

Lee Township
Workshop Minutes
September 17, 2020

The Special Workshop Meeting of the Lee Township Board was called to order at 6:00 pm at the Lee Township Hall located at 877 56th Street, Pullman, Michigan.

Board Members Present: Trustee Hatfield, Trustee Galdikas, Treasurer Lowery, Supervisor Owen and Clerk King.

Purpose of the Meeting: Filing for the CRLGG Grant and discussion on how to use the funds. The grant application needs to be submitted prior to September 23rd and includes requirements for use of funds and reporting requirements.

Discussion took place on who would be filing, signing and submitting the paperwork. The grant is very specific on the way it can be spent and it must be used on COVID19 expenses which would limit to what it could be used for.

Treasurer Lowery suggested that we have already incurred extra expenses due to COVID19 with the PPE required, safety measures for the office and Clerk King has also incurred many expenses to be prepared for the August election for PPE, safety barriers and sanitizing along with extra expenses for the mailing of ballots with preprinted envelopes that were required by the State.

A suggestion was made to spend on technology allowing the board to safely conduct meetings by ZOOM with subscription fees ranging for PRO at \$149.90 to Business at \$199.90. Trustee Hatfield will do more research on cost.

Treasurer Lowery and Clerk King will pull bills for past expenses and look into future expenses that will be required to operate the township office safely.

Trustee Galdikas estimated purchased PPE and safety measures around \$3000.00 already incurred by the township. Some other expenses that will need to be considered would be election related such as refurbishing the laptop used for elections. This could leave some money to go toward helping other non-profit agencies such as PHP and the Linking Center, Legal Assistance, and the local elementary school.

A motion was made by Owen and seconded by Lowery to apply for the CRLGG Grant and utilize the funds to cover COVID19 related expenses for the township with PPE, technology for online meetings and possible financial assistance to 3 agencies listed as well as the local school if not receiving their own funds from grant. All voted "Aye." Motion carried.

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

Meeting adjourned at 7:11 pm.

Minutes submitted by: Jacquelyn King, Clerk