

**Convis Township Board Regular Meeting**  
**Tuesday March 14, 2023, 7:00 PM**  
**Convis Township Hall**  
**19500 15 Mile Road, Marshall, MI 49068**  
**Minutes**

**Call To Order:** Supervisor Harvey called the meeting to order at 7:00 PM with the pledge to the flag.

**Board Members present:** Supervisor Ryan Harvey, Clerk Kim Collins, Treasurer Kristy Kipp, and Trustee John Swartz.

**Absent/Excused:** Trustee Elyse Bibbings

**Agenda:** Agenda accepted as presented.

**Minutes:** Motion made by Kipp, seconded by Swartz to approve the minutes of the February 14, 2023, Regular Township Board meeting as presented. In favor: 4 Ayes. Opposed: None. Motion carried.

Motion made by Kipp, seconded by Swartz to approve the minutes of the February 22, 2023, Budget Workshop as presented. In favor: 4 Ayes. Opposed: None. Motion carried.

**Sheriff Deputy Report:** Deputy Williamson reported on activity for February 2023.

**Public Comment:** None

**Public Hearing on FY 2023-2024 Budget:** The regular meeting was recessed, and the Public Hearing on the FY 2023-2024 Budget was convened at 7:02 PM. Supervisor Harvey opened the Public Hearing with an invitation for public comment on the proposed budget. Hearing no questions or comments from the public in attendance, the Public Hearing portion of the meeting was closed at 7:03 PM. Supervisor Harvey reconvened the regular meeting at 7:03 PM.

**Adoption of FY 2023-2024 Budget:** Motion made by Swartz, seconded by Kipp to adopt the Convis Township FY 2023-2024 Budget as presented. Roll call vote: Ayes: Collins, Harvey, Kipp, Swartz. Nays: None. Motion carried.

**Convis Township General Appropriations Act 2023:** Motion made by Kipp, seconded by Swartz to adopt the Convis Township General Appropriations Act 2023 as presented. Roll call vote: Ayes: Harvey, Kipp, Swartz, Collins. Nays: None. Motion carried.

**Unfinished Business:**

**Semco Energy Request for Grant of Franchise:** The proposed agreement was reviewed by the township attorney, who reported the franchise agreement is standard and saw no issues with its contents or wording. Motion made by Kipp, seconded by Collins to adopt Ordinance 2023-03-05 Grant of Franchise to Semco Energy Company as presented. Roll call vote: Ayes: Kipp, Swartz, Collins, Harvey. Nays: None. Motion carried.

**New Business:**

**Resolution 2023-03-01 Supervisor Salary:** Motion made by Collins, seconded by Kipp to adopt Resolution 2023-03-01, Resolution to Establish Township Officers Salary, FY 2023 (Supervisor) as presented, with a salary amount of \$23,713.34. Roll call vote: Ayes: Swartz Collins, Harvey, Kipp. Nays: None. Motion carried.

**Resolution 2023-03-02 Clerk Salary:** Motion made by Swartz, seconded by Harvey to adopt Resolution 2023-03-02, Resolution to Establish Township Officers Salary, FY 2023 (Clerk) as presented, with a salary amount of \$32,927.81. Roll call vote: Ayes: Harvey, Kipp, Swartz, Collins. Nays: None. Motion carried.

**Resolution 2023-03-03 Treasurer Salary:** Motion made by Collins, seconded by Harvey to adopt Resolution 2023-03-03, Resolution to Establish Township Officers Salary, FY 2023 (Treasurer) as presented, with a salary amount of \$32,927.81. Roll call vote: Ayes: Swartz Collins, Harvey, Kipp. Nays: None. Motion carried.

**Wage Committee Recommendations:** Motion made by Harvey, seconded by Swartz to approve the Wage Committee recommendation as presented, effective April 1, 2023, adding a cost-of-living adjustment of approximately 8.7% to the salary of Assessor, Assistant Assessor, Dep. Clerk, Dep. Treasurer, Dep. Supervisor, and Cemetery Sexton, and other per meeting and hourly adjustments as recommended by the Wage Committee. Roll call vote: Ayes: Collins, Harvey, Kipp, Swartz. Nays: None. Motion carried.

**Fee and Payment Schedule Update:** Motion made by Collins, seconded by Kipp to approve revisions recommended by the Wage Committee to the Convis Township Fee and Payment Schedule as presented, effective April 1, 2023. Roll call vote: Ayes: Harvey, Kipp, Swartz, Collins. Nays: None. Motion carried.

**Resolution 2023-03-04 Budget Amendment:** Motion made by Harvey, seconded by Kipp to adopt Resolution 2023-03-04 Fiscal Year 2022-2023 Budget Amendment as presented. Roll call vote: Ayes: Kipp, Swartz, Collins, Harvey. Nays: None. Motion carried.

**New Horizons Property Management 2023 Season Township Hall and Cemetery Proposals:** Motion made by Swartz, seconded by Collins to approve New Horizon service proposal agreements as presented for a period of three years, excluding dirt removal from Porter Cemetery. Roll call vote: Ayes: Swartz, Collins, Harvey, Kipp. Nays: None. Motion carried.

**Cemetery Lot Reorganization Surveying:** Motion made by Kipp, seconded by Swartz to approve a bid from Koch Land Surveying as presented, to survey Section B of Austin Cemetery at a cost of \$4,200.00 and Section C of Porter Cemetery at a cost of \$5,800.00. Roll call vote: Ayes: Collins, Harvey, Kipp, Swartz. Nays: None. Motion carried.

**Correspondence:** Supervisor Harvey provided an update from the Calhoun County Road Department, announcing 3 of 4 maintenance proposals for local road work were approved.

**Treasurer's Report:** Motion made by Collins, seconded by Harvey to approve the treasurer's report as presented. Roll call vote: Ayes: Harvey, Kipp, Swartz, Collins. Nays: None. Motion carried.

**Pay Bills:** Motion made by Harvey, seconded by Swartz to pay all bills in the amount of \$53,150.67. Roll call vote: Ayes: Kipp, Swartz, Collins, Harvey. Nays: None. Motion carried.

#### **Committee/Township Representative Reports**

**Zoning Administrator:** Carl Fowler reported there is an application for rezoning in process.

**Bellevue Fire Control Board:** The next meeting is scheduled for March 20, 2023.

**Calhoun County Road Department:** Supervisor Harvey noted the Calhoun County Board of Commissioners recently approved 1 million dollars of county ARPA funds to be allocated for road projects.

**Custodian:** Ron Petty reported 3 rental days for the month of February.

**Ambulance Authority:** Margaret Harvey reported on the February meeting. The next meeting is scheduled for March 16, 2023.

**Building/Park Committee:** No report

**Cemetery Committee:** No report

**Marshall Township Fire:** The next meeting is scheduled for April 11, 2023.

**Planning Commission:** The next meeting is scheduled for March 27, 2023.

**Board Member Comments:** Clerk Collins reported there is a school election scheduled for May 2, 2023, for Marshall Public Schools sinking fund.  
Supervisor Harvey announced the date and time for the final day of March Board of Review.

**Final Public Comment:** None

**Adjournment:** Supervisor Harvey adjourned the meeting at 7:31 PM.

Kimberly L. Collins  
Convis Township Clerk

Approved as printed, at the April 11, 2023 regular meeting of the Convis Township Board of Trustees.