

Thetford Township
Special Meeting of the Thetford Township Board of Trustees
January 3, 2019
5:30 P.M.

Called meeting to order: Pledge of Allegiance

Roll Call: Members Present: Gary Stevens, Supervisor; Shelly Ayotte; John Congdon; Eric Gunnels; Stan Piechnik. Rachel Stanke arrived a few minutes late.

Meeting opened at 5:30 for Public Comments: There were no public comments.

New Business:

a. CDBG Fund Applications for public service projects. Employee Shannon Klein advised that she sent Supervisor Stevens an e-mail on 12/11/18 that we had a chance to apply for CDBG Funds in the amount of \$8,908. She was advised that no public hearing was required, just approval from the Board. The funds will be used for the senior center newsletter and for Sue Ball, who does the maintenance at the senior center and was hired to help in the kitchen.

Motion by Ayotte, seconded by Stevens to approve the \$8,908 CDBG funds, all ayes, motion passed.

b. Hiring of Part-Time Administrative Assistant, Stacey Lindquist. Stacey Lindquist had worked as a Deputy Clerk at Montrose Township for 11 years and is hired as an assistant and payroll clerk at \$13.00 per hour. She only wants to work one (1) day a week so she can get the bills paid one week and payroll the next week.

Gunnels asked if she lives in Thetford Township and was told yes. He also asked if she was to replace Lauren and legally work the elections. He was told that she will help through the May election and will be sent to class to be certified. The payroll checks will not be signed by her, but by the Treasurer and Deputy Treasurer, initialed by the supervisor.

Motion by Stevens to hire Stacy Lindquist one day a week at \$13.00 per hour, seconded by Piechnik, all ayes, motion approved.

c. Discussion and acceptance of senior center bus bids.

There were three bids for a new senior center bus: Holland Bus Company; National Bus Sales and Coach Builders.

Per Shannon Klein, the bids needed to be apples to apples for the grant monies of \$51,763 to be approved and to go with the lowest bidder. The bids did not include a handicapped door as there was only one senior that used it and they do not use it any longer so she did not feel the need to have that included. Vienna Township's senior bus does have one, so if one is needed, they would help. Shannon also stated

that the Township would have to pay for the bus, then within 30 days would be reimbursed from the County. Ayotte stated that she has the \$100,000 placed in a money market account and would take money from there, without any penalties, and replace it when the grant money is reimbursed.

There was a lot of discussion in regards to the three bids and it was discovered that some of the bids were for 2016 and 2018 with Midwest being the only one quoting a 2019. Shannon will contact the bidders again requesting bids for 2019 vehicles as they have at least two 2019 vehicle bids for comparison. She was also instructed to have the bidders do a comparable price sheet listing all the items on one page for easy read and discussion.

Stevens motioned to table the senior bus acceptance until the regular Board meeting on January 28th. Seconded by Piechnik, all ayes, motion approved.

Stevens opened the meeting for public comments, there were no public comments.

Stevens opened the Board Member Comments and John Congdon thanked Gary for doing everything that he can to keep the Township running smooth.

Meeting adjourned at 6:10 p.m.