

Regular Meeting of the Board of Trustees

Of

Ingham Township

December 17, 2018

**Meeting was called to order** by Supervisor Elliott at 7:00 pm

**Pledge recited**

**Roll:** Present: Trustee Harns, Treasurer Speck, Clerk Parsons, Trustee Braman, Supervisor Elliott

Absent: none

**Fire Personnel Present:** Fire Chief Speck

**Minutes:** Harns made the motion which was supported by Braman to accept the November minutes as submitted. All in favor.

**Fire Chief:**

- Reports submitted
- Spartan Motor inspection for new truck is January 16, 2019
- Risk Assessment at the school is January 16, 2019
- ITFD delivered Santa to the community gathering
- Active Shooter policy, equipment and training investment will total up to \$10000.  
Parsons made the motion which was supported by Braman for the township to cover \$5000 of the cost with the fire department budget covering \$5000.  
Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott  
Motion passed.
- Wetland Gear DNR grant was granted. Fire Dept portion is \$4999
- Applying for a State Fire Marshall grant for training to cover bus and car extrication
- Lighting bids were collected and accepted.
- Ingham County Chiefs' meeting will be held at FD in January
- Chief requested approval to budget \$250 for the January Fire Chiefs' dinner.  
Parsons made the motion which was supported by Harns to approve budget.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None

Motion passed.

**Fire Personnel:**

Chief stated that he had a personnel issue that he needed to discuss and felt it was best to go into closed session.

Parsons made the motion which was supported by Speck to go into close session at 7:15. All in favor.

Meeting was moved from closed session to open session at 7:45.

Roll: Present: Trustee Harns, Treasurer Speck, Clerk Parsons, Trustee Braman, Supervisor Elliott

Absent: none

Harns made the motion which was supported by Parsons to place the 2 fire fighters who were discussed in closed session on indefinite suspension until an investigation could occur and legal advice could be obtained.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None

Motion passed.

**Correspondence:**

- Parsons submitted an email from Rosemarie Clark concerning county taxes. Parsons will respond.
- Parsons submitted a letter to Supervisor Elliott announcing her resignation from her clerk position effective June 30, 2019. Parsons stated that she has been honored to work with board and represent the township for the last 17 years.

Harns reluctantly made the motion which was supported by Braman to accept Parsons' resignation. All in favor.

Parsons will post the position on Facebook and website the first of January, requesting letters of interest and resumes to be submitted by mid-January so that interviews can occur at meeting. Person will be applying for the clerk's position but will be appointed as a deputy in the months prior in order to learn the election portion of the position and take the necessary classes to become certified as an election coordinator.

**Old Business:**

- Ground Water Testing  
Harns made the motion which was supported by Braman to not allow township properties to participate in the testing but Clerk Parsons will notify the owners of the land which was previously tested to get approval for testing. All in favor.

**New Business:**

- Speck stated that the computer server that the township uses is 10 years old and no longer able to handle all of the data the township is requiring it to store. IT Right has worked with it to condense and remove applications that are not used but it is still in need of an update. Speck made the motion to upgrade to a new, larger server at the cost of \$4708.10 to ensure the safety of township data. Braman seconded motion.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None      Motion passed.

**Budget Amendments:**

- Parsons made the motion which was supported by Harns to make the submitted fire department budget amendments.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None

Motion passed.

**Payable Submission:**

- Harns made the motion which was supported by Braman to pay the township bills as submitted.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None

Motion passed.

- Harns made the motion which was supported by Braman to pay the fire department bills with the inclusion of a bill of \$8836 to cover the purchased hoses.

Roll: Ayes: Braman, Harns, Speck, Parsons, Elliott

Nays: None

Motion passed.

Harns made the motion which was supported by Braman to adjourn.

All in favor.

Meeting adjourned at 8:10.

Respectfully submitted by

Marie E. Parsons, Clerk

Ingham Township

