

**Convis Township Board Regular Meeting  
Tuesday June 11, 2024, 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 Trustees Elyse Bibbings and Frank Irish.

**Absent/Excused:** None

**Agenda:** Agenda accepted as presented.

**Minutes:** Motion made by Kipp, seconded by Irish to approve the minutes of the May 14, 2024, Regular Township Board meeting as presented. In favor: 5 Ayes. Opposed: None. Motion carried.

**Sheriff Deputy Report:** Deputy Madsen reported on activity for May 2024.

**Public Comment:** Calhoun County Sheriff Steve Hinkley provided an update on activity within his department and details on recent conferences he attended.

**Unfinished Business:**

**Email Migration:** Motion made by Bibbings, seconded by Kipp to approve the updated proposal from VC3 as presented, for email migration at a cost of \$2,015.00 plus recurring fees of \$82.50 per month. Roll call vote: Ayes: Bibbings, Collins, Harvey, Kipp, Irish. Nays: None. Motion carried.

**New Business:**

**Audit Report:** Motion made by Bibbings, seconded by Kipp to approve the annual audit report from Siegfried Crandall PC as presented. Roll call vote: Ayes: Collins, Harvey, Kipp, Irish, Bibbings. Nays: None. Motion carried.

**Bellevue Community Fire Department Agreement:** Motion made by Kipp, seconded by Collins to approve the Amended and Restated Agreement of the Bellevue Community Fire Department agreement as presented and further authorize Supervisor Harvey to negotiate Article VII. 'Termination' as needed and fully execute the agreement thereafter. Roll call vote: Ayes: Harvey, Kipp, Irish, Bibbings, Collins. Nays: None. Motion carried.

**Zoning Administrator Resignation:** Zoning Administrator Carl Fowler submitted a written resignation effective July 1, 2024. Motion made by Collins, seconded by Bibbings to accept the resignation as presented. In favor: 5 Ayes. Opposed: None. Motion carried. Jen Bomba with Calhoun County Community Development has agreed their office is willing to take over Zoning Administrator duties until a suitable replacement can be found. The current contract with the county will be reviewed and adjusted if necessary to cover the additional duties.

**Building Official/Building Inspector:** Motion made by Harvey, seconded by Irish to enter a contract with and hire Bryan Powers as Building Official/Building Inspector. Roll call vote: Ayes: Kipp, Irish, Bibbings, Collins, Harvey. Nays: None. Motion carried.

**Mechanical Inspector:** Motion made by Harvey, seconded by Irish to accept independent contractor Daniel Plyler as Mechanical Inspector for Convis Township. Roll call vote: Ayes: Irish, Bibbings, Collins, Harvey, Kipp. Nays: None. Motion carried.

**Re-Appointment of Planning Commission Members:** Motion made by Kipp, seconded by Bibbings to re-appoint Randy Barnes, Mike Johnson, and Gary Wyman to the Planning Commission for 3-year terms ending 6/30/2027. In favor: 5 Ayes. Opposed: None. Motion carried.

**Correspondence:** None

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

**Pay Bills:** Clerk Collins noted an addition to the bills, \$4,403.07 township advance amount to Calhoun County Road Department. Motion made by Harvey seconded by Kipp to pay all bills as amended in the amount of \$52,460.13. Roll call vote: Ayes: Collins, Harvey, Kipp, Irish, Bibbings. Nays: None. Motion carried.

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

**Zoning Administrator:** No report.

**Bellevue Fire Control Board:** The next meeting is scheduled for June 17, 2024.

**Calhoun County Road Department:** Supervisor Harvey reported the Road Department has surplus funds available and will begin a chip/seal project on N Drive North between 12 and 15 Mile Roads soon.

**Custodian:** Ron Petty reported 4 rental days for the month of May.

**Ambulance Authority:** Margaret Harvey reported on the May meeting. The next meeting is scheduled for June 20, 2024.

**Building/Park Committee:** Treasurer Kipp reported the parks millage proposal will be on the August ballot.

**Marshall Township Fire:** Supervisor Harvey noted the new engine has been ordered and will be nearly 3 years before completion and delivery. The next meeting is scheduled for July 9, 2024.

**Planning Commission:** Trustee Bibbings reported on the May meeting. The next meeting is scheduled for July 22, 2024.

**Board Member Comments:** Clerk Collins stated the next scheduled election will be the primary election August 6, 2024.

**Final Public Comment:** None

**Adjournment:** Supervisor Harvey adjourned the meeting at 7:40 PM.

Kimberly L. Collins  
Convis Township Clerk

Approved as printed, at the July 9, 2024 regular meeting of the Convis Township Board of Trustees.