

RUTLAND TOWNSHIP BOARD MEETING

July 14, 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, Hoffman, Keegan, Siers and Clerk Rendl; also present, Highway Commissioner Schultz.

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

AGENDA

Motion to amend the July 14, 2020 agenda made by Trustee Hoffman; second by Trustee Siers. Amended agenda to include discussion of revising formatting of Transfer Appropriation Ordinances, and Township Financial Report revisions (Assessor's budget total corrected) for April & May.

Vote to amend agenda to include the aforementioned discussions: Roll Call vote.

Hoffman	yes	Siers	yes
Keegan	yes	Eaton	yes
Sanders	no		

Motion carried. 2020-07-01

MINUTES

Motion to approve the June 9, 2020 Board meeting minutes as presented, made by Trustee Eaton; second by Trustee Keegan. Vote: Roll Call Vote.

Eaton	yes	Keegan	yes
Hoffman	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-07-02

Motion to approve the June 23, 2020 Special Board Meeting minutes as presented, made by Trustee Eaton; second by Trustee Siers.

Vote: Roll Call Vote.

Eaton	yes	Siers	yes
Hoffman	yes	Keegan	yes
Sanders	yes		

Motion carried. 2020-07-03

PUBLIC COMMENT. None.

One township resident in attendance.

SUPERVISOR'S ANNOUNCEMENTS

Supervisor Sanders updated the Board on the incoming tax monies for the Township and Road District.

APPROVAL OF FINANCIAL REPORTS

TOWNSHIP FINANCIAL REPORTS

Motion made by Trustee Siers; second by Trustee Eaton to approve the Township financial reports for the 2 months ending May 31, 2020. Trustee Hoffman requested the corrected report (Assessor's total amount) be printed and reviewed at next month's meeting. Discussion.

Vote: Roll Call Vote.

Siers	yes	Eaton	yes
Keegan	yes	Sanders	yes
Hoffman	no		

Motion carried. 2020-07-04

ROAD DISTRICT FINANCIAL REPORTS

Motion made by Trustee Hoffman; second by Trustee Eaton to approve the Road District financial reports for the 2 months ending May 31, 2020.

Vote: Roll call vote.

Hoffman	yes	Eaton	yes
Keegan	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-07-05

PRESENTATION OF FINANCIAL REPORTS

Financial reports for the Township and Road District for the 3 months ending June 30, 2020 were included in the Trustee materials for review and questions. Trustee Siers questioned a difference in total shown on the Road District *Expense by Vendor Detail* and *Monthly Bill Presentation*. Explanation and answer given by Clerk Rendl. Trustee Siers also questioned an expense shown on the Road District *Expense by Vendor Detail*. Explanation given by Highway Commissioner Schultz.

REVIEW OF JUNE BILLS

TOWNSHIP

Motion made by Trustee Hoffman; second by Trustee Eaton to approve payment of the Township bills for the month of June 2020 as presented, **in the total amount of \$21,149.99**. Trustee Keegan questioned two duplicate expenses shown on the Township Check Register. Errors will be corrected. Discussion of PNC card expense charges. Additional discussion regarding QuickBook expenses charged - Trustee Hoffman requested year-to-date QuickBook expenses be itemized and provided to the Board at the August meeting in order to determine annual membership and support charge totals and dates to eliminate any duplicate charges by QuickBooks; also requested, printed receipts for all future QuickBook charges at the time of support. Discussion regarding the disparity in the dates provided by Assessor Fritz at the June meeting for the employment termination and final payroll date for Alex Fritz and the actual termination/final payroll date.

Vote: Roll call vote.

Hoffman	yes	Eaton	yes
Keegan	no	Siers	abstain
Sanders	yes		

Motion carried. 2020-07-06

ROAD DISTRICT

Motion to approve payment of the Road District bills for the month of June 2020 as presented, **in the amount of \$112,261.25** made by Trustee Eaton; second by Trustee Hoffman.

Vote: Roll call vote.

Eaton	yes	Hoffman	yes
Keegan	yes	Siers	yes
Sanders	yes		

Motion carried. 2020-07-07

UNFINISHED BUSINESS

Extended discussion regarding the difference of opinion on the formatting of the 2019-2020 Transfer of Appropriations Ordinances for the Township (**RU-2020-03**) and Road District (**RU-2020-04**) as presented. Board request of a revision of the Transfer of Appropriation Ordinances verbiage refused by Supervisor Sanders.

NEW BUSINESS:

None.

REPORTS BY OFFICIALS

Clerk Rendl updated the Board on the “Go-To-Meeting” information. A date for the practice run-through was then selected by the Board. An upgraded level of subscription was requested by Clerk Rendl – cost of the upgrade is an additional \$2/month.

DOCUMENT SIGNING

ADJOURNMENT

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

Vote: Voice vote. All Ayes.

Motion carried. 2020-07-08

Meeting adjourned 8:47 p.m.

RESPECTFULLY SUBMITTED,

Kathleen J. Rendl

Kathleen J. Rendl, Township Clerk