

Regular Meeting of the Board of Trustees

Of

Ingham Township

January 21, 2019

Meeting was called to order by Supervisor Elliott at 7:00 pm

Pledge recited

Roll: Present: Trustee Harns, Treasurer Speck, Trustee Braman, Supervisor Elliott
Absent: Clerk Parsons

Fire Personnel Present: Fire Chief Speck

Guests: Tonya Moore, Spicer Group, Kathy LaGrow

Minutes: Braman made the motion which was supported by Harns to accept the December minutes as submitted. All in favor.

Fire Chief:

- Monthly & Year End Reports submitted. 335 Runs in 2018.
- Visited Spartan Motor 1/16/19, new truck is estimated to be here end of Feb. beginning of March.
- AVI equipment has arrived all but Helmets & Vests.
- Lighting for the flag pole will be completed when ground thaws.
- Wetland Gear DNR grant was granted. Fire Dept portion is \$4999
- Applied for Enbridge equipment grant, awaiting decision.
- We were contacted by a teacher wanting I.T.F.D. to participate in “Touch a Truck” for disabled children end of the school year field trip on June 11, 2019 at Hawk Island Park in Lansing.
- Ingham County Chiefs’ meeting was held at our station January 17th. County Chief’s association received a \$45,136.13 grant and is looking at class/training opportunities and brining in guest speakers for these classes.
 - Sierra Rose Farms contacted I.T.F.D. offering Horse Therapy to our members.
 - Enforcing Mi OSHA part 451, respiratory protection. This is a state requirement. Chief Speck is working on updating our policy but part 451 has been enforced.
- SOP’s – Fire Officer Board approved new Apparatus Response #313 & Fire Dept. Secretary job description #121.
 - Braman made the motion which was supported by Harns to approve SOP #313 & #121 as submitted. All in favor.
- Fire Officer Board approved the purchase of two (2) axes for the new truck up to a total of \$1,000.00. Harns made a motion which was supported by Braman to purchase the axes up to \$1,000.

Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion Passed.

Fire Personnel:

- Secretary/Firefighter May has requested a leave of absence. Chief approved 60 days.
- Stacy Barrett will cover the secretary position in the interim.
- Tom Showers will be promoted to an Engine Operator/Firefighter
- Driving privileges have been reinstated to one of our firefighters.
- Two people remain on suspension. The firefighter can come back once the stipulations have been met. The other had requested a meeting and was a no show, with no prior contact and no contact after that date.

Correspondence:

- Sherriff department email informing board of a local incident.

Old Business:

- Five applications were received for Deputy Clerk position. Board reviewed all resumes and spoke to the only applicant present. Harns made a motion which was seconded by Braman to hire Kathy LaGrow as Deputy Clerk.
Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion passed.

New Business:

- Tonya Moore with Spicer Group was present to discuss the Letter Agreement for Professional Services contract and the process from here forward. Harns made a motion which was seconded by Braman to accept and sign the agreement between Spicer Group and Ingham Township.
Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion passed.
- Park approximate timeline:
 - July/August 2019 should receive DNR grant agreement.
 - September/October 2019 should be able to send out Bid Requests.
 - Spring/Summer 2020 construction start and should take approximately 12 weeks.
 - Fall 2020 plant grass to germinate over winter.
 - Spring 2021 use of grass fields
- Server update – The new server will take two days to install and is scheduled for Monday 2/18 & Wednesday 2/20 so that our offices can remain open during Tuesday office hours.
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Budget Amendments:

- Braman made the motion which was supported by Harns to make the submitted township & fire department budget amendments.
Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion passed.

Payable Submission:

- Braman made the motion which was supported by Harns to pay the township bills as submitted.
Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion passed.
- Braman made the motion which was supported by Harns to pay the fire department bills.
Roll: Ayes: Braman, Harns, Speck, Elliott
Nays: None
Motion passed.

Adjournment:

Harns made the motion which was supported by Braman to adjourn. All in favor.
Meeting adjourned at 7:50.

Respectfully submitted by

Holly S. Speck, Treasurer
Ingham Township