Approved
Concord Township Board Meeting
Minutes
October 14, 2024

The Concord Township Board held a regular meeting at the Township Office at 121 Grove Street, Concord, Michigan, 49237.

Board members present:
Treasurer Judy Clark, Supervisor David Saenz, Clerk Terri Butts, Trustee Guthrie Colburn and Trustee Stephanie Finegan.

Board members absent: None

Public Attendance:
Earl Poleski, Richard Kline, Ken Wyatt and Deputy Jacobson.

Supervisor David Saenz called the meeting to order at 5:30 pm.

Pledge of Allegiance was recited.

Approval of Agenda:
Meeting Agenda for this meeting was approved with adding ARPA under Old Business. Colburn made a motion to accept and Clark seconded. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Public Comments:
Commissioner Poleski gave updates on the County and you can visit the County website at https://www.mijackson.org/365/Jackson-County-Commissioners for additional information.

Minutes:
Motion was made by Clark seconded by Colburn to accept the minutes from September 2024. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Approval Agenda - General Fund Bills:
The General Fund bills were presented by Clerk Terri Butts in the amount of $33,592.22 after removing typos. Motion was made by Colburn and seconded by Clark to approve the disbursements. Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried.***

Consent Agenda:
Reports accepted by the Consent Agenda;

- Revenue and Expenditure Report and Financials Report - Treasurer Judy Clark.
- Fire Reports - Trustee Colburn
- Police Blotter Report - Deputy Jacobson
- Planning Commission - Trustee Finegan
- Assessing Report - None

Old Business/Unfinished Business:

a. ARPA Inputs – fund roads. Discussion of what is allowed including paying for past invoices.

New Business:

a. Record Management and Record Disposal Dates. Clerk Butts presented copies of the Concord Township Records Management to the board members and will follow-up with a record retention schedule to the board members by email. Clerk Butts outline all members responsibility for record retention and disposals. Clerk Butts stated in January 2025 to provide her with disposal records to have shred.

b. Free Narcan for our office. County Clerk sent email to advise available how many we wanted. Butts made a motion to accept Narcan and seconded by Finegan. Voice vote, All in Favor Aye, 4 Ayes, 0 No, 0 Absent, 1 Abstain. ***Motion carried***

c. Received $6000 grant from Institute of Responsive Government – input of what we need to purchase for Elections.

Board Comments:

Butts - AV ballots out in mail
Clark – Sept 3rd 2024 Forfeitures was 834 properties. Constitutional revenue sharing amount should be around $180,377 which includes a $2000 funding.
Colburn - none
Finegan - none
Saenz - ARPA review. Sending Power Point to board members. Erie & N. Concord truck overturned and dumped 150 gallons of diesel and EGLE was notified. Planning Commission to receive map from EGLE Solar and wind suitability.

Adjournment:

A motioned by Colburn, seconded by Finegan to adjourn at 6:24pm.
Voice vote, All in Favor Aye, 5 Ayes, 0 No, 0 Absent. ***Motion carried***

Terri Butts, Concord Township Clerk 10/15/2024.

Minutes approved at the November 2024 Regular Board Meeting.