

**COVERT TOWNSHIP BOARD OF TRUSTEES
SPECIAL BOARD MEETING MINUTES
Thursday, April 25, 2019 at 6:30 p.m. at Covert Township Hall**

SPECIAL MEETING

The special meeting of the Covert Township Board was brought to order by Supervisor Palgen at 6:30 PM.

The Pledge of Allegiance to the Flag was led by Supervisor Palgen.

Members Present: D. Palgen, D. Cook, L. Taylor, M. Rendell

Members Absent: K. Harrington

Others Present: Brian Knotek, Township Attorney; Laura Fogarty, Office Manager

Public Comment

None

Closed Session

Motion by L. Taylor, seconded by M. Rendell, **to approve** the Township Board to go into Closed Session under MCL 15.268e; to consult with its attorney regarding trial or settlement strategy in connection with specific litigation.

Roll Call Vote: Yes: 4, No: 0, Absent: 1 CARRIED

Motion by L. Taylor, seconded by M. Rendell, **to approve** the Township Board to adjourn from Closed Session.

Roll Call Vote: Yes: 4, No: 0, Absent: 1 CARRIED

Motion by D. Palgen, seconded by L. Taylor, **to approve** the Township Board to return to the Regular Township Board Meeting.

Roll Call Vote: Yes: 4, No: 0, Absent: 1 CARRIED

Motion by D. Cook, seconded by L. Taylor, **to approve** authorizing Mr. Knotek to file a claim of appeal in conjunction with the county, with the cost share to be determined once additional information is researched.

Roll Call Vote: Yes: 3, No: 1, Absent: 1 CARRIED

New Business

Motion by D. Palgen, seconded by D. Cook, **to approve** Covert Township Supervisor, Dennis Palgen and Fire Chief, Doug Myers to sign the Limited Lease

for use of Ambulance between VBEMS, Inc. and the Township of Covert as presented.

Roll Call Vote: Yes: 4, No: 0, Absent: 1 CARRIED

Discussion on 2019/2020 Fiscal Year Budget

- Fund revenue/expenses by department were presented by M. Rendell. This included rough projections for the next four years with the decrease in revenue due to Entergy Power Plant closing. Opportunities for cost savings, and how to foresee capital outlay costs was also discussed. L. Taylor urged that Department Heads need to play an active role in devising a plan to save money by having a “needs” list versus a “wish” list. D. Palgen urged that Trustees examine bills before each board meeting.
- Special Funds, such as the Museum and Campground, can be set up as self-supporting.
- Computer replacement costs were discussed.
- Insurance Contributions/In Lieu of Insurance costs were discussed for both union and non-union full time employees and officials.
- The AccuMed Fee Schedule was discussed and recommended rates shared.
- D. Cook presented the recommended Transfer Station Fee Schedule to cover costs to maintain the service.
- The Cemetery Fee Schedule was shared and no changes were recommended.
- Building/Zoning/Plumbing/Mechanical Permit Fee Schedules were discussed. L. Fogarty presented SAFEBuilt as a possible service to explore. This would provide 10% – 20% revenue back to the Township to cover administrative costs.
- The new F&V Operation and Maintenance Agreement with a cost of living increase was presented by D. Palgen.
- Discussion was had on exploring other legal services. Prices for a recommended law firm were shared.

Adjournment

Motion by L. Taylor **to adjourn** at 8:35 p.m.

Next Regular Board Meeting Tuesday, May 14, 2019 at 7:00 p.m.

Daywi Cook, Covert Township Clerk