

## Bridgeton Township Board Monthly Meeting Minutes

January 22, 2024

- I. Routine Business
  - a. Call to Order/Pledge – Supervisor Barnhard calls the meeting to order at 7pm, starting with the Pledge
  - b. Roll Call – Board Members Present: Barnhard, Dore, Kossen-Priddy, and Holmes. Thompson - absent
  - c. Approve Agenda – Barnhard motions to approve agenda with changes adding; appoint alternate for BOR, and Action Items: L. Snow blowing sidewalks, Action Item M. Junk Days for spring and fall, and Action Item N. FOIA webinar for clerk. Correction to Informational Items B. was skipped change C. to B., D. to C., E. to D., and F. to E., Dore seconds. Passes 4-0-1
  - d. Approve December 2023 Meeting Minutes – Barnhard motions to approve December Meeting Minutes with correction to I. d. change October to November, Holmes seconds. Passes 4-0-1
  - e. Public Comment: Agenda Items – public comment requesting process of how to get a road paved, Treasurer Holmes responded.
- II. Action Items
  - a. Consent Agenda – Motion to approve Consent Agenda made by Barnhard, Holmes seconds. Passes 4-0-1
  - b. Treasurer’s Report- Treasurer Holmes read the treasurer’s report, copy attached. Motion to approve made by Barnhard, Dore seconds. Passes 4-0-1.
    - i. Budget workshop February 24, 2024 10:00am at the township hall
  - c. Adoption of Poverty Guidelines – Barnhard motions to approve with correction to the page titled Specific Requirements For Poverty Exemption, Section I. The Income Test. The first sentence is corrected to read ‘An eligible applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services, Holmes seconds. Passes 4-0-1
  - d. Approve 2024 dates for Board of Review and appoint alternate to BOR
    - i. March 5<sup>th</sup> Organizational Meeting
    - ii. March 12<sup>th</sup> & 13<sup>th</sup>
    - iii. July 16<sup>th</sup>
    - iv. December 10<sup>th</sup>
    - v. Barnhard motions to approve Jim Schuiteman as alternate for BOR, Dore seconds. Passes 4-0-1
  - e. Banyon/AccuFund accounting software Barnhard motions to approve up to \$21,000 to purchase AccuFund software, includes training, implementation, and first year of support, using ARPA funds, after a lengthy discussion concerning current software limitations and advantages to AccuFund, Dore seconds. Passes 4-0-1
  - f. Brine bid for spring/summer 2024 tabled until we receive a list of roads that will be brined and if roads being repaired have been removed from the list. Supervisor Barnhard will also request a schedule of brining
  - g. Advertise for ZBA appointment – Tim Priddy staying on as unpaid Deputy Clerk and will no longer be on the ZBA. Supervisor Barnhard will contact chair of ZBA.
  - h. Meals for election inspectors for February 27, 2024 election for up to \$150.00 Barnhard motions to approve, Holmes seconds. Passes 4-0-1
  - i. Small PDF Supervisor uses this software to create meeting packets, renewed on her credit card. Holmes motions to reimburse Supervisor Barnhard, Kossen-Priddy seconds. Passes 4-0-1
  - j. Folding screen for clerk’s desk Barnhard motions to approve up to \$60 to purchase folding screen, Dore seconds. Passes 4-0-1
  - k. Toner subscription for clerk Holmes motions to approve the 700 pages/month for \$15.99/month subscription, Barnhard seconds. Passes 4-0-1

- l. Snow blowing sidewalks Holmes motions to approve \$25.00 to clear sidewalks making the total \$100 per snow clearing, Dore seconds. Passes 4-0-1
  - m. Spring/Fall Junk Days – Barnhard will be collecting information and requesting pricing. Spring junk day will be at Muskegon, fall will be at the hall
  - n. FOIA webinar for clerk, Barnhard motions to approve for \$25.00, Dore seconds. Passes 4-0-1
- III. Information Items
- a. Bryan Kolk
    - i. commissioners report – Bryan Kolk gave the county commissioners report
    - ii. Neighbor’s driveway on hall property – Supervisor Barnhard will discuss options with township attorney
  - b. Planning Commission Overview Trustee Dore gave overview of January 2024 Planning Commission meeting
  - c. Sexton/Parks Manager Report – Jodi Nelson gave report on trees needing trimming in spring, will refer to cemetery committee at the January 27, 2024 meeting
    - i. Dump trailer, trailer, riding lawn mower purchase for cemetery between 1996-1998. Jim Schuiteman remembers it being a deal made to purchase these items and lawn was mowed for free - possibly
  - d. Newaygo County Road Commission cost sharing letter for 2024 reimbursement for one brine
  - e. Changes in clerk’s responsibilities: new election requirements informational article
- IV. Board Comments: Clerk Kossen-Priddy thanked Peggy Herman-Hinton for her hours of assistance in organizing the voter card file
- V. Public Comment: Non-Agenda Items – no public comments
- VI. Adjournment: Motion made by Supervisor Barnhard to adjourn meeting at 8:41pm, Holmes seconds, Passes 4-0-1

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Ann Marie Kossen-Priddy, Clerk

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Date Signed

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Janis Barnhard, Supervisor

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Date Signed

Bridgeton Township Treasurers Report

December 1<sup>st</sup> - 31<sup>st</sup>, 2023

January 22<sup>nd</sup>, 2024

**General Fund**

Annual Permits (qty 7 - 2024) (no 2023 permits) ....	\$210.00
Daily Passes Tube (Bridgeton) .....	\$78.00
Daily Passes Tube (Maple Island) .....	\$45.00
Zoning - Property Split () ...Special Land Use () .....	
State of Michigan (const. sales tax) .....	\$43,651.00
NCRESA (Nov 7 <sup>th</sup> election reimbursement) .....	\$1,185.72
County of Newaygo (PILT swampland taxes) .....	\$3,227.12

**Bank Deposits**

Deposits (regular/electronic) .....	\$51,166.44
Paid Out (checks/electronic) .....	\$18,224.23
Bank Interest .....	\$207.72
<b>General Fund Available Balance .....</b>	<b>\$852,678.26</b>

**New General Checking Account - Debit Card**

Deposits (electronic) .....	\$1,036.75
Paid Out (electronic) .....	\$1,036.75
<b>New General Available Balance.....</b>	<b>\$1,000.00</b>

**Fire Fund**

Deposits (regular/electronic) .....	\$2,146.12
Paid Out (electronic/checks ).....	\$198.00
Interest .....	\$5.76
<b>Fire Fund Available Balance .....</b>	<b>\$24,384.44</b>

**Road Fund**

Deposits (regular/electronic) .....	\$8,563.02
Paid Out (electronic/checks ).....	\$51.92
Interest .....	\$82.76
<b>Road Fund Available Balance .....</b>	<b>\$332,567.12</b>

**Tax Account**

Deposits.. (regular/electronic) .....	\$286,199.79
Paid Out (electronic/checks ).....	\$16,563.37
Interest .....	\$21.29
<b>Tax Fund Available Balance .....</b>	<b>\$192,000.96</b>

July 1<sup>st</sup>- December 31<sup>st</sup> we have 1148 summer parcels paid

December 1<sup>st</sup> - 31<sup>st</sup>, we have 249 winter parcels paid

I still have to do my county disbursement from December 16<sup>th</sup> thru 31<sup>st</sup>

**Total for General, Fire, Road, Tax, New General \$1,402,630.78**