can get an idea of why you don't print every word and conversation during a meeting. BUSINESS ONLY! The Clerk's report was given, with Elections coming up have been doing a lot of paperwork in preparation. Purchased new flags for cemetery, been keeping in contact with our auditor, Sent post cards for spring cleanup.

A 10-minute recess was called.

Meeting re-convened.

Supervisor report: nothing to report except contact by Ben Popa and TARP representative could make tonight's meeting.

Shelley gave her JPC report and Zoning Administrators report.

Roof estimates were reviewed, and it was decided to accept bid from Adamzak construction it was decided to be our best plan as they could start the work sooner and they had a complete estimate written. Shelley made the motion 2nd by Ron, Gene yes, Audrey yes, Barbara yes, Shelley yes, Ron yes, motion to hire Adamzak was approved.

The Clerk will contact the accountant at Cadillac accounting and tell them we will no longer be needing their services.

Pay pending bills,

Shelley Greene (Trustee) no pay for the deputy clerk for attending mandatory learning session at Beulah courthouse.

Shelley Greene (Trustee), questioned expense for cameras for Election equipment. This is mandatory per Election Source.

Shelley Greene (Trustee) does not think we should support Cameras to monitor for destruction and vandalism of Campground.

Ron cautioned the audience (no Swearing).

Motion to pay bills was made,

Lengthy audience discussion followed.

Barbara Hoseit (Treasurer) made second motion to pay bills except for the before mentioned, no training, pay for campground help, pay for deputies unless board approved. After Shelley Greene (Trustee) and Barbara Hoseit (Treasurer) checked the bills out a motion was made to pay what was left. Barbara Hoseit (Treasurer) made a motion again to pay Bills, 2nd by Ron, Audrey yes, Gene yes, Barbara yes, Ron yes, Shelley yes.

Public comment:

Tim Ranville (audience) asked the clerk to get him 2 recall petitions.

DeAnn Mosher (audience) and Shelley Greene (Trustee), what is that drop Box out front? It isn't safe, you can put your arm right in it.

At 11:40 P.M.

Ron Seguin made a motion to adjourn the meeting Audrey Swisher seconded.

Audrey Swisher-yes, Gene Hoseit-yes, Barbara Hoseit-yes, Shelley Greene-yes, meeting adjourned

Respectfully submitted by.

Audrey Swisher/Clerk