

CHARTER TOWNSHIP OF HAMPTON
REGULAR MEETING
APRIL 13, 2020

The regular meeting of the Charter Township of Hampton Board of Trustees was called to order at 7:00 p.m. by the Supervisor via a virtual meeting due to the COVID-19 restrictions.

The pledge of allegiance was given to the flag.

The invocation was read and a moment of silence observed.

PRESENT: Close, Klass, Wright, DeWyse, Wisniewski, Hugo, Samyn

ABSENT: None

ALSO PRESENT: Hewitt, Benchley

Motion by Hugo seconded by Wisniewski that the minutes of the March 9, 2020 regular meeting be approved as printed and that the reading of the minutes be waived.

Motion carried.

COMMUNICATIONS:

Motion by Wisniewski seconded by Hugo that the cancellation notice of the BCTOA meeting; the DPW Report for February 2020; and the Public Safety Report for February 2020 be received. Motion carried.

AUDITORS REPORT:

Motion by Klass seconded by DeWyse that the following warrants be approved for payment:

#46854 - #47005	General Fund	\$ 200,668.41
electronic transfer	John Hancock	17,555.43
#3176 - #3181	Building Fund	204.37
#1017 - #1018	DDA Fund	2,455.00
#1072 - #1073	DDA Debt Retirement Fund	7,337.50
#4060 - #4070	Sewer Fund	28,148.91
#1723 - #1732	Water Fund	17,758.20
#289	SAW Grant Fund	21,425.59
		<u>\$ 295,553.41</u>

AYES: Klass, DeWyse, Wisniewski, Hugo, Samyn, Wright, Close

NAYS: None

Motion carried.

OPEN TO THE PUBLIC:

No one addressed the Board.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

Motion by Wisniewski seconded by Hugo that election workers pay be increased to \$12.00 per hour for Election Inspectors and to \$13.00 per hour for Election Chairpersons, effective immediately.

AYES: Wisniewski, Hugo, Klass, DeWyse, Samyn, Wright, Close

NAYS: None

Motion carried.

Motion by Hugo seconded by DeWyse that the following Post Audit Policy be adopted:

POST AUDIT POLICY

All claims shall be approved by the township board prior to payment, except the following:

1. Payroll, including election workers.
2. Utility bills (phone, electric, fuel, etc.)
3. Invoices with penalties or discounts that would be incurred if payment is not received prior to the board meeting where claims are approved.

These claims shall be post-audited at the next board meeting following their Issuance.

The Township Supervisor may authorize emergency expenditures when deemed essential due to the imminent threat to the health, safety and welfare of the township.

AYES: Hugo, DeWyse, Klass, Wisniewski, Samyn, Wright, Close

NAYS: None

Motion carried.

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Motion by Klass seconded by Wisniewski that the boat launch fees remain the same for 2020.

AYES: Klass, Wisniewski, Hugo, DeWyse, Samyn, Wright, Close
NAYS: None
Motion carried.

ATTORNEY REPORT:

Hewitt had no report.

ENGINEER REPORT:

There was no engineer report.

STANDING COMMITTEE REPORTS:

There were no standing committee reports.

OFFICER/TRUSTEE REPORTS:

Motion by DeWyse seconded by Wisniewski that the February 2020 revenue report be received from the Treasurer.

AYES: DeWyse, Wisniewski, Hugo, Klass, Samyn, Wright, Close
NAYS: None
Motion carried.

Hugo addressed the excellent job that the pumps & the DPW were doing.

Supervisor addressed Governors' executive order closing non-essential services - office is closed - DPW on-call; USDA pre-application grant submitted; Bay County Road Commission to install new HAWK traffic signal on Pine on 4/15/20.

OPEN TO THE PUBLIC:

Mary Smith, addressed the HAWK light; asked if the County electronic recycling was still going on?; and employees pay while the offices & DPW are shut down.

Public portion of the meeting was closed.

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Motion by Hugo seconded by Wisniewski that the meeting adjourn. Motion carried.
The meeting adjourned at 7:28 p.m.. Motion carried.

Respectfully submitted:

Pamela J. Wright, Clerk

Terri Close, Supervisor