Tentative: X

Approved:

**Pokagon Township Board Minutes**

**February 14, 2018**

The meeting of the Pokagon Township Board was called to order on Wednesday February 14, 2018 at 7:00 pm. Roll call of members showed the following members present: Linda Preston, Renee Meiser, Gary Mihills, and Kevin Young. Absent: Bob Shaffer. Supervisor Preston opened the meeting and led the pledge of allegiance.

Motion made by Gary Mihills and supported by Kevin Young to approve the January 10, 2018 regular meeting minutes as submitted. Motion carried by voice vote.

**PUBLIC COMMENT:** None

**REPORTS**

**Supervisor:** Linda – had a meeting with Cass County (Hazardous Plan), Habitat for Humanity – Dowagiac House has an application, MTA- Lansing, Policy Governance

**Clerk:** Old election equipment was picked up. New equipment delivered, Election inspector training coming up in June, Election training & new equipment training in March (Clerk), Clerk projects for 2018 include: organizing & purging election records (started), taking election supply inventory ( we will need to purchase all new voting instructions and other miscellaneous items), ballot containers have to be recertified, need to find space within township building for all election equipment and supplies to be stored and locked together (which will mean removing and getting rid of some unneeded items), purchased memory (storage) sticks and have loaded board meeting minutes, quickbooks (replaced previous unit), and will save some of the clerks important computer documents.

Clerk received 2018 engagement letter for Pokagon Township 2018 Audit from Kruggel Lawton CPA. Renee advised the township to retain Kruggel Lawton for this current audit season and asked for feedback from the board.

\*\*\* Gary moved and Kevin supported, for Pokagon Township to retain Kruggel Lawton CPA to perform the Audit for 2018. All ayes. Motion carried.

**Treasurer:** Kevin Young reported general fund balance at $403,901.86

Final day tax collections February 28th – 9 am to 5 pm

**Assessor:**

Bill Kays-(absent) Setting up BOR notices / BOR review on March 12th and March 15th

\*\*\*2018 Poverty guidelines: Linda read the 2018 poverty guidelines used in determination of poverty exemptions for 2018. Linda moved, and Kevin supported to approve the application for property tax poverty exemptions for 2018. All ayes. Carried.

\*\*\* Motion by Linda and supported by Kevin to approve the 2018 income standards and the asset standard for the property tax poverty exemption guide. All ayes. Carried.

**Building Inspector:**  1 permit for January

**Zoning Administrator& Blight:**

Zoning- 1 permit for January

Blight: some issues resolved – working on some of the same.

**Ambulance:**

SMCAS-Gary Mihills reported 2 calls in December- 10 minutes & 27 minutes, 6 calls in January -13 min, 16,17,24,13 minutes.

Pride Care- Linda read the report- 16 calls in January- 10 priority 1/ 10 min 1 sec – 6 priority 2 -7 min 6 seconds. Received their quarterly report.

Linda attended CVBESA

**Fire Department:**

Indian Lake: no representative- report provided – 3 calls / all Silver Creek

Pokagon VFD: Chuck Bower reported 7 calls in January

**Zoning Board of Appeals:**

No business

**Planning Commission-**

The Planning Commission meets on March 13, 2018 @ 6:00pm

**Cemetery Board:**

None

**Transfer station:** Closed - Opening March 3rd weather permitting – Hours are currently 8-12. Linda will monitor what is needed and adjust accordingly.

**Bills:**

Motion made by Gary and supported by Kevin to pay bills as submitted in the amount of $14,318.43. Motion carried by roll call vote.

**Unfinished Business:**

Imagine Cass – Linda attended

Road Commission Meeting - Linda attended

Fire Contracts-

Dowagiac contract will need to be edited before signed and completed

Pokagon – Casino addition – additional revenue to fire department? – to be discussed

**New Business:**

Wolverine Pipeline – April meeting?

Recycling – State Initiative – affecting costs and rates

Dowagiac Schools – Transportation Facility- looking at City Water hook-up.

Asset forfeiture report completed / Linda

Pokagon Township Budget Work meeting scheduled for Tuesday March 6, 2018 @ 6:00 pm.

Linda moved, Gary supported to adjourn.

Meeting adjourned at 8:40 pm.

Renee Meiser, Clerk

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