

Carlton Township
Regular Board Meeting Minutes
June 14, 2021

Supervisor Brad Carpenter called the regular board meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

Roll Call: Present Board Members: Brad Carpenter, Terri Geiger, Amanda Brown, Scott Bond, and Gary Vandecar

Previous Month Board Mtg Minutes: The May 10, 2021, regular board meeting minutes were reviewed and approved as printed.

Approval of Agenda: Motion by Brad, seconded by Scott, to approve the submitted agenda with two additions. All ayes, motion carried.

Public Comment: None.

Reports:

1. **Treasurer:** Treasurer Report showed that as of May 31, 2021, there is \$387,711.16 in the General Fund, \$122,510.90 in the Fire Fund, \$43,228.60 in the Middle Lake Fund, \$22,938.74 in the Leach Lake Fund, \$309.02 in the Tax Account, \$165,815.34 in the Sewer Account, \$367,192.96 in the GFMM, \$137,365.10 in the FFMM, and \$435,935.34 in the SFMM. Approved as printed.
2. **Upcoming Meetings and Dates:**
 - a. June 16: Freeport Fire Association Meeting at 7 pm
 - b. June 14: Weed & Algae Survey of Leach Lake (PLM)
 - c. June 14: Survey Week of Middle Lake (Clarke)
 - d. June 21: Treatment Week of Middle Lake (Clarke)
 - e. July 12: Carlton Township Board Meeting at 7 pm
3. **Fire Departments:** BIRCH – 40 runs in May, aerial refresher training. Freeport – 6 runs in May, multiple trainings. Woodland – 17 calls in May, dry hydrant and water pump testing. Brad gave report of BIRCH May 20th meeting: election of officers and discussion of fire station renovation, Mercy Ambulance contract extension, and EMS staff shortages.
4. **County Commissioners:** Jon Smelker reported on ongoing remodeling of 911 Center and Courts and Law Building, groundbreaking of Thornapple Manor's assisted living facility, and set-up of county ARPA Advisory Committee.
5. **Zoning:** 12 open complaints, none new.
6. **Sewer:** None.

Old Business:

1. Bids Proposal: 2 sealed bids received by the Board were opened:
 - a. \$17,526.00 bid from Detweilers Construction for township hall roof replacement.
 - b. \$21,400.00 bid from Fox Building Service for township hall windows replacement.
 - c. After Board discussion, motion by Scott, seconded by Terri, to accept both bids.
 - i. Roll call vote, all ayes, none opposed, motion carried.
2. Lake Trust Accounts Change:

- a. After Board discussion, motion by Brad, seconded by Gary, to transfer three Carlton Township checking accounts from Lake Trust Credit Union to Highpoint Community Bank. All ayes, motion carried.
3. Amend Current Budget:
 - a. Motion by Brad, seconded by Amanda, to amend 2020-2021 Fiscal Year Budget cost centers as follows:
 - i. General Fund:
 1. 257-700 Assessor to \$17,689.11
 2. 262-700 Elections to \$6,630.28
 3. 299-700 Administration to \$33,045.98All ayes, motion carried.

New Business:

1. CPI Wage Adjustment:
 - a. Motion by Brad, seconded by Scott, to approve 1.014 inflation rate wage adjustment for board members and assessor.
 - i. Roll call vote: all ayes, none opposed, motion carried.
2. 2021-22 Fiscal Year Budgets:
 - a. Motion by Brad, seconded by Gary, to approve 2021-2022 Budgets for General Fund, Fire Fund, and Sewer Fund.
 - i. Roll call vote, all ayes, none opposed, motion carried.
3. Air Conditioner Purchase:
 - a. Motion by Amanda, seconded by Terri, to approve purchase of portable air conditioner for a total cost not to exceed \$500. All ayes, motion carried.
4. Office Door Improvements:
 - a. After Board discussion, motion by Terri, seconded by Amanda, to approve purchase and installation of service window in office door by Burkey Glass for total cost of \$421.23. All ayes, motion carried.
5. 2021-22 Fiscal Year Meeting Dates:
 - a. Motion by Brad, seconded by Gary, to approve 2021-2022 Fiscal Year Regular Township Board Meeting Dates as presented. All ayes, motion carried.

Approval of Bills: With no objection after the Board looked over the accounts payable list, motion by Brad, seconded by Scott, to approve payment of bills totaling \$21,247.52 from the General Fund, \$42,204.81 from the Fire Fund (pending receipt of invoices), and to accept debit card usage of \$1,701.82. All ayes, motion carried.

Board Member Comments: Board thanked the fire departments for their service. Terri shared that the routine practice of automatic receipt sending after tax payments received would be changed to by request only.

Public Comment: 8:08 – 8:10 pm, 2 speakers.

Meeting adjourned at 8:10 p.m.

Respectfully prepared and submitted by Amanda Brown