

Approved

February 13, 2025

January 9, 2025
Koylton Township Board Meeting

The regular Koylton Twp Meeting was called to order by Supervisor Justin Boyd @ 7:01 pm. Pledge to the flag. Board Members present: J Boyd, Kelly, S. Boyd, Hubbard & Sabin. 8 others present.

Motion made by Hubbard, seconded by Sabin to approve the minutes of the December 12, 2024 meeting as presented. Motion carried.

Treasurer's Report:

Motion made by Kelly, seconded by Hubbard to accept the Treasurer's report with an ending balance in the general fund of \$220,449.58. Motion carried.

S. Boyd stated that the Covid dollars were put back into a 3 month CD at a rate of 4%. When the CD matures it will be used to pay the Township portion of the Murdick VanSickland Drain.

Public Comment:

Clothier Rd discussion – J. Boyd stated that it is being addressed.

Supervisor's Report:

J. Boyd stated he met with Al Jacobson from Road Commission. The Drain Commission will be noticing residents for the Murdick VanSickland Drain from 1/1/2025-6/1/2026. Update on Culverts, they have been looked at. Mayville Rd complaint due to continuous icy conditions has been addressed. Received another complaint on Clothier Rd and will be addressed. Introduction of Board of Review Members. Board of Review Training will be completed by all 4 including Supervisor.

Board of Review dates have been set for Monday, March 10th, 2025 between 9:00 am – 3:00 pm and Wednesday, March 12th, 2025 between 3:00 pm and 9:00 pm.

Motion made by J. Boyd, seconded by Kelly to approve the Wilkinson Contract for 2 applications for Road Brining and the Expense to be paid at the February Meeting. Motion Carried.

Motion made by J. Boyd, seconded by Hubbard to appoint Lisa Fox as Board of Review – Chair. Motion carried.

Motion made by J. Boyd, seconded by Kelly to appoint MaryAnna Hartsell as Board of Review. Motion carried.

Motion made by Hubbard, seconded by Sabin to appoint Sharon Klawender as Board of Review. Motion carried.

J. Boyd swore in Lisa Fox as Board of Review – Chair, MaryAnna Hartsell as Board of Review & Sharon Klawender as Board of Review. Oaths of Office were signed.

J. Boyd read resignation letter of Courtney Blonde as Deputy Treasurer.

Motion made by S. Boyd, seconded by Hubbard to accept the resignation of Courtney Blonde as Deputy Treasurer, effective immediately. Motion carried.

S. Boyd introduced Ali Kelly as her new Deputy Treasurer

Motion made by S. Boyd, seconded by M. Kelly to appoint Ali Kelly as Deputy Treasurer. Motion carried.

J. Boyd swore in Ali Kelly as Deputy Treasurer. Oath of Office was signed.

Motion made by S. Boyd, seconded by Hubbard to add Ali Kelly - Deputy Treasurer as signee of checks as well as Shari Boyd – Treasurer, Melissa Kelly – Clerk and Rex Vroman – Deputy Clerk on all Koylton Township accounts. Motion carried.

Motion made by S. Boyd, seconded by Sabin to remove Doug Kramer from all Koylton Township Bank accounts at Tri-County Bank.

J. Boyd introduced Ali Kelly as Planning Commission Secretary and Ray Alatalo as Planning Commission Chair.

Motion made by J. Boyd, seconded by S. Boyd to appoint Ali Kelly as Planning Commission Secretary and Ray Alatalo as Planning Commission Chair. Motion carried.

Motion made by J. Boyd, seconded by Hubbard to appoint Ali Kelly as Planning Commission Secretary for a 2-year term and Ray Alatalo as Planning Commission Chair for a 4-year term. Motion carried.

J. Boyd swore in Ali Kelly as Planning Commission Secretary and Ray Alatalo as Planning Commission Chair. Oaths of Office were signed.

J. Boyd introduced Jeff Machota as CCO – Code Compliance Officer.

Motion made by J. Boyd, seconded by Hubbard to appoint Jeff Machota as CCO – Code Compliance Officer. Motion carried.

J. Boyd swore in Jeff Machota. Oath of Office was signed.

Code Compliance Officer Report: 1 permit was issued for a Pole Barn Construction. Variance approved and \$35 was collected.

Motion made by S. Boyd, seconded by Hubbard for Resolution #2025-01 recommended Supervisor Salary in the amount of \$10,800.00 per year. Motion carried.

Motion made by Hubbard, seconded by Sabin for Resolution #2025-02 recommended Clerk Salary in the amount of \$18,600.00 per year. Motion carried.

Motion made by Kelly, seconded by Hubbard for Resolution #2025-03 recommended Treasurer Salary in the amount of \$15,600.00 per year. Motion carried.

Motion made by Hubbard, seconded by Sabin for Resolution #2025-04 recommended CCO Salary in the amount of \$5,100.00 per year. Motion carried.

Motion made by J. Boyl, seconded by Hubbard for Resolution #2025-05 to Adopt Poverty Exemption Income Guidelines and Asset Test. Motion carried.

Roll Call Vote: “Aye” 5 – J.Boyl, Kelly, S. Boyl, Hubbard & Sabin “Nay” 0

Motion made by S. Boyl, seconded by Hubbard to hold the Annual Meeting on March 13, 2025 @ 6 pm. Motion carried.

Motion made by S. Boyle, seconded by Sabin to hold the Budget Hearing Meeting on March 13, 2025 @ 6:45 pm following the Annual Meeting. Motion carried.

Motion made by S. Boyl, seconded by Hubbard to hold the Regular monthly Board Meeting on March 13, 2025 @ 7:00 pm following the Budget Hearing Meeting. Motion carried.

Clerk Report:

Rex Vroman has agreed to stay on a while longer as Deputy Clerk and was sworn in by Kelly.

The Mileage rate has increased to \$0.70 per mile for 2025.

King & King is currently working on end of year tax forms along with W-2's and 1099's for 2024.

An adjustment of \$40.28 needs to be added to the December Expense report making the new total \$20,797.94 for General Fund Bank Checks that were ordered but not charged for before our December Meeting.

For Elections, we need to upgrade our EPB – Electronic Polebook to Windows 11. Microsoft will stop supporting Windows 10 in October 2025. It is recommended if your computer does not support Windows 11 or is 5 years old that it be replaced. S. Boyl is looking for the best deal with all the computer requirements. There is currently a 2024 Supplement grant under the Election Security Reimbursement Program that will reimburse us for the computer.

Kelly is currently working on Worker's Compensation Audit for Accident Fund Insurance Company.

Motion made by S. Boyl, seconded by Hubbard to pay bills in the amount of \$8,341.18 for January. Motion carried.

Motion made by Hubbard, seconded by Kelly to adjourn @ 8:30 pm.

Respectfully submitted:

Melissa Kelly, Koylton Twp Clerk