

Jordan Township Meeting Minutes

December 19th, 2022

Present: Suzan Falco (Deputy Supervisor), Elizabeth Crawford-Pater (Clerk), Rebekah Meads (Treasurer), Darla Pawson (Trustee), Steve Houtman (Trustee).

Absent: Timothy Morris (Supervisor)

Meeting: Called to order with the pledge of allegiance at 6pm.

Motion: To approve meeting minutes, motion made Steve Houtman, seconded by Elizabeth Crawford-Pater.

Motion: To approve pending bills, motion made by Darla Pawson, Seconded by Rebekah Meads.

Treasurer's Report: See attached

Sheriff: None

Commissioner Lavanway: Absent.

OLD BUSINESS:

- Elizabeth Crawford-Pater made motion to approve October 24th meeting minutes. Steve Houtman seconded motion. All in favor: Timothy Morris, Darla Pawson, Steve Houtman, Elizabeth Crawford-Pater and Rebekah Meads.
- Steve Houtman made motion to approve pending bills. Elizabeth Crawford-Pater seconded motion. All in favor: Timothy Morris, Darla Pawson, Steve Houtman, Elizabeth Crawford-Pater and Rebekah Meads.
- Rebekah made mention to check QuickBooks subscription as it was \$37.10, not \$19.08 as listed on pending bills.
- Harvey Theibert was sworn in-Oath of Office for Board of Review employee.
- Steve Houtman was wondering what the overpayment was from. It was an overpayment from the IRS back to Jordan Township.
- Rebekah Meads will be separating Road Millage bank account, but needs October Meeting Minutes to set that up.
- Steve Houtman made motion to go with Morgan Hefty with Hartwood Horticulture for plowing the township hall, as he was the only bid received. Darla seconded the motion. All in favor: Timothy Morris, Darla Pawson, Steve Houtman, Elizabeth Crawford-Pater and Rebekah Meads.
- Discussed new lawn crew-look into other companies as it has been a while since we put it up for bid.
- Roads discussion-Tim Morris suggested Jordan Township starts discussion about getting Stanek Rd. redone. He stated he will talk to Burt about getting it done. Rebekah Meads suggested cashing in one of the CD's that is a little over \$100,000 and combine with the Road fund to make it around \$190,000 to do some work on the roads in Jordan Township.
- Elizabeth Crawford-Pater shared with the board that end of the year is fast approaching and asked for approval to get Heather Jackson (Accountant's) help. Will not take too long, but wanted approval just in case it goes over the one hour allotted time that is currently allowed without board approval. The board did not approve this ask. Board said the Clerk should do this herself and ask another Clerk for help if needed; that it is not necessary for the accountant to assist in doing it and that things can be

corrected if mistakes are made as it will be the first time Elizabeth Crawford-Pater does end of the year paperwork.

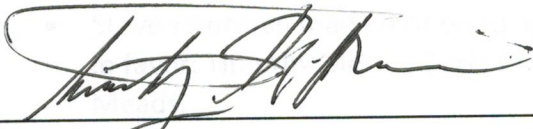
- Steve Houtman gave an ambulance authority report since he is on the board. One of the vehicles needs a new motor, but instead of buying a new motor, it would be ideal to get a new vehicle that would be longer lasting.

NEW BUSINESS:

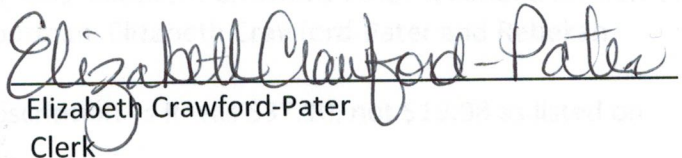
- Oath of Office – Rebekah Meads sworn in, Elizabeth Crawford-Pater sworn in, Susan Meads sworn in and Beth Sothard sworn in. A facetime video phone call to Dawn Lavanway (Notary) who witnessed Oath of Office signatures by Rebekah Meads (Treasurer), Susan Meads (Deputy Treasurer), Elizabeth Crawford-Pater (Clerk), Beth Sothard (Deputy Clerk).
- Darla Pawson, trustee of Jordan Township would like to become a Notary for the Township. Rebekah Meads made motion, Steve Houtman seconded the motion. All in favor said aye: Darla Pawson, Rebekah Meads, Elizabeth Crawford-Pater, Steve Houtman and Suzan Falco.
- Add Ambulance Authority Report and Ordinance Officer Report to the Agenda.
- Steve Houtman made a motion to get a Digital Thermostat for the Township Hall, not exceeding \$200. Elizabeth Crawford-Pater seconded the motion. All in favor said aye: Darla Pawson, Rebekah Meads, Elizabeth Crawford-Pater, Steve Houtman and Suzan Falco.
- Darla Pawson asked about taxes and how it's going. Rebekah Meads said things are going smoothly.

PUBLIC COMMENT: None.

Adjourn: 6:21 pm



Timothy Morris
Supervisor



Elizabeth Crawford-Pater
Clerk