

# Jordan Township Meeting Minutes

February 28th, 2022

**Present:** Timothy Morris (Supervisor), Elizabeth Crawford-Pater (Township Clerk), Jessica LaCount (Township Treasurer), Darla Pawson & Steve Houtman (Trustees).

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

**Motion:**

- To approve previous minutes (for the month of January) made by Steve, seconded by Darla. All in favor- Supervisor, Treasurer, Clerk and Trustees
- Motion to approve meeting minutes from November 2021 stated subject to board approval by Tim Morris, Darla Pawson and Steve Houtman. Motion made by Steve, seconded by Darla. All in favor said aye-Tim Morris, Clerk Elizabeth Crawford-Pater and Treasurer, Jessica La Count abstained from this motion, as they were not on the township board during November 2021.

**Sheriff:** Not present

**Commissioner Lavanway:** Lots of jobs available.

**OLD BUSINESS:**

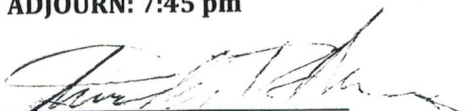
- Information and meeting minutes given to bank for online viewing, which is now accessible.
- Information and previous audit given to bank for Clerk and Treasurer to have a credit card as approved in last meeting. Credit cards arrived and were given to both Clerk and Treasurer.
- More information on salaries/wages for neighboring townships in Antrim County was provided to all board members as requested.
- John Hancock group pension plan has been paid in full and is currently up to date.


**NEW BUSINESS:**

- Treasurer' Report given.
- Motion made to approve bills to be paid. Motion made by Steve, seconded by Darla. All in favor, said aye- Supervisor, Treasurer, Clerk and Trustees.
- Budget for legal service is currently set at \$2,000, we are at approximately \$5,000 year to date. Discussed if this should be raised in the new budget for the upcoming fiscal year.
- There had been some confusion within the board on the John Hancock group retirement plan. Clerk did some research and looked at pension plan packet, found out it is a 401a Governmental defined contribution plan. It is qualified. Per the plan document, the employee deductions come out on an AFTER-TAX basis. So it does not reduce the tax. This information was printed from the pension plan document (page 2) and given to all board members for reference.
- Discussed new website. Going to continue to look around at different places and the cost to hire a third person to do the website for Jordan Township. Going through a third person will protect the township and provide better security for the future.
- Poverty exemption rules have changed. Jordan Township adopts to the State guidelines on the State poverty income guidelines. The foregoing resolution offered by board member Tim Morris and supported by board member Steve. Upon roll call vote, the following voted aye-Supervisor, Clerk, Treasurer and Trustees. The supervisor declared the resolution adopted.
- Motion was made by Tim Morris that as of April 1<sup>st</sup>, 2022 the salary of the Clerk and Treasurer will be \$10,500. Motion was seconded by Steve. Upon roll call vote, the following voted aye-Supervisor, Clerk, Treasurer and Trustees. The supervisor declared the resolution adopted.
- The resolution to pay deputies \$15 an hour when stepping in for Clerk or Treasurer was adopted. Tim Morris made motion, Steve seconded. Upon roll call vote, the following voted aye-Supervisor, Clerk, Treasurer and Trustees. The supervisor declared the resolution adopted.

**PUBLIC COMMENT:**

**ADJOURN:** 7:45 pm

  
Timothy Morris Supervisor

  
Beth Sothard-Deputy Clerk