

Jordan Township Meeting Minutes
July 25th, 2022

Present: Timothy Morris (Supervisor), Elizabeth Crawford-Pater (Township Clerk), Rebekah Meads (Township Treasurer), Darla Pawson (Trustee), Steve Houtman (Trustee).

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

Statement made by Supervisor: Audience/Public is to wait until Public Comment if they would like to speak, the time is limited to 3 minutes per person.

Motion: To approve meeting minutes, motion made by Steve, seconded by Darla.

Motion: To approve pending bills, motion made by Steve, seconded by Elizabeth.

Treasurer's Report:

- See Attached report for details
- General and Tax accounts reconciled

Sheriff: None

Commissioner Lavanway: See Attached report

OLD BUSINESS:

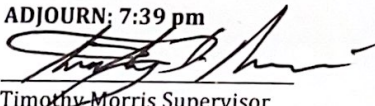
- Jordan Township Audit was performed Tuesday, July 26th, 2022 by Tobin & Co. The Treasurer, Clerk and Accountant were all present for the Audit in case questions arose. As questions came up, all three were able to answer so each phase of the audit could continue.
- Public Accuracy Test was performed on Wednesday, July 27th, by the Clerk, Elizabeth Crawford-Pater, Harvey Theibert, Sue Falco and Beth Sothard.
- Unable to vote on the BS&A quote as multiple things the Clerk would need are missing from the quote- there is no payroll or accounts payable modular, so that means QuickBooks would still be needed. The quote is for General Ledger only. Rebekah, the Treasurer stated she would contact BS&A for a quote that includes everything the Clerk would need.
- Voted to change mileage reimbursement to the IRS Standard to 62.5 cents per mile.
- Propane Contract with Ellsworth Farmers Exchange is due by October 1st. We discussed looking at other propane companies, as we may be able to find a less expensive option.

NEW BUSINESS:

- Karleen Sempert made introduction-started her career in assessing in 1992.
- Tim made motion to hire Karleen Sempert as Jordan Township new Assessor. Motion was seconded by Steve Houtman, all board members in favor and voted Aye. Tim, Darla, Steve, Elizabeth and Rebekah.
- Tim Morris made motion to appoint Tim Sothard as Jordan Township Ordinance Officer at the same pay as previous Ordinance Officer (\$150 a month + mileage). Steve seconded the motion. All board members in favor and voted Aye. Tim, Darla, Steve, Elizabeth and Rebekah.
- Tim Morris made motion that the Accountant, Heather Jackson does not exceed \$500 a month, anymore than that will need prior board approval. Steve seconded the motion. All board members in favor and voted Aye. Tim, Darla, Steve, Elizabeth and Rebekah.
- Tim Morris made motion to change mileage reimbursement to the new IRS Standard, which is now 62.5 cents per mile. Steve seconded the motion. All board members in favor and voted Aye. Tim, Darla, Steve, Elizabeth and Rebekah.
- Darla made motion to approve Dykema. Liz seconded the motion. All board members in favor and voted Aye. Tim, Darla, Steve, Elizabeth and Rebekah.
- Karleen Sempert, Assessor was sworn in at 7:05 pm.
- Tim Sothard, Ordinance Officer was sworn in at 7:06 pm.
- Megan with the Ambulance Authority shared the Jordan Valley Emergency Medical Service Authority Ballot Language for a millage proposal for the purpose of providing funds for operating and maintaining ambulance services w/in the territorial limits of the authority and to submit this proposal to the electors of the authority at the November 8, 2022 General Election and provided draft for board members (see attached draft). Megan stated that she will bring operations report to the next meeting.

PUBLIC COMMENT:

ADJOURN: 7:39 pm


Timothy Morris Supervisor


Elizabeth Crawford-Pater Township Clerk