

**EUREKA CHARTER TOWNSHIP BOARD MINUTES**  
**MONDAY, APRIL 12, 2021**  
**Approved**

Supervisor Darcia Kelley, at the Eureka Township Hall, 9322 S. Greenville Road, Greenville, MI, called the Regular Meeting of the Eureka Charter Township Board to order on Monday, April 12, 2021, at 7:00 pm. After the Pledge of Allegiance, it was stated that there was a quorum with the following Board Members present: Supervisor Darcia Kelley, Clerk Linda Ruwersma, Treasurer Cindy Hanson; and Trustees Jeremy Austin, Kristen Lower, Brad Kelley, and Tim Johnson. These minutes will not be approved until the May 10, 2021 Regular Board Meeting.

Approximately five others were in attendance including Deputy Brian Snyder and Planning Commission Members Duane Putnam and Linda Weger.

Nothing was said during the First Public Comment.

Trustee Kelley moved, with a second by Treasurer Hanson to approve the March 8, 2021 Board Minutes as written. Motion carried.

Trustee Austin moved, with a second by Trustee Johnson to approve the Treasurer's report showing a balance of \$556,011.58 as of March 31, 2021. Ayes: 7, Darcia, Linda, Cindy, Tim, Jeremy, Kristen, and Brad. Nays: 0. Motion carried.

Trustee Kelley moved, with a second by Trustee Lower to approve the payment of the bills paid in April in the amount of \$48,427.79 covering e-bills 1343-1346 and checks numbering 1501-1546. Ayes: 7, Darcia, Linda, Cindy, Tim, Jeremy, Kristen, and Brad. Nays: 0. Motion carried.

The reports available were from the Planning Commission, Zoning, Sheriff, Library, the Transit showing 104 runs, and the Fire report showing 2 incidents.

The March sheriff report showed a total of 4,648 patrol miles, with 218.5 patrol hours, 47 traffic stops, 1 traffic citation, 294 property inspections, and 1 arrest. Deputy Snyder gave a brief report stating it is getting busier, and new deputies have been hired.

Supervisor Kelley gave a brief zoning report stating that when Dispatch informs the City of Greenville of a burning ban for them, it also includes a ban for Eureka Charter Township.

A brief Baldwin Lake Sewer Project report was given by Supervisor Kelley. After some discussion Trustee Kelley moved, with a second by Trustee Lower to approve the Water and Sanitary Sewer Service Agreement between the City of Greenville and Eureka Charter Township. Ayes: 7, Darcia, Linda, Cindy, Tim, Jeremy, Kristen, and Brad. Nays: 0. Motion carried.

Trustee Austin moved, with a second by Trustee Kelley to agree to establish an escrow account fee for complex zoning applications, which includes anything other than a single-dwelling home, to cover the professional fees. Ayes: 7, Darcia, Linda, Cindy, Tim, Jeremy, Kristen, and Brad. Nays: 0. Motion carried.

Treasurer Hanson moved, with a second by Trustee Johnson to amend the fee schedule to add a line item for an escrow account fee of \$1,000.00 for complex zoning applications, which includes anything other than a single-dwelling home. Motion carried.

Susan Hoppough, Jon Behrends, and Branden Lutz applied for the position of Eureka Charter Township Planning Commission Member. Jon Behrends was the only applicant present to answer questions. After some discussion, Trustee Kelley moved, with a second by Trustee Lower to appoint Jon Behrends to the Planning Commission, effective immediately, to finish the term of Les Lillie which ends December 31, 2022. Motion carried.

Trustee Austin moved, with a second by Trustee Kelley to allow Attorney Cliff Bloom to review all of the Township's regulatory ordinances for between \$2,000.00 and \$3,000.00 and send recommendations back to the Board. Motion carried.

Lawn care bids came in from Cutting Edge Lawn Care, Double A Lawn Care, and Charlie's Angles Lawn & Landscape. After some discussion, Trustee Kelley moved, with a second by Trustee Johnson to approve a three-year contract with Cutting Edge Lawn Care for the lawn care services at the Township Hall, the extra lot across Jordan Road, and the Eureka Township Cemetery. Motion carried.

The Spring Cleanup Day is scheduled for May 8, 2021, with five dumpsters. A notice will be put in the *Daily News*.

Trustee Johnson moved, with a second by Treasurer Hanson to approve a joint resolution with the City of Greenville for a speed study on M-57 between Satterlee and Youngman Roads. Ayes: 7, Darcia, Linda, Cindy, Tim, Jeremy, Kristen, and Brad. Nays: 0. Motion carried.

Supervisor Kelley reported to the Board that in May 2021 Eureka Charter Township will be receiving half of the \$397,521.00 in stimulus money, and the other half will be distributed in March 2022.

Supervisor Kelley explained the digital document preservation system and gave the quote of \$17,000.00 from Applied Imaging. She will get a few more quotes and bring this back to the Board at a later date.

Trustee Lower moved, with a second by Trustee Kelley to approve the Identity Theft Prevention Policy #0-04 as written. Motion carried.

Supervisor Kelley moved, with a second by Trustee Austin to absolve the Contractor Expense Policy dated March 14, 1994. Motion carried.

Next month the Investment and Post-Auditing Policies will be discussed.

Treasurer Hanson stated that the 2020 audit with Berthiaume & Company has been completed and the final reports will be coming soon.

Supervisor Kelley reported that articles for the Eureka Township Newsletter are still being collected until May 31, 2021. She also stated the next Montcalm Townships Association Meeting/Dinner which would have been hosted by Day and Ferris Townships, and scheduled for Tuesday, April 20, 2021, has been canceled

After the Audience and Board Member Comments, Treasurer Hanson gave a brief Planning Commission Meeting report. Supervisor Kelley then adjourned the meeting at approximately 8:30 pm.

Linda J. Ruwersma, CMMC/CMC  
Eureka Charter Township Clerk  
April 13, 2021