

Coe Township Meeting Minutes – October 21, 2013

The meeting was called to order at 6:30pm.

Board members attending: Steve Simpson, Annie Tague, Paul Riewerts, Betsey Morthland, Rick Mitton, and Bev Hansen

Guests attending: Jim Hecker and Kenny Reveal

Minutes from the August meeting were read. Betsey moved to approve minutes as amended, Paul 2nd, motion passed.

Public Comments:

- none

Supervisor report:

- there was one use of the building for the past month for a 4-H meeting
- there was a cemetery board meeting, the people from Pleasant Point administration were there and had completed the paperwork for moving the cemetery administration to the Township. Steve sent the necessary paperwork to the State. Stan Woodburn (Treasurer for Pleasant Point) transferred \$26,492 in funds to the Township. Steve purchased a CD at Port Byron State Bank with the money, the CD is listed as "Coe Township Cemetery Fund" at 0.45% for 18 months
- Records Disposal paperwork – has been sent to state, have to give them notice, will probably burn the records around mid-January
- A new tractor has been purchased and Steve added it to the insurance policy
- set-up the accounts and moved the money to 1st Trust in Hillsdale per last month's board decision \$65,783.48 for "Relief Checking" and \$12,474.11 in a CD
- attended a seminar on General Assistance ... ordered new manuals for same
- attended a Road Commission meeting with Rick

Highway Commissioner:

- roads in good shape right now, now moving to winter mode, performing cleaning and maintenance on equipment
- need to get plows ready to go
- going to hold off on ordering salt for now, they want us to order a semi-load and don't have the space to store at the moment
- took possession of the tractor, installed a radio and a light on top, it's in good shape, going to put the snowblower on the tractor and keep it away from the salt to protect it from salt damage
- paid for half on a culvert for a property owner – there was some mix-up where there was a culvert already on the property, then dug-up
- a property owner asked for help on another culvert, they were declined
- the ditcher will be on its way Friday (October 25, 2013)

Assessor's report:

- it's appeal time, there has been one appeal

Clerk's report:

- none

Cemetery report:

- see Supervisor's report

NEW BUSINESS:

1. 2014 Tax Levy

Steve passed out the proposed Tax Levy information ... not necessary to vote until December but it needs to be addressed in-depth in November. Once passed it will be filed with the County Clerk's office.

2. What additional things we can do for the Township

- it was suggested that we could do an e-waste recycling program, similar to what has been done in Hillsdale, Steve has contacted the company (Cowboy Recycling) ... it would be up to the township to advertise and provide the collection site (the Township building) ... if decided to do this we would wait until after Christmas
- can also think about hazardous waste collection ... Steve will look into it

3. Cemetery Board and Cemetery Sexton appointments and pay

- per state statute, the Cemetery Board should have 3 people: President, Secretary, Board Member. The board can appoint a Treasurer who is not necessarily on the board but that person would have to be bonded. Steve is bonded and would be willing to fill that position (only a few checks are written each year)
- Stan Woodburn, Mike Sadoris, and Paul Riewerts would be interested in being on the board. Pay is \$500/year.
- Jim Sallows would agree to be Sexton for Fairfield and John Sample would agree to be sexton for Pleasant Point, both Jim and John would cross-train to fill-in if one of them is on vacation when a burial takes place.
- Pay for Sexton was discussed. Suggestions:
 - \$45/month plus \$100/burial
 - \$500/year was also determined reasonable since there are not many burials at either cemetery
 - Steve recommends \$500/year plus \$50/burial – marking out the grave does take some time and knowledge to do it properly
- the Board would have authority over the Sexton and should put together a list of expectations for the Sexton
- the Board should meet 2 times/year, adhere to the Open Meetings law, and take minutes
- per state statute, graves should be registered with the state (not presently doing this)
- final decision tabled until next meeting when the Township Board will vote on this

4. December meeting date

- Steve will be out of town the 3rd Monday of December
- the Levy needs to be voted on and filed in December
- it is proposed to move the meeting from December 16th to December 9th, 2013

Betsey moved to adjourn, Paul 2nd, motion passed.