

**Vergennes Township – 10381 Bailey Dr. Lowell, MI 49331**

## **Regular Meeting of the Township Board**

**May 18, 2020**

### **Minutes**

The meeting was called to order by Tim Wittenbach at 7:02 p.m. Pledge followed.

**Roll Call** –Gillett, Hoffman, Wittenbach, Mork and Rasch were all present, none were absent.

**Approval of the Agenda** – Motion made by Mork to approve the agenda as presented. Hoffman seconded the motion. All members voted yes. **Motion carried.**

**Approval of the April 20, 2020 Township Regular Board Meeting Minutes** – Hoffman motioned to accept the minutes as presented. Gillett seconded the motion. All members voted yes. **Motion carried.**

**Treasurer's report** was given and bills were presented, adding one that had been omitted for Core High Com Inc for \$468.75. Mork motioned to accept the Treasurer's report and approve the bills with the addition. Gillett seconded the motion. All members voted yes. **Motion carried.**

**Public comment** – There was no public comment

### **Old Business –**

1. **Township Hall New Building Project Update** – Mechanical and Electrical blueprints will be done soon. State current predictions are not as dire as first forecasted. Board discussed and will address again next month.

### **New Business –**

1. **Covid – 19 preparedness policy for employees** – Policy was developed from information distributed by the CDC, Kent County Health Department and the State of Michigan recommendations. Gillett motioned to accept the policy and review it monthly. Hoffman seconded the motion. All members voted yes. **Motion carried.**

2. **Township Operating Millage Rate for 2020 - Headlee Rollback Rate is 0.8196** (last year 0.8360) – Wittenbach motioned to accept the millage rate. Gillett seconded the motion. All members voted yes. **Motion carried.**
3. **Trident Insurance discussion** – We have not received the numbers yet to approve. New provider will be AIC with Dave Emmett.
4. **Clerk Resignation letter** – Clerk Heather Hoffman submitted her resignation letter effective June 1. Wittenbach thanked Hoffman for her time of service and motioned that her resignation be accepted. Gillett seconded the motion. All members (sadly) voted yes. **Motion carried.**
5. **Interim Clerk appointment** – Wittenbach motioned that job opening be noticed with application deadline of May 27 for special meeting on June 1 at 4 p.m. to appoint a Clerk to serve until November 19. Gillett seconded the motion. All members voted yes. **Motion carried.**

**Zoning Administration report** – Jeanne Vandersloot submitted a written report to the board and went through it for the board.

**Public comments** - There were none

**Wittenbach adjourned the meeting at 8:38 p.m.**

**The next regular meeting is June 15, 2020**