

Colfax Township
5594 N 192nd Avenue, Walkerville, MI
231-742-8216
April 1, 2025 Minutes

Meeting was called to order by David Leonard, Supervisor at 7:00 pm

Roll Call	<u>Board Members</u>	<u>Present</u>	
	David Leonard, Supervisor	X	
	Shelby Branch, Treasurer	X	
	Corinne Norton, Clerk	X	
	Brad Norton, Trustee	A	
	Stuart Overway, Trustee	X	Public: 8 attendees

Board/Public Meeting

Motion made by Shelby Branch to accept agenda seconded by Corinne Norton. Vote voice carried.

Yes – 4, No – 0

Motion made by Shelby to accept previous month's minutes, seconded by Corinne. Vote voice carried

Yes – 4, No – 0

Motion made by David Leonard to accept Treasurer's Report seconded by Shelby. Vote voice carried

Yes – 4, No – 0

Motion made by Shelby to accept Invoices seconded by David. Vote role carried. Yes - 4, No – 0

Shelby Branch, David Leonard, Corinne Norton, Stuart Overway - All yes

Treasurer Report:

David will complete the ARAP (COVID) report. Corinne went over Invoices explaining larger amounts paid in March - Fire Department Contract, Retirement Program, Assessor's pay.

New Business:

Swear-in New Deputy Treasurer – Jim Yancey was sworn-in as new Deputy Treasurer by David Leonard. David explained how Jim will assist the Treasurer.

2024-2025 Fiscal Year Budget Adjustment/Reconciliation – The Board met and went over 2024-2025 budget items to confirm adjustments needed. 2024-2025 will be presented in May. Motion made by David to accept reconciliation seconded by Shelby. Role call – David L., Shelby B., Corinne N., and Stuart O. All - Yes

Payroll Program- Corinne explained difference from Quick Books Enterprise and Quick Books Desktop. With QB Desktop, we were being charged subscription fee plus \$6.00 per payroll check.

Beach Cleanup – Shelby presented the board a quote on beach cleanup which included leaf removal from beach and sifting of the beach sand. The owner of the business does private and public beaches. Monies used would be from the MI Class account. Motion made by David and seconded by Stuart. Vote role – David L., Shelby B., Corinne N., and Stuart O. All Yes

Township Hall Mowing – Quotes will be submitted by (mowing and weed cleanup date) A. Purdy and J. Yancey
Computer Upgrade Estimate from DMC – Clerk, Treasurer and Deputy Clerk are working with outdated computer systems. Need upgrades on Security and Systems. The funds have been included in the 2025-2026 budgets.

Motion made by Shelby B. and seconded by David L. Vote role – Shelby, David, Corinne and Stuart. All Yes

Security Camera Update – Sheriff's Dept. will do a 3-month trail program with cameras in different locations (more populated areas).

Adding New Deputy Treasurer to LOSB Accounts – Shelby B. motioned and seconded by David L. to remove Bob Abbott and add Jim Yancey to the LOSB accounts.

Public Comment:

It was mentioned that the cameras should also be located on the east side. It was noted that there are cracks showing up on WaterWonderland. David said he would check into the matter.

Motion made by David to adjourn meeting seconded by Stuart Overway. Vote role/voice carried. Yes – 4 No – 0

Meeting was adjourned at 7:58 pm

Colfax Township Clerk
Corinne Norton