

**Deerfield Township – Mecosta County  
Regular Board Meeting  
396 Fourth Street  
Morley, MI 49336  
November 11, 2021 7:00PM**

1. Meeting called to order at 7:00pm by Supervisor, Phil Stier, all those in attendance recited the Pledge of Allegiance.
2. Supervisor, Phil Stier asked if there were any veterans in attendance that the Board might be able to thank them for their service. There were no veterans in attendance. A moment of silence was observed for all veterans, first responders, and fire fighters who have given their lives in the line of duty.

**3. Roll call:**

Supervisor, Phil Stier – here  
Clerk, Michelle Lewis – here  
Treasurer, Sheila Lingle – here  
Trustee, Gary Lambrix – absent  
Trustee, Brian Carey II – here

Also in attendance were Ray Steinke and Jan Steinke.

**4. Approval of Agenda:**

Sheila Lingle made a motion to approve the agenda with the addition of 13.C Quickbooks, seconded by Phil Stier. Motion carries.

**5. Approval of Minutes:**

Sheila Lingle made a motion to approve the October 14, 2021 Regular Board Meeting Minutes, seconded by Brian Carey II. Motion Carries.

**6. Treasurer's Report:**

Treasurer, Sheila Lingle reported that the Tax Account balance was \$7,736.12, General Fund Balance of \$199,654.25, and a Money Market Balance of \$159,975.43 for total assets of \$367,365.80. We are still collecting some summer taxes, and have disbursed the Qualified Forest funds. Sheila is expecting to receive the winter tax rolls around Thanksgiving and then will begin the computer work to get things ready.

Brian Carey II made a motion to accept the Treasurer's report, seconded by Phil Stier. Roll call: Gary Lambrix – absent, Brian Carey II – yes, Sheila Lingle – yes, Phil Stier – yes, Michelle Lewis – yes.

**7. Approval of Bills and Payroll:**

Bills paid were BS&A \$721.00, Great Lakes Energy \$11.40, John Hancock \$45.00, Xerox Corporation \$25.46, Mecosta County Drain Commissioner \$6,110.99, Mike's Dumpster Rental

\$1,650.00, United States Treasury \$721.66, Spectrum Business \$249.96, Sheila Lingle \$17.92, and payroll in the amount of \$3,486.68.

Sheila Lingle made a motion to approve bills and payroll in the amount of \$13,040.07, seconded by Brian Carey II. Roll call: Brian Carey II –yes, Gary Lambrix –absent, Phil Stier –yes, Sheila Lingle –yes, Michelle Lewis –yes.

**8. Public Comment:**

Ray Steinke asked about a copy of bills and payroll, and was informed that per MTA guidelines that is not a report that has to be put out for the public at the meetings, however the bills that are paid each month are listed in the minutes and he could come into the office and request to view the bills.

Ray Steinke also reported that the trailer on 3 mile was cleaned up.

**9. Reports:**

**A. County Commissioner report per Ray Steinke:** stated that they would not know about the rescue money until December or later. Asked about Deerfield Township's stance of the Road Project Assistance Resolution. He didn't feel that it would go through. Stated the Commissioners had helped put in the fuel depot and kept up the maintenance. A thing to go back to the county the house on the corner of 170th and 4 mile has a large pile of garbage out behind it.

**B. Assessor Report:** Wayne Sutherland was absent but had sent an email he wanted to make everyone aware that Board of Review meeting is December 14<sup>th</sup> from 7-9 pm, and asked for a reimbursement of an external hard drive that was purchased by him to keep the township assessing records on in the amount of \$74.00.

Phil Stier made a motion to reimburse Wayne the \$74.00 for the hard drive, seconded by Sheila Lingle. Roll call: Brian Carey II –yes, Phil Stier –yes, Sheila Lingle –yes, Michelle Lewis –yes, Gary Lambrix –absent.

**10. Old Business:**

**A. Sign:**

It was agreed that we would table the sign discussion until the spring.

**B. Newsletter:**

A copy of the newsletter was given to each Board member that was present. These will be on the back of the winter taxes, and the cost would be the \$100 conversion and one penny per bill as discussed at the last meeting.

**C. Snowplowing:**

Phil Stier had spoken with Gary Lambrix and he was not interested at this time, we also received quotes from M&M Lawn Care for \$80 a plow this included plowing the lot shoveling the ramp and salting, and from Heckman & Son at \$30 a plow this included the plowing of the lots and shoveling of the walks and salting. Seasonal price would be \$400.

Brian Carey II made a motion to go with Heckman & Son on a per plow basis, seconded by Phil Stier. Roll call: Sheila Lingle –yes, Brian Carey II –yes, Michelle Lewis –yes, Phil Stier –yes, Gary Lambrix –absent.

**11. New Business:**

**A. ARPA Funding:**

Phil Stier called and spoke with Heather at Mercantile Bank about where we should put the ARPA money to gain the most interest so we are able to track it separately. She recommended putting it in a municipal checking as that is where it will gain the most interest at this point.

Phil Stier made a motion to open a separate municipal checking for the ARPA funds, seconded by Sheila Lingle. Roll call: Brian Carey II –yes, Sheila Lingle –yes, Phil Stier –yes, Michelle Lewis –yes, Gary Lambrix –absent.

**B. Refund of Hall Deposit:**

Sandra Heminger wrote a letter asking for a refund of a hall deposit that she has carried over year after year as she would no longer be able to rent the hall. It was determined that the Board needed proof that she had not received the deposit back already.

**C. Quickbooks:**

The township currently has 2 separate versions on 2 separate computers and that has caused some confusion in the past. If we moved to the online version it would eliminate some confusion and we would have access to it anywhere we could access the internet in case of a computer crash or other loss.

Phil Stier made a motion to move to the online version of Quickbooks, seconded by Sheila Lingle. Roll call: Brian Carey II –yes, Sheila Lingle –yes, Phil Stier –yes, Michelle Lewis –yes, Gary Lambrix –absent.

12. Meeting adjourned by Phil Stier at 7:56pm.