

**LOCKPORT TOWNSHIP ANNUAL MEETING
JUNE 11, 2018**

Purpose of the meeting: Annual meeting of the Lockport Township Board.

Members Present: Mark Major, Mike Friesner, Beccy Friesner, Tammy Babcock,
Theresa Gherna-Ankney, Paul Bungart, Doug Kuhlman, Dale Hutson, Rhonda
Wright

Members Absent: Melissa Major

Call to order: The June 11, 2018 annual meeting was called to order by Supervisor Mark Major at 7:01 p.m.

Mark Major lead the Pledge of Allegiance

Approval of Agenda: Tammy made a motion to accept the agenda as amended to show approval of annual meeting minutes of June 12, 2017 and to add appointment of Seber Tans as auditors. Mike will contact Seber Tans to discuss contract for auditing services. Theresa seconded the motion. MOTION CARRIED 5-0.

Approval of Minutes: Mike made a motion to accept the annual meeting minutes of June 12, 2017 as presented. Tammy seconded the motion. MOTION CARRIED 5-0.

2018/2019 Budget:

- A. Mark made 2017/2018 budget amendments per the attached sheet. Paul made a motion to accept the budget amendments as presented. Mike seconded the motion. Roll call vote: Theresa-Yes, Tammy-Yes, Mike-Yes, Paul-Yes, Mark-Yes. MOTION CARRIED 5-0.
- B. Mark presented a detail of 2017/2018 total expenses broke down by actual expenses and budgeted.
- C. Mark made the following increases to the 2018/2019 budget: Salaries-Trustees, Social Security-Township Board, Legal Fees, Trash Day, Office Supplies-Elections, Postage and Phone-Assessor, Assessor salary, Misc-Assessor, Salary-Clerk, Fire Protection-Three Rivers Fire, Fire Operating Costs-Centreville Fire, Postage and supplies-Planning and Zoning, Publishing-Planning and Zoning, Road Repairs, and Ambulance. The following decreases were made: Misc-Township Board, Social Security-Supervisor, Salary-Elections, Contract Labor-Elections, Publications-Elections, Publishing-Elections, Elections Equipment, Misc-Elections, Supplies-Assessor, Computer Svc-Assessor, Salary-Deputy Clerk, Postage and Phone-Clerk, Salary-Treasurer, Salary-Deputy Treasurer, Postage and Phone-Treasurer, Maintenance-Township Hall, Social Security-Fire Protection, Contact Enforcement Officer, and Legal Fees-Planning and Zoning. Total 2018/2019 budget amount of \$584,734. Master plan has been completed and was paid from the 2017/2018 budget. This is updated every five years. Doug suggested more training for planning and zoning board. Master plan general ledger number will be used this year for training. Theresa questioned what the board fee for library meant. This is for meeting attendance so Mark will change to salaries. Mike made a motion to accept the adjusted budget. Paul seconded the motion. Roll call vote: Mike-Yes, Theresa-Yes, Mark-Yes, Tammy-Yes, Paul-Yes. MOTION CARRIED 5-0.

Meeting Dates: Paul made a motion to establish the second Monday of each month at 7 p.m. for the regular township meetings. Mike seconded the motion. Roll call vote: Paul-Yes, Mike-Yes, Theresa-Yes, Tammy-Yes, Mark-Yes. MOTION CARRIED 5-0.

Establish Depositories: Tammy made a motion to accept the following depositories: Southern Michigan Bank, Flagstar, Horizon Bank, Three Rivers Banking Center (aka Sturgis Bank and Trust), and Kellogg Community Federal Credit Union. Paul seconded the motion. Roll call vote: Theresa-Yes, Tammy-Yes, Mark-Yes, Paul-Yes, Mike-Yes. MOTION CARRIED 5-0.

Appointments to Boards:

- A. **Planning Commission:** Tammy made a motion to appoint Laurene Bolz and Sherrie Nowicki-3-year term 2018-2021. Mike seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- B. **Zoning Board of Appeals:** Mike made a motion to appoint Bill Johnson, Paul Miller, Todd Nichols and Rhonda Wright-3-year term 2018-2021. Tammy seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- C. **Water Board:** No appointments made.
- D. **Building Inspector-Tammy** made a motion to appoint SCMCCI-1-year term 2018-2019. Mike seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- E. **Enforcement Officer:** Mike made a motion to appoint Doug Kuhlman-1-year term 2018-2019. Paul seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- F. **Township Attorney:** Tammy made a motion to appoint Bauckham and Sparks (aka Michigan Township Law)-1-year term 2018-2019. Mike seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- G. **Zoning Administrator:** Tammy made a motion to appoint Doug Kuhlman-1-year term 2018-2019. Mike seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- D. **Accountant:** Tammy made a motion to appoint Norman & Paulsen-1-year term 2018-2019. Mike seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.

Adjournment: Paul made a motion to adjourn the meeting at 7:31 p.m. Mike seconded the motion. MOTION CARRIED 5-0.

Respectfully Submitted,

/s/
Rhonda Wright
Deputy Clerk

Minutes Approved: _____