

**MINUTES**  
**REGULAR BOARD MEETING**  
**SILVER CREEK TOWNSHIP**  
**August 14, 2019**

Regular Meeting called to order 7:01 PM by Supervisor Saunders

Flag Ceremony

Roll Call – Present: Trustee Glynn, Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata

Approval of Agenda – motion by Clerk Behnke, seconded by Trustee Glynn. Motion passed unanimously by voice vote.

Call for public comment – Bruce Nevins asked if the Public Safety committee would be continued and Supervisor Saunders noted he talked with Jerry Lundy and no changes are expected. Bonnie Hague is on the Parks/Rec board and wanted to know why they weren't notified about a recent approval to purchase some property using Parks/Rec funding. Supervisor Saunders explained nothing has been purchased yet but if it is, the Parks/Rec board will be the perfect committee to explore development options. Clerk Behnke noted the property only recently came up for sale when the owner came in about a week before last months meeting. Another resident asked if Garrett to Swisher will be paved this year. Supervisor Saunders noted 152 to Dixon is a county primary road, not a township road. Supervisor Saunders is working with the county and appreciates any resident support and suggests he call the County Road Commission. Public comment closed at 7:08 pm.

Approval of Minutes: motion by Treasurer Kuriata and seconded by Clerk Behnke.

For the minutes of the Regular Board meeting on July 10, 2019

Roll call vote: Yes (5) Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata  
Trustee Glynn

No (0)

Abstain (0) – motion carried

For the minutes from the special meeting on August 6, 2019

Roll call vote: Yes (3) Supervisor Saunders, Clerk Behnke, Treasurer Kuriata

No (0)

Abstain (2) –Trustee Zuhl, Trustee Glynn

Motion carried

For the minutes from the Inn-D-Inn Improvement SAD meeting on June 5, 2019

Roll call vote: Yes (3) Supervisor Saunders, Clerk Behnke, Treasurer Kuriata

No (0)

Abstain (2) –Trustee Zuhl, Trustee Glynn

Motion carried

Approval of Bills and Claims – Motion by Trustee Glynn, seconded by Trustee Zuhl  
Roll call vote: Yes (5) Trustee Zuhl, Supervisor Saunders, Clerk Behnke, Treasurer Kuriata  
Trustee Glynn

No (0)

Abstain (0) – motion carried

Reading of Communications – letter from Cass County Road Commission re: ORV use and any interest in a county wide ordinance. This will be forwarded to the public safety committee.

#### Health and Safety Services Reports

Police Report – 24 comp.; 24 prop. inspect.; 5 liquor insp/ 0 viol; tickets;

Blight –2 new comp.- 2 resolved – 0 open at end of July;

4 grass/weed compl closed; 3 grass/weed complaints remain unsolved

#### Fire Report

Indian Lakes – 11 in Silver Creek; 1 in Pokagon

Sister Lakes-

Ambulance Report- 29 total calls, avg resp. 8:14; P1 calls–10 ; P2 calls–19 ; P3calls-0 .

Building/Zoning Inspector's Report – building & demo permits-est const. cost: \$761,325.00

Permits: Building-8; Demo-0; ZC-4;Mechanical-6; Plumbing-1; Electrical-3

Zoning Appeals Board Report – Trustee Glynn – 7/17/19 meeting approved

Planning Commission Report – Trustee Zuhl – had public hearing on 7/24/19 on section 155.053; next meeting is 8/28/19 at 7pm.

Treasurer's Report – General Fund Balance \$140,285.75; Indian Lake Sewer \$237,698.65.

Clerk's Report – all budgets appear on track – culvert budget appears ok.

#### Operational Reports

Indian Lake Sewer – SAW grant winding down, new computer & 2 tablets.

Sister Lakes Area Sewer – SAW grant will be starting soon

Parks & Recreation – Russom park meeting was 7/16/19.

Public Safety Committee – nothing new to report

#### CONTINUED BUSINESS

Solar Energy Systems (Ord 19-01) - discussion – continued to next month for a vote.

Computer updates – Clerk Behnke – after investigating local computer service options, we are using Parrish Reinhoel from Pathfinder Network on an as needed basis to service our computer and network issues. He has done a terrific job so far.

