

Minutes of the Special Board Meeting
Robinson Township Board of Trustees
March 26, 2020 at 7:00 p.m.
12010 120th Ave, Grand Haven, MI 49417

Present: Supervisor Kathryn Kuck, Treasurer Bonnie Hayward, Clerk Christine Saddler and Trustee Bernice Berens and Trustee Travis Vugteveen

Vugteveen made a motion supported by Berens to approve the agenda with the removal of the invocation and pledge. Motion carried.

Hayward made a motion supported by Berens to open the Budget Public Hearing. Motion carried.

The public hearing notice was read. The budget was reviewed. The proposed wage schedule was revised: with a .25 increase instead of .23 for: secretary, maintenance, Deputy Clerk, Deputy Treasurer and a .22 increase for the election clerk position.

Hayward made a motion supported by Vugteveen to close the budget public hearing. Motion carried.

Vugteveen made a motion supported by Berens to approve the revised wage schedule. Roll call vote was taken with all members present voting yes. Motion carried.

Vugteveen made a motion to approve Robinson Township General Appropriations Act for the 2020-2021 fiscal year with a millage rate of 1.0450 subject to rollback. Resolution No. 2020-03-11. Roll call vote was taken with all members present voting yes. Motion carried.

No budget amendments were presented

Due to the COVID-19 pandemic and subsequent "Stay Home Stay Safe" Executive Order 2020-21 which has resulted in the reduction of operations at the Township office, Kuck made a motion supported by Berens to pay the hourly essential employees (secretary, Deputy Clerk, maintenance) for their normal number of hours worked, if in office or at home, beginning March 23, 2020 until the stay at home order is lifted or if terminated by the Board. Roll call vote was taken with all members present voting yes. Motion carried.

Kuck made a motion supported by Berens to pass Emergency Spending Resolution No. 2020-03-12 establishing an approval process for any expenditure for a six-month period due to the COVID-19 pandemic and resulting anticipated impacts on the receipt of revenues. Roll call vote was taken with all members present voting yes. Motion carried.

Saddler made a motion supported by Kuck to hire Sheila Bekius as an Election Clerk for no more than 10 hours a week to assist with the processing of absentee ballots before the three remaining elections in 2020. A roll call vote was held with all members present voting yes. Motion carried.

Kuck made a motion supported by Vugteveen to postpone cleanup day due to the COVID-19 epidemic. Motion carried.

Kuck made a motion supported by Saddler to approve Resolution No. 2020-03-13 Northwest Ottawa Recreation Authority (NORA) Millage, which places a millage proposition on the August 4, 2020 ballot with the dollar amount to be collected from the levy to be added to the resolution. Roll call vote was held with all members present voting yes. Motion carried.

Vugteveen made a motion supported by Hayward to approve a quote from McKellips and Sons Heating for repair to the boiler for the Fire Department at a cost of \$4,225. Roll call vote was held with all members present voting yes. Motion carried.

Hayward made a motion supported by Vugteveen to approve the quote for the purchase of 10 pagers for the Fire Department from Tele-Rad. Roll call vote was held with all members present voting yes. Motion carried.

Kuck will make the required official notifications to all employees as to their status of being essential or non-essential.

Hayward made a motion supported by Kuck to pay the current bills and upcoming bills due to the Coronavirus situation as the Emergency Spending Resolution is in place and will provide oversight. Motion carried.

Vugteveen made a motion supported by Berens to adjourn at 8:11 p.m.

Respectfully submitted,

Christine Saddler
Robinson Township Clerk