

Lee Township
Annual Budget Meeting

March 28, 2020

The annual budget meeting of the Lee Township Board was called to order at 10 am at the Lee Township Hall located at 877 56th Street, Pullman, Michigan.

In response to the Governor's Executive Order, the Lee Township board is meeting with a quorum to adopt the annual budget as required by law. Not all members were present due to risk factors of the COVID 19 virus.

Members Present: Trustee Galdikas, Supervisor Owen and Clerk King.

Members Absent: Treasurer Lowery and Trustee Black.

State of the Township Report: Supervisor Owen read past year's projects and accomplishments. (Full report attached)

Fire Chief's Report: Fire Chief Chamberlain reported that the fire department has completed all completed all required FEMA training for basic fire. The officer's training is scheduled for 2020. The new training officer is Shawn Brundzo. Shawn has been part of the township for the past 3 years and served for 14 years at his previous community. Also promoted was Zack Clark who will now be the Captain and is very much respected by the other fire fighters for the good job that he has been doing. The Fire Department is still struggling with man power and staffing adequate staff during the daytime hours. The department will be looking to recruit new staff and Chamberlain will provide Trustee Galdikas with information to be shared with the local high school Seniors. Other upcoming items scheduled for completion is the replacement of air packs, refurbishing engine 12, truck 55 and freshening up Station 2.

Budget Discussion: All members were provided a proposed budget and discussion took place regarding the upcoming projects.

A motion was made by King and seconded by Galdikas to adopt the budget as presented for the budget year 2020-2021. Roll call vote was taken: Yes -Galdikas, Owen and King. Motion carried.

General Appropriation Act: A motion was made by King and seconded by Galdikas to adopt the General Appropriation Act for budget year 2020-2021. Roll call vote was taken: Yes – Galdikas, Owen and King. Motion carried.

A motion to adjourn the meeting was made by Owen and seconded by Galdikas. All voted "Aye." Motion carried.

Meeting adjourned at 11:05 am

Minutes submitted by:

Jacquelyn King, Clerk

STATE OF THE TOWNSHIP-provided by Scott Owen, Supervisor

April 2020

It has been and is an honor to serve the people of Lee Township. During this time of the Covid-19 Pandemic I salute our essential workers who dedicate and risk their lives for the health of others. Thank you to my fellow board members who are dedicated to the improvement of Lee Township.

We maintain fiduciary standards that allow us to meet the needs of the township within budget constraints, while continuing to search for ways to help improve this township for the health and safety of our residents.

Lee Township secured a grant from EGLE (formally known as DEQ) to help eliminate up to 2,000 scrap tires within the township, reducing pollution and health issues. Residents can dispose of tires for free at the Transfer Station on April 4th. Over 10,000 tires from pre-1991 will also be removed through this grant for a total of \$24,000 grant funds.

Quarterly Master Plan meetings provide the Board time for strategic discussion with electors, in order to set short and long term goals for the betterment of the township. The next Master plan meeting is June 22nd.

I am proud to note a climbing and positive growth in investment in our community. 2017 statistics show that Lee Township residents invested \$1,754,108 in building improvements. In 2018, investments were \$2,159,064, and in 2019 that figure grew to \$2,208,890, bringing over \$6 million dollars' worth of improvements into Lee Township in the past 3 years.

We remain focused in this next fiscal year on enforcing our ordinances and positively impacting blight and dangerous buildings in Lee Township. Completing the Lower Scott Lake dam improvement work and renegotiating the Ambulance service contract for our residents. Our current provider (AMR) backed out of the current contract and has proposed a significant increase in our subsidy that compels us to research other ambulance companies to supply Lee Township with cost effective service we can count on.

Other Relevant Reports:

The Lee Township Fire Department was busy in 2019 reporting and responding to 150 calls which was in line with the 151 calls from last year. The department has dedicated hours of training each year and takes their job very seriously. From grass fires to ice rescue you can count on Lee Township Fire Dept. to respond quickly and act efficiently. Fire Chief Chamberlain and his volunteer firefighters dedicate many hours of unpaid labor to refurbish all vehicles when necessary adding to the efficiency of resources when needed.

First Responders again had another busy year, under the leadership of Albert Rawson, responding to 414 calls, with 374 medical, 21 fire and 19 PI accidents this past year. First Responders are vital to the health and prompt safety of our residents, assisting those in need first, until other medical professionals arrive.

Thank you to Fred Rawson at the Transfer Station, for the excellent job running the station and directing proper waste management for the township. The Board continues to support providing all homestead properties with 2 dump tickets to use at the Transfer Station in an effort to curb blight issues.

I would also like to thank Jim Rawson for taking care of our Parks and refuse, along with Vicki Lindsey who keeps our offices and Town Hall clean.

With recommendations from our Road Committee, the Township participated in the gravel road program in 2019, applying over 1,500 Cubic yards of gravel on 53rd St. from Nadeau to 105th all the way to the cemetery. We also used our road millage to pave 1.5-2" inch asphalt on 58th from 109th to 106th completing another mile and a half towards the goal of keeping our roads safe.

