

**WEST BRANCH TOWNSHIP
AGENDA**

JANUARY 14TH, 2024 7:00 P.M.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**
- 5. PUBLIC COMMENT (3 minute per person maximum)**
- 6. ACTION ITEMS**
 - A. APPROVAL OF MINUTES**
 - B. JOB BILLS**
 - C. JOB BUDGET**
 - D. FINANCIAL**
 - E. BUDGET**
 - F. PAYMENT OF BILLS**
- 7. REPORTS**
 - A. ZONING ADMINISTRATOR**
 - B. ASSESSORS REPORT**
 - C. PLANNING COMMISSION**
 - D. PETER WHITE PUBLIC LIBRARY LIAISON**
 - E. JOINT OPERATIONS**
 - A. MEETING REVIEW**
- 8. RECREATION TEAM**
- 9. SOA**
- 10. CORRESPONDENCE**
- 11. OLD BUSINESS**
 - A. EMAILS**
- 12. NEW BUSINESS**
 - A. COUNTY WEBSITE-VOTING INFO**
 - B. BLINDS**
 - C. FACEBOOK PAGE**
- 13. EXTENDED PUBLIC COMMENT (3 minute per person maximum)**
- 14. BOARD COMMENT**
- 15. ADJOURNMENT**

**WEST BRANCH TOWNSHIP
REGULAR MEETING
JANUARY 14, 2025 7:00PM**

Roll call was taken by Supervisor Kris Shaw. Members present included Supervisor Kris Shaw, Clerk Deena Barnhart, Treasurer Catherine Shaw, and Trustee Laurie Beauchamp. Trustee Matthew Barnhart was excused. Also present were Assessor Cameron Fuess, Peg Jensen.

AGENDA: A motion to approve the Agenda with the addition of D. Copier under New Business was made by Catherine Shaw and supported by Deena Barnhart. M/C

PUBLIC COMMENT: Peg Jensen asked for clarification on the new transfer station cards, can you go twice in a week at the end of the month if you hadn't gone at the beginning of the month. Supervisor Kris Shaw stated that the policy is once a week, regardless.

MINUTES: A motion to approve the Regular Meeting minutes from December 17, 2024 meeting was made by Catherine Shaw and supported by Laurie Beauchamp. M/C

JOB BILLS PAYABLE: Approved at January Quarterly Meeting.

JOB BUDGET REPORT: Approved at January Quarterly Meeting.

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Catherine Shaw and supported by Deena Barnhart. M/C

BUDGET REPORT: A motion to approve the budget report with the movement of \$1,000 from the General Fund to Buildings and Grounds and correct the previous month amount of \$26,360.11 from the General Fund to Building Improvements was made by Kris Shaw and supported by Catherine Shaw. M/C

BILLS PAYABLE: A motion to pay the total bills totaling \$22,370.10 was made by Catherine Shaw and supported by Laurie Beauchamp. M/C

ZONING ADMINISTRATOR: Zoning Administrator Mike Beltz was not present but sent a letter with his activities for the month. That letter is on file.

ASSESSOR REPORT: Assessor Cameron Fuess reported that it's busy season for him with Board of Review coming up. Erin Sunderman has accepted a position on the Board of Review, filling an open position.

PLANNING COMMISSION: The Planning Commission is meeting Monday January 20th at 6:30pm..

RECREATION TEAM: The Recreation Team is meeting Monday January 20th at 7:00pm.

JOINT OPERATIONS: Minutes are on file.

SOA: The 2025 meeting dates for the SOA are January 9, April 10, July 17, and October 9. Supervisor Kris Shaw stated he would be going to the April meeting.

CORRESPONDENCE: All correspondence are on file.

OLD BUSINESS:

- A. EMAILS: **A motion to move forward with adopting an email service for the Township was made by Kris Shaw and supported by Catherine Shaw. M/C**

NEW BUSINESS:

- A. COUNTY WEBSITE: Deena Barnhart reported bout a change to the County Website for election results. A new section has been added making it easier to look up race winners, and count totals for any race.
- B. BLINDS: **A motion to purchase blinds for the office under \$500.00 was made by Kris Shaw and supported by Laurie Beauchamp. M/C**
- C. FACEBOOK PAGE: Discussion was held about the Township Facebook page. **A motion to delete the township Facebook page was made by Kris Shaw and supported by Catherine Shaw. M/C**
- D. COPIER: Discussion was held about the copier and the temporary copier we have been issued. Quotes will be gathered for the next meeting.

EXTENDED PUBLIC COMMENT: None

BOARD COMMENT: Catherine Shaw stated that tax collection is going well.

Meeting adjourned at 8:27 pm


Submitted by Deena Barnhart, Clerk