

**Royalton Township Board of Trustees  
Regular Board Meeting June 13, 2022  
Royalton Township Hall**

The regular June 13, 2022 meeting of the Royalton Township Board of Trustees was called to order at 7:00 P.M. by Supervisor Robert Basselman.

*Members Present:* Robert Basselman, Supervisor; Rachel Bernard, Clerk; Michael Eisenhart, Treasurer; Julie Marsh, Trustee; Jason Ackerman, Trustee

*Members Absent:* None

*Others Present:* Steve Tilly, Township Manager; Bill Boyd, Building/Official Zoning Administrator;

**Motion by Eisenhart to approve the agenda as presented. Seconded by Ackerman.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

**Motion by Ackerman to approve the May 9, 2022 Regular Board minutes and the Executive Committee Meeting minutes and the May 27, 2022 Special Meeting minutes as presented. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Eisenhart presented the Treasurer's Report showing a fund balance of \$3,002,462.19 in UFCU for May 2022.

**Motion by Bernard to approve the Treasurer's Report as presented. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

**Motion by Eisenhart to approve the payment of bills for May 2022 totaling \$222,481.80 and payroll totaling \$36,355.02. Seconded by Bernard.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Planning Commission Report: Did not meet in May or June. No action was taken.

Library report presