

RUTLAND TOWNSHIP BOARD MEETING

May 12, 2020

The Rutland Township Board held its regular monthly meeting in the Town Hall. The meeting was called to order at 7 pm by Supervisor Sanders. The Pledge of Allegiance was recited. Roll call showed the following Board Members present: Supervisor Sanders, Trustees Eaton, Siers, Hoffman, Keegan, and Clerk Rendl. Also attending the meeting, Assessor Fritz.

Gubernatorial directives were followed in respect to mandatory face coverings, six-foot social distancing, and the 10-person attendance limit.

AGENDA

Motion to approve the May 12, 2020 agenda made by Trustee Eaton, second by Trustee Siers.

Vote: Voice vote. All Ayes.

Motion carried. 2020-05-01.

MINUTES

There were no minutes to approve as the April 14, 2020 meeting was cancelled because of the Covid-19 concerns and directives.

PUBLIC COMMENT. None.

One township resident in attendance.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Sanders updated the Board on the lighting retrofit done in the Township office, the Highway Department and the Assessor's trailer.

APPROVAL OF FINANCIAL REPORTS

TOWNSHIP FINANCIAL REPORTS

Discussion regarding the calculation/amount reflected for the Assessor's budget shown in the financial reports as discussed in the March meeting. **Motion** to approve the Township financial reports for the 12 months ending March 31, 2020 made by Trustee Eaton; second by Trustee Keegan.

Vote: Roll call vote.

Eaton	yes	Keegan	yes
Hoffman	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-05-02.

ROAD DISTRICT FINANCIAL REPORTS

Motion made by Trustee Eaton; second by Trustee Hoffman to approve the Road District financial reports for the 12 months ending March 31, 2020.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
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Keegan	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-05-03.

PRESENTATION OF FINANCIAL REPORTS

Financial reports for the Township and Road District for the 1 month ending April 30, 2020 were included in the Trustee materials for review and questions. Assessor Fritz was asked about the new hire (Grant Fritz) as of February 19th; his qualifications, date of hire and rate of pay. Discussion took place.

REVIEW OF APRIL BILLS

TOWNSHIP

Motion made by Trustee Hoffman; second by Trustee Eaton to approve payment of the Township bills for the month of April 2020, **in the total amount of \$20,378.81.**

Vote: Roll call vote.

Hoffman	yes	Eaton	yes
Keegan	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-05-04.

ROAD DISTRICT

Discussion. **Motion** to approve payment of the Road District bills for the month of April 2020, **in the amount of \$15,019.22** made by Trustee Eaton; second by Trustee Hoffman.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Siers	yes	Keegan	yes
Sanders	yes		

Motion carried. 2020-05-05.

UNFINISHED BUSINESS

Discussion regarding the 2021 Town Fund Budget line item calculation determinations. Extended discussion of staff and payroll currently in the Assessor's office, an issue of retro-payroll and the increase in budget requested by the Assessor. **Motion made** by Trustee Hoffman to *not approve* the Assessor's requested budget of \$174,776.25 as presented. Discussion. **Motion retracted. Motion made by Trustee Siers to cap the Assessor's 2021 budget at the same amount as approved in 2020, in the amount of \$167,000.00.** Discussion. Trustee Eaton requested the motion be called. Trustee Siers restated the motion; **Motion to cap the 2021 Assessor's total budget at the amount of \$167,000.00.** Motion seconded by Trustee Keegan.

Vote: Roll call vote.

Siers	yes	Keegan	yes
Hoffman	yes	Eaton	yes
Sanders	no		

Motion carried. 2020-05-06.

Trustee Siers expressed that the modification of the town fund budget at this meeting and the date of the next meeting (June 9) would not satisfy the 30-day public inspection requirement; that a special meeting will need to be called to approve, adopt and sign the town fund budget. Discussion then took place on adjusting specific line item totals to correspond with the budget modification at tonight's meeting. **Motion made by Trustee Eaton** to reallocate the difference of \$8,350.00 (from the Assessor's 2021 requested increase not being made) into the Building & Grounds line item total, increasing that total amount to \$48,350.00; second by Trustee Siers.

Vote: Roll call vote.

Eaton	yes	Siers	yes
Sanders	no	Keegan	yes
Hoffman	yes		

Motion carried. 2020-05-07.

The 2021 Town Fund Budget has been modified to reflect the following:

Assessor's total budget amount of \$167,000.00

Building and Grounds \$48,350.00

Total Town Fund Expense remains at \$381,239.00

NEW BUSINESS:***Discussion of the 2019-2020 Town Fund Budget Appropriation Transfers as presented.***

Explanation of transfer line items given by Supervisor Sanders. Discussion of deficits, credits, and form layout questions. **Motion made** to table further discussion and approval of the Transfer of Appropriation for the Township **RU-2020-03** and Road District **RU-2020-04** until the next meeting after corrections have been completed, made by Trustee Eaton, second by Trustee Hoffman.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Siers	yes	Keegan	yes
Sanders	yes		

Motion carried. 2020-05-08.***Discussion regarding tentative rescheduling date for Annual Town Meeting.***

Motion made by Trustee Siers to table rescheduling the Annual Town Meeting until a clarification and/or a further directive has been received from the Governor; second by Supervisor Sanders.

Vote: Voice vote.

All Ayes.

Motion carried. 2020-05-09.

REPORTS BY OFFICIALS

Trustees

Trustee Eaton reported on the TOI webinar he participated in. He reported on information he learned regarding specifics in OMA electronic issues/potential violations and the proper handling of audience participation - board response in meetings, procedural rules that he felt should be discussed and officially put into place.

Trustee Keegan discussed email phishing and spam issues related to the tablets. Discussion.

DOCUMENT SIGNING

ADJOURNMENT

Motion to adjourn the meeting made by Trustee Hoffman, second by Trustee Siers.

Vote: Voice vote. All Ayes.

Motion carried. **2020-05-10.**

Meeting adjourned 9:06 p.m.

RESPECTFULLY SUBMITTED,

Kathleen J. Rendl

Kathleen J. Rendl, Township Clerk