

**MINUTES OF THE September 10, 2020  
REGULAR BOARD MEETING**

The regular meeting of the Onondaga Township Board was called to order on September 10, 2020 at 7:30 PM. The location for this meeting was 4756 Baldwin St., Onondaga, MI.

We said the pledge and had a moment of silence.

Present were Treasurer Rhiannon Schindewolf-DeShais, Trustee Mary Jane Hector, Supervisor Steven Dwight, Interim Clerk Marcie Seavolt and Trustee Jim Tow. There were 6 citizens present.

**SET AND/OR AMEND THE AGENDA:**

Additions were made to the agenda: 4. Updating Permits 5. Discuss Clean Up Day  
6. Tables Steve made a motion to accept the agenda as presented along with the additions. Rhiannon seconded. All Ayes.

**INTRODUCTION OF VISITORS:** None

**PUBLIC COMMENT:** Ray Moore gave an update on portraits. Vicky V. would like to see mileage for Parks and Trails

**FIRE DEPARTMENT REPORT:**

The Fire Chief submitted his report. He also followed up on the Emergency Responders (21 of them) are eligible for COVID-19 hazard pay; \$1000 per person. Chief Tow mentioned that he will be making a supply order in the middle of the month. Steve made mention to Marcie to get with Chief Tow if anything is needed at the Township Hall, such as PPE equipment.

**TREASURER:**

The Treasurer, Rhiannon Schindewolf-DeShais submitted her report. The beginning balance on August 1<sup>st</sup>, 2020 was \$66,703.91 and the end of the month balance on August 31<sup>st</sup>, 2020 was \$47,980.41. She reported that this was an adjusted balance by our auditor based on some uncashed checks that were written by the clerk's office in previous years. Rhiannon reported that the annual Township audit took place August 31<sup>st</sup> and September 1<sup>st</sup>. She also stated that she has been working with Karl Drake and associates regarding the Clerk's office Audit in regard to the IRS issues. Rhiannon stated that our Township lawyer has been contacted and Rhiannon will provide updates as they come in. Schindewolf-DeShais stated the Summer Tax Collection ends Monday, September 14<sup>th</sup> without interest.

**PLANNING COMMISSION:** Mary Jane mentioned that the Planning Commission did not hold a meeting. Reminder was mentioned of the training taking place at the Park.

**CLERK:** Marcie Seavolt stated that things are turning around in the office. She made mention of Jessica Fisher, her deputy, as they are preparing for the General Election.

**ZONING ENFORCMENT:** Report submitted.

**PARKS:**

Rhiannon submitted her report. She mentioned a meeting that is being held on Monday, September 14<sup>th</sup> at 6:30pm. The meeting will consist of discussing date for the Fall Clean-up. She mentioned the praise that was given for all the efforts made and are being made for Baldwin Park. Rhiannon is submitting an amendment to grant. This will include expanding the sidewalk to meet ADA standards. She stated that Matt DeShais will be submitting update on pricing of materials for the renovating of park bathrooms to meet ADA standards. The funds were approved last year for this project, but the project was not able to happen. Rhiannon asked for approval on just the materials. Dwight stated that it was already approved last year. Rhiannon said that she would feel more comfortable with approval of an updated list of materials that will be needed to complete the project. This will be presented at the next meeting.

**SUPERVISOR:** Steve Dwight mentioned the Drop Box and questioned what we were going to do about one. Seavolt asked if Dwight had applied and he said he thought he did but had not heard anything. Seavolt mentioned that Jessica was applying for a grant that could possibly cover the cost. Steve will follow up with Jessica.

**TRUSTEES:** None

**PETITIONS, ORDINANCES, RESOLUTIONS:****APPROVAL OF MINUTES:**

Steve made a motion that we approve the August 13<sup>th</sup> regular board meeting minutes. Rhiannon seconded. All Ayes.

**APPROVAL OF BILLS:**

Steve Dwight made a motion to approve the bills. Rhiannon seconded. All Ayes.

**UNFINISHED BUSINESS:**

1. Conclusion of hiring Cemetery Sexton: Rhiannon recommended that it be tabled until the next meeting and that a job description be drafted/approved as some items need to be added. Steve seconded. All ayes.

**NEW BUSINESS:**

1. Temporary Housing Building Permit: Steve made motion. Hector seconded. All Ayes.
2. Approval of new E-Poll book laptop for election: Steve made motion. Hector seconded. All Ayes.
3. Election Coordinator will run test ballots on October 6, 2020 at 5:30pm. Any election committee members are encouraged to attend.
4. Updating Permits: Seavolt asked for approval to update all trades applications and permits. These will be available on our website and the procedure will be more efficient for all involved. Steve made motion. Rhiannon seconded. All Ayes.
5. Discuss Clean-Up: Rhiannon was approached by township residents regarding this, she was waiting to get bill from Republic before bringing this to the board. Steve does not think the residents were respectful during the last clean-up and does not want to give them another opportunity. He is in favor of a Spring clean-up but not in the Fall. Seavolt has mixed emotions. Tow suggested to switch to Granger services. Steve suggested

switching to Granger for services in general and to discuss that later. Hector makes motion to hire Granger for clean-up day. Tow seconded. Hector, Schindewolf-DeShais, Seavolt, Tow-Ayes. Dwight-Nay. Rhiannon will call to set up with Granger.

6. Tables: Rhiannon recommended investing in new tables like the tables that are in the Township Hall to replace the tables that are in the yellow building. These are for the township residents to rent out for various occasions. Rhiannon also suggested a deposit form and rental form for table rentals. This is will be tabled until next meeting. Rhiannon also brought up rental of the hall. According to Governor's orders: 55 people maximum allowed in hall and masks are mandatory. Funerals allowed; parties are not. Cleaning Log needs to be made for events that take place at the Township hall.

**ANY OTHER BUSINESS:**

**ADJOURNMENT:**

Steve made a motion we adjourn. Mary Jane seconded. Meeting adjourned at 8:23pm.

Minutes Written and Submitted by  
Marcie Seavolt  
Onondaga Township Interim Clerk