

**BALTIMORE TOWNSHIP MINUTES – REGULAR MEETING**  
**December 12, 2017**

BOARD MEMBERS PRESENT: Supervisor Chad VanSyckle, Treasurer Melissa VanSyckle, Clerk Penelope Ypma, Trustee Mike Altoft, Trustee Jake Ypma.

Meeting called to order at 7:00 p.m. by Supervisor VanSyckle.

**Pledge of Allegiance** to the flag was recited.

**PUBLIC COMMENT:** Scott Adams reported that he needed the Marihuana Coordinator Clerk, Chad VanSyckle, sign before a notary the “opt in” forms so he can apply to LARA for early growing. Sue Willison questioned the reason why Baltimore Township pays \$2,500 to Union Cemetery Association.

**MINUTES:** Without objection or correction, the November 14, 2017 minutes were approved. Moved by C VanSyckle, supported by P. Ypma. All aye. Motion carried.

**TREASURER’S REPORT:** Report provided. No discussion. Approved as read.

**APPROVE WARRANTS:** Moved by J. Ypma, supported by C. VanSyckle, to approve payments for checks #11434-11455 in the amount of \$11,958.39. All ayes. Motion carried.

**UNFINISHED BUSINESS:**

ACH (Automated Clearing House) & ETF (Electronic Transfer Funds) Policy – Supervisor VanSyckle reported he was “ok” with the sample policy distributed last month. Trustee Ypma disagreed. Trustee Ypma reported that he understands the policy needs to have a written procedure developed and adopted by the Treasurer and presented to the Township Board before we can adopt the ACH & ETF Policy, as stated in the policy presented last month. Moved by C. VanSyckle, supported by J. Ypma, to table until treasurer prepares a policy. All ayes. Motion carried.

**MARIHUANA APPLICATION UPDATE:** Marihuana Coordinator Clerk, C. VanSyckle, reported that he has 2 applications from Scott Adams (1 grow & 1 processor). Another person has verbally requested an application, but has nothing in writing.

**NEW BUSINESS:**

**UNION CEMETERY** - the board discussed an email received from Assyria Township Supervisor, Mike Timmons, reporting reorganizing Union Cemetery Association. The board heard comments and took questions from residents present regarding the possibility of Baltimore Township giving ownership of Union Cemetery to the two townships in which the Union Cemetery resides (Johnstown & Maple Grove). Moved by J. Ypma, supported by P. Ypma, to table discussion until after a special meeting on December 28, 2017, at 7 PM, at Johnstown Township. All ayes. Motion carried.

**ETF PAYMENTS** – Treasurer VanSyckle reported that she would like to change the date in which 941 payments are received and posted. Moved by C. VanSyckle, supported by P. Ypma, to allow for the treasurer to post 941 payments on the 1<sup>st</sup> of every month with payroll. All ayes. Motion carried.

**SUPERVISOR’S REPORT:** Supervisor VanSyckle reported on a letter received from the Bluebird Association. The Bluebird Association thanked the board for participating by having bluebird houses at our cemeteries.

**TRUSTEE REPORT:** Trustee Ypma reported receiving a request from a township resident to discuss what the board can do to prevent Fracking within the township. The board agreed to gather information for discussion at a later date.

**COMMISSIONER'S REPORT:** Commissioner Heather Wing absent.

**LIMITED PUBLIC COMMENT:** None

**ADJOURNMENT**

Meeting adjourned at 7:40 p.m.

ATTESTED BY:

\_\_\_\_\_  
Chad VanSyckle, Supervisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Penelope J. Ypma, Clerk

\_\_\_\_\_  
Date