

**\*DRAFT\***  
**COVERT TOWNSHIP BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING MINUTES**  
**Tuesday, February 8, 2022 at 6:00 p.m.**  
**Covert Township Hall, 73943 Lake St, Covert, MI 49043**

The Regular Board Meeting of the Covert Township Board was called to order by Supervisor Harrington at 6:00 p.m.

The Pledge of Allegiance was led by Supervisor Harrington.

Members Present: N. Barnes, D. Cook, M. Rendell, K. Harrington and L. Taylor.  
Absent: None

**Commissioner Updates**

Rev. W.C. Askew, Van Buren Co. Road Commissioner, asked about the progress on replacing a driveway culvert on 30<sup>th</sup> Avenue, gave an update on estimates for 2022 road projects, asked about snow removal and mailbox damage and mentioned ARPA funds can be used for roads.

Gail Patterson-Gladney, Van Buren County District 1 Commissioner, presented a report to the Board. This included an upcoming municipal summit hosted by Market VanBuren, the development of a strategic plan, the next PCAP meeting on 4/13 at LMC, ARPA funds toward broadband, a possible proposal to levy .5 mills toward county-wide senior services and the efforts to bring a Children’s Advocacy Center to the county.

**Guest Presentation**

Van Buren County Register of Deeds, Paul DeYoung, reported on the recent increase in activity in his department. This includes about \$534M in real estate conveyed in 2021, which brought in \$911,000 in revenues compared to \$636,000 in 2020. Home foreclosures have also decreased drastically, indicating that homes are selling before entering into foreclosure. Mr. DeYoung also presented to Covert Township. an historic map of Van Buren County with old road names prior to establishing a numbered road system.

**Public Comment**

Joey Andrews, candidate for the 38th District in the state house, introduced himself to the board. Mr. Andrews is an attorney who currently works with as a policy analyst for AFL-CIO. His focus includes balancing a healthy economy by tackling issues that affect those who reside in coastal communities along southwest Michigan.

**Agenda Amendment**

Motion by M. Rendell, seconded by D. Cook, to **approve** amending the agenda to include item “R” regarding an amendment to the Attorney Services Policy as presented.

Roll Call Vote: Yes: 5 No: 0 CARRIED

## **Informational Updates**

Supervisor Harrington gave updates to the board, including a grant received from Covert Township Community Foundation and presented a letter from Nick George, Fire Chief candidate.

## **Chief/Manager Updates**

Detective Marler presented updates to the board on behalf of Chief Allen, regarding the Police and Fire Departments. There has been an increase in highway incidents, as well as domestic assaults and ambulance calls.

Public Works Manager, George Piggee, gave an update to the Board. Sidewalk clearing is a priority and the generator at the Township Hall has been in need of repair since October.

Motion by M. Rendell, seconded by N. Barnes, to **approve** repairs to the Township Hall generator up to \$2700 by Wolverine Power Systems.

Roll Call Vote: Yes: 5 No: 0 CARRIED

## **Supervisor's Report**

Supervisor Harrington shared a report that included a corrective action letter submitted in response to a financial audit, SAM.gov registration, a possible water bill increase for water maintenance, the latest PCAP meeting, and the lift station project.

## **Attorney Updates**

Attorney Brian Knotek explained that Covert Township received official notice from the Office of the Great Seal that Covert Township is now eligible to incorporate as a Charter Township. Covert Township Board and residents has several options to take action.

## **Consent Agenda**

- **\*Draft\*** Minutes of the January 11, 2022, Regular Board Meeting
- Clerk's Invoice Register Report and Payroll Report as presented
- Treasurer's Revenue Receipt Distribution, Banking, & Budget Report

Motion by M. Rendell, seconded by L. Taylor to **approve** the Consent Agenda as presented.

