

LAKE TOWNSHIP, HURON COUNTY
4988 W. KINDE RD., CASEVILLE, MI 48725
Board of Trustees Special Meeting
July 31, 2017 at 11:30 A.M.

Meeting was called to order at 11:30 A.M. Those in attendance: Valerie McCallum, Dorothy Fischer, Clay Kelterborn, Claren Russell. Absent: Dale Hartsell. Pledge of Allegiance was recited.

Drain Tube for Musselman Drain – Kelterborn stated that the round steel tubes have held up well in the past. The squash tubing is more expensive and has had some history of failed tubes in the past. Motion made by Kelterborn to request round steel tube in Musselman Drain, seconded by Fischer. All in favor, motion carried.

Radio for Medical Responders – Elkton Ambulance director, Anthony Jobes, is looking into the cost of radio for Lake Township responder. In the meantime, Elkton has an extra radio which it will loan to our Medical Responders. Motion made by Kelterborn, seconded by Russell, to table purchase of another radio until price is determined. All in favor, motion carried.

Lawn Service for Noxious Weed Ordinance Violations – Zoning Administrator, Tory Geilhart, has begun sending letters of complaint for noxious weeds to residents in violation of the Township law. Since the ordinance allows the Township to mow the lawn if there is no cooperation from the negligent homeowner, Geilhart has asked several lawn services if they would be willing to mow yards if necessary. Only one service is able -Esch Landscaping. The cost will be \$50/hr. per worker. Kelterborn made a motion to authorize the use of Esch Landscaping to mow properties which remain out of compliance with lawn maintenance after all attempts have been made to contact owner. The cost would be forwarded to the owner's property taxes. Motion was supported by Fischer. All in favor, motion carried.

Office Assistant Services – Office assistant, Kim Simpson, has been offered a full time job in another office. In negotiating the office/secretary position for Lake Township it was decided by Simpson that if she could work Monday, Wednesday and Friday for 8 hours it would allow her to accept work at another business two

days a week. That would mean she would work 24 hours for the township, increasing her time by 4 hours per week. Having worked for Lake Township for four years, she is very competent and works well with the public and office workers. Board decided a \$1.50 per hour raise should also be offered to keep competitive with the other job offer. If these changes are implemented, it would also reflect in our policy of one week off for personal time per year for this position. Kelterborn motioned to offer Monday, Wednesday, and Friday at 8 hours per day, \$1.50 per hour increase, and to amend the yearly personal time off to 24 hours per calendar year. The motion was seconded by Fischer. All in favor, motion carried.

There being no further business, the motion was made by Kelterborn to adjourn at 11:55 A.M. and seconded by Fischer. All in favor, motion carried.

Respectfully submitted,

Claren Russell, Clerk