

**BALTIMORE TOWNSHIP MINUTES – REGULAR MEETING**

**August 13, 2024**

PRESENT: Supervisor Chad VanSyckle, Treasurer Melissa VanSyckle, Trustee Aaron VanSyckle, Trustee Jake Ypma, Clerk Jana Bishop

Meeting called to order at 6:59 p.m. by Supervisor VanSyckle.

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

**PUBLIC COMMENT:** J. Ypma discussed the history of the difficulties in finding a replacement clerk and the board’s decision process in establishing the current salary.

Unknown attendee discussed established office hours and the affordability of the clerk salary.

**MINUTES:** Without objection or correction, the Regular Meeting minutes of July 9, 2024 were approved. Moved by M. VanSyckle, supported by J. Ypma. All ayes. Motion carried.

**AUDIT:** Katherine Sheldon of Rehmann (former Walker, Fluke & Sheldon) discussed the findings of the recent audit. Comments included:

- Frequency of completing an audit
- Next steps in the audit process
- Material weaknesses including budgeting
- Comparative information
- Fund Balances
- Audit approval is due September 30

C. VanSyckle made a motion to approve submitted audit, supported by A. VanSyckle. All ayes. Motion passed.

**TREASURER’S REPORT:**

General Fund: Beginning Balance as of July 1, 2024	\$ 657,638.79
Receipts:	\$ 4,175.18
Disbursement/Bills:	\$ 47,282.85
Ending Balance as of June 30, 2024	\$ 614,531.12

**Money Market – July 2024**

	Interest	Total
12 month CD @ Lake Trust	\$383.65	\$110,515.11
12 month CD @ Lake Trust	\$192.61	\$ 53,699.94
Savings @ Lake Trust	\$ 2.74	\$ 64,591.59

M. VanSyckle made a motion to allocate \$60,000 for road expenditures from the general fund to the marijuana funds. Supported by A. VanSyckle. All ayes. Motion passed.

**CLERK’S REPORT:**

**Voting:** Primary election went well. Discussed the number of election inspectors, shifts and Board of Canvasser comments. Election totals: Early voters = 99; 193 absentee ballots sent out, 161 were returned; 328 voters on election day.

**Cemetery:** The plotting of the new section is complete.

**BS&A:** Upcoming training for the Accounts Receivables, Accounts Payable, General Ledger and Payroll modules.

Additional discussions regarding:

- Use of the outside box
- FOIA request from Baltimore Terrace Mobile Home Park
- Excess office equipment
- Cash handing guidelines

**APPROVE WARRANTS:** M. VanSyckle moved to pay the bills as presented, supported by C. VanSyckle. All ayes. Motion passed.

**OLD BUSINESS:**

**Pay:** C. VanSyckle will poll other townships regarding clerk's pay. Tabled until next month.

**NEW BUSINESS:**

C. VanSyckle received a quote for \$250 to clear brush near drive. M. VanSyckle made a motion to approve \$250 to clear brush. Supported by A. VanSyckle. All ayes. Motion passed.

C. VanSyckle thanked everyone that ran for office and congratulated those that won.

The next fire meeting is 6:30 p.m. on August 22.

**COMMISSIONER'S REPORT**

Commissioner B. Campbell provided an update on Barry Commission activities.

**PUBLIC COMMENT:**

Discussion about planning and zoning compliance officer. C. VanSyckle will speak to J. McManus.

Discussion about Cloverdale Road drain that needs clearing.

A. Taggert thanked everyone for election support.

**ADJOURNMENT**

Meeting adjourned at 8:47 p.m.

ATTESTED BY:

Chad VanSyckle

Chad VanSyckle, Supervisor

9-10-24

Date

Jana Harding-Bishop

Jana Bishop, Clerk

9-10-24

Date