Quickbooks – Clerk Behnke – new version is up and running well.

File Storage – Clerk Behnke – the used fire proof file arrived and works well. Supervisor Saunders will continue to request used fire proof file cabinets to save money and protect our documents.

CPR Class – Clerk Behnke – scheduled for Friday August 23, 2019 9am-1pm for 14 people. Upon successful completion, the participant may receive Red Cross certification.

Condemnation at 28622 Wilson Drive – Administrator Herter talked with the owner; the owner said he didn't receive the letter sent by Adm. Herter; the owner plans to pay the taxes up to date (not completed at the time of the meeting) and then demo the house. Adm. Herter gave him 30 days to get working on this plan and will have an update our next meeting.

Driving Record Review policy – we are in the process of obtaining everyone's signature.

Inn-D-Inn Improvement SAD – cost breakdown from the assessor for this paving project.

### NEW BUSINESS

IOI Payroll services – discussion – we are seeking quotes from new providers and are meeting with them over the next week and have received some quotes via email.

ILIA & RLS update– ILIA and RLS have a signed a contract for 2019. We have copies of last year's contract which was signed and dated the bottom by the supervisor, but we were not given a contract for approval for this year (2019). ILIA does not agree that Silver Creek Township needs to sign the contract between RLS & ILIA in order for Silver Creek Township to make payments to RLS. Silver Creek Township has been advised we need to be included in the approval process (it goes before the board, dates of payment and signatures) in a contract before making a payment. Another option is for ILIA and RLS to have a contract without Silver Creek Township, then ILIA can pay RLS. After RLS is paid, ILIA can submit a claim to Silver Creek Township for reimbursement from the SAD. ILIA's former contract with Silver Creek Township does state ILIA will submit a claim. Any claims follow the usual payment process (going through the board for approval and payment after the monthly meeting). This appears to be the best option for Indian Lake because ILIA can then obtain whatever services they want or need for their lake without waiting for Silver Creek Township board. ILIA does not agree with these two payment options. ILIA requests a meeting with the clerk and Trustee Glynn and our attorney on a weekend to meet with ILIA chairperson and their attorney to discuss other options. Silver Creek Township's attorney advises there is no reason for a meeting, this would be added expense for what is a simple payment process.

AV Voter increase – the clerk's office has been advised that absentee voting has increased 50-75% with the new AV voter law. We made need additional office workers prior to the next election to handle all of the extra AV requests/ballots/processing.

Motion to approve the purchase of 20 more folding chairs. Motion by Supervisor Saunders, seconded by Treasurer Kuriata. Discussion – we will be having a PC/ZBA training here on 9/18/19 and other townships will be attending and sharing the cost.

Roll call vote: Yes (5) Clerk Behnke, Treasurer Kuriata, Trustee Glynn, Trustee Zuhl, Supervisor Saunders

No (0)

Abstain (0) – motion carried

Motion to pay Bailey Asphalt our initial portion of the Inn-D-Inn Improvement SAD paving project. Motion by Clerk Behnke, seconded by Supervisor Saunders.

Roll call vote: Yes (5) Treasurer Kuriata, Trustee Glynn, Trustee Zuhl, Supervisor Saunders, Clerk Behnke

No (0)

Abstain (0) – motion carried

Motion to appoint Wendy Fitzgerald to the the Silver Creek Township Zoning Appeals board as an alternate. Motion by Treasurer Kuriata, seconded by Supervisor Saunders.  
Motion carried by unanimous voice vote.

Motion to transfer \$2,000.00 from Contingencies 999-999 to Computer Consultant 101-972.  
Motion by Trustee Zuhl, seconded by Treasurer Kuriata.

Roll call vote: Yes (5) Trustee Glynn, Trustee Zuhl, Supervisor Saunders, Clerk Behnke,  
Treasurer Kuriata

No (0)

Abstain (0) – motion carried

Other Business – none

Public Comment - none

Meeting adjourned 8:23 pm

Prepared by: Clerk Lorri Behnke 8/15/19

To be approved 9/11/19