Roll Call Vote: Yes: 5 No: 0 CARRIED

## **UNFINISHED BUSINESS**

Motion by D. Cook, seconded by M. Rendell, to **approve** removing the Credit Card Use Policy Revision from the table.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by M. Rendell, seconded by D. Cook, to **approve** the credit card policy revisions as stated below:

- Remove bullet points and replace with language that the credit card shall follow the current expenditure authorization policy.
- Credit card use shall be limited to purchases that cannot be invoiced.
- Place a limit on individual purchases of \$750 unless preapproved from the Township Board.
- List authorized officers and employees as: Laura Fogarty, Office Manager - Julian Allen, Police Chief – George Piggee, Public Works Manager – Fire Chief

Roll Call Vote: Yes: 5 No: 0 CARRIED

## NEW BUSINESS

Motion by M. Rendell, seconded by N. Barnes, to **approve** to deposit \$50K - \$100K in a CD at PNC Bank.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by K. Harrington, Seconded by L. Taylor, to **approve** the recommendation of Treasurer Rendell to amend the 2022 Budget in the General Fund as presented.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by K. Harrington, seconded by L. Taylor, to **approve** appointing Carolyn Gage-Steward to fill the Covert Public Housing Commission seat vacancy effective February 9, 2022.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by K. Harrington, Seconded by L. Taylor, to **approve** the recommendation of Supervisor Harrington to appoint Barbara Rose to fill the member seat vacancy on the Board of Review effective February 9, thru December 31, 2022.

Roll Call Vote: Yes: 2 No: 3 FAILED

Motion by D. Cook, Seconded by M. Rendell, to **approve** appointing Jesse Walter to fill the member seat vacancy on the Board of Review effective February 9, 2022.

Roll Call Vote: Yes: 3 No: 2 CARRIED

Motion by N. Barnes, seconded by M. Rendell, to **table** appointing Jean Robinson and Cathy Green to the Museum Advisory Board each to serve a four-year term effective February 9, 2022, thru February 9, 2026.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by L. Taylor, seconded by D. Cook, to **approve** appointing Jean Hartmann to the Park Advisory Committee to fill a vacancy effective February 9, 2022.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by D. Cook, seconded by N. Barnes, to **approve** the quote from IT Right to replace the Covert Park Beach and Campground computer in the amount of \$875 as presented.

Roll Call Vote: Yes: 4 No: 1 CARRIED

Motion by K. Harrington, seconded by L. Taylor, to **approve** the quote from Midwest Glass & Window to repair the Fire/Police Complex door hinge in the amount not to exceed \$985.00.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by M. Rendell, seconded by K. Harrington, to **approve** the request of the Ironman Triathlon Bike Course to run their course through Covert Township.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by L. Taylor, seconded by D. Cook, to **approve** the request of Trustee Cook to amend the Expense Reimbursement Policy by increasing the meal expenses as presented.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by D. Cook, seconded by K. Harrington, to **approve** the request of Clerk Barnes to attend the MAMC conference at \$700.00 plus reimbursement of travel expenses per the expense reimbursement policy.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by M. Rendell, seconded by L. Taylor, to **approve** the request of Chief Allen for authorization to send Captain Wilkinson to SMEMSIC annual instructor training at the cost of \$420, plus lodging, meals and travel expenses per expense reimbursement policy.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by M. Rendell, seconded by N. Barnes, to **approve** the request of Chief Allen for authorization to allow SHPD to type our dictated major case reports at \$20/hour on capital crime major crime case reports only.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by K. Harrington, seconded by M. Rendell, to **approve** the request of Supervisor Harrington to amend the December 14, 2021, motion approving the estimate from HS Fleet for \$8,000.00 to include the additional costs of \$597.83 as invoiced.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by D. Cook, seconded by N. Barnes, to **approve** the request of Chief Allen to purchase a new Police Chief computer from IT Right as quoted in the amount of \$868.75.

Roll Call Vote: Yes: 5 No: 0 CARRIED

Motion by K. Harrington, seconded by D. Cook, to **approve** the request of Supervisor Harrington authorizing Officials to attend the 2022 MTA Annual Education Conference and Expo covering the conference costs and travel expenses per expense reimbursement policy.

Roll Call Vote: Yes: 4 No: 1 CARRIED

Motion by M. Rendell, seconded by N. Barnes, to **approve** the Regular Township Board Meeting time be set to 6 PM effective March 8, 2022.

Roll Call Vote: Yes: 4 No: 1 CARRIED

Motion by M. Rendell, seconded by N. Barnes, to **approve** amending the Attorney Services Policy to include Office Manager, Laura Fogarty, to the list of authorized staff who may consult with the Township Attorney directly.

Roll Call Vote: Yes: 4 No: 1 CARRIED

Motion by K. Harrington, seconded by N. Barnes, to adjourn at 8:30 PM.

*Respectfully submitted by Daywi Cook, Deputy Clerk*

**Special Township Board Meeting – Tuesday, February 15, 2022**

**Next Regular Board Meeting- Tuesday, March 8, 2022**