Lee Township has 26.5 miles of asphalt roads. Since 2012, millage funds have been used to chip coat and fog seal over 15 miles of asphalt roads and have overlaid fresh hot mix asphalt on 6 miles of road, as well as bringing a lost stretch of .5 mile of gravel road back to 3" asphalt in Lee Township. Please continue to support the road millage so we can protect and preserve the roads we all rely on.

Not to be forgotten, is our 46.5 miles of gravel roads of which many residents live on. We continue to add and replace gravel when we can. The Board has approved two annual applications of dust control.

This Year ACRC will crush reshape and pave the remaining two miles of primary road from 53rd and 103rd St. to 104th St. along with adding at least 2' paved shoulders (at no cost to the Township).

We have approved for bids for paving 105th St. from 56th to 53rd and hope to adjust the budget to include this for 2020. Any "proposed" project for 2020 maybe pushed to the next year if necessary, to accommodate the new budget.

I would also like to remind residents of a 211 Crisis Line, with operators on call to assist and direct you to the help you need.

Lee Township
Annual Meeting of Electors
March 28, 2020

The meeting of the Electors of Lee Township was called to order by Supervisor Owen at 11:05 am at the Lee Township Hall located at 877 56th Street, Pullman Michigan.

Supervisor Owen appointed Tim Kotas as chairperson. Tim spoke briefly regarding with the current pandemic and the impact it will have on the coming year. There will be a focus on funds available to cover such things as elections and other facets of the local government. The Township will want to take advantage of funds to increase communication for residents through improved translation of current information, maximizing use of social media and the township newsletter.

With the impact of the virus on those in the community and everywhere culmination will need to take place after it's over. It will be an adjustment for life to get back to normal and until then we all need to look after each other.

Comments: Chief Chamberlain stated that the fire department is looking for ways to protect the community and protecting themselves with new cleaning practices being adapted.

Meeting was adjourned at 11:20 pm.

Minutes taken by:

Jacquelyn King, Clerk

Lee Township
Budget Adjustments March 2020

General Fund:

| | | |
|----------------------------|-----------------------------|--------------|
| Township Officials | | |
| 101.100.715 | FICA/Twp Board | \$ 100.00 |
| Township Board | | |
| 101.101.801 | Professional Fees | \$ 2,200.00 |
| 101.101.900.1 | Printing & Pubishing | \$ 400.00 |
| Clerk Expense | | |
| 101.215.801 | Professional Fees | \$ 300.00 |
| Assessor Expenses | | |
| 101.257.801 | Professional Fees | \$ 2,000.00 |
| 101.257.818 | Contractual Fees | \$ 2,400.00 |
| 101.257.960 | Capital Outlay | \$ 700.00 |
| Election Expenses | | |
| 101.262.727 | Office Supplies | \$ 210.00 |
| 101.262.801 | Professional Fees | \$ 1,200.00 |
| Building & Grounds Expense | | |
| 101.265.853 | Telephone | \$ 2,200.00 |
| 101.265.900 | Publishing | \$ 500.00 |
| 101.265.921 | Utilities - Propane | \$ 5,700.00 |
| 101.265.970 | Capital Outlay | \$ 1,600.00 |
| Police Expenses | | |
| 101.301.801 | Operating Supplies -Police | \$ 70.00 |
| 101.301.818 | Contractual Fees | \$ 5,500.00 |
| 101.301.867 | Gas & Oil | \$ 200.00 |
| Drains | | |
| 101.445.801 | Drains | \$ 28,000.00 |
| Street Expense | | |
| 101.446.8811.1 | Graveling | \$ 23,000.00 |
| Landfill Expense | | |
| 101.526.818 | Contractual | \$ 12,500.00 |
| 101.526.818.1 | Contractual services -other | \$ 200.00 |
| 101.526.920 | Utilities - Electric | \$ 200.00 |
| Water System | | |
| 101.536.920 | Water System - Utilities | \$ 200.00 |

Lee Township
Budget Adjustments March 2020

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|--------------|----------------------|-----------|
| Park Expense | | |
| 101.691.702 | Wages | \$ 300.00 |
| 101.691.715 | FICA | \$ 20.00 |
| 101.691.818 | Contractual Services | \$ 200.00 |

| | | |
|------------------|-----------|-----------|
| Library Expenses | | |
| 101.790.853 | Telephone | \$ 500.00 |

| | | |
|----------------|--|---------------|
| Total Expenses | | \$ 90,400.00 |
| Fund Balance | | (\$90,400.00) |

Fire Department

| | | |
|----------------|-----------------------|---------------|
| 206.336.714 | Clothing | \$ 1,000.00 |
| 206.336.727 | Office Supply | \$ 50.00 |
| 206.336.740 | Operating Supplies | \$ 150.00 |
| 206.336.801 | Professional Services | \$ 200.00 |
| 206.336.853 | Telephone | \$ 400.00 |
| 206.336.920 | Utilities - Electric | \$ 1,500.00 |
| 206.336.921 | Utilities - Propane | \$ 5,000.00 |
| 206.336.931 | Building Maintenance | \$ 1,100.00 |
| Total Expenses | | \$ 9,400.00 |
| Fund Balance | | \$ (9,400.00) |

First Responders

| | | |
|----------------|------|------------|
| 210.651.715 | FICA | \$300.00 |
| Total Expenses | | \$300.00 |
| Fund Balance | | (\$300.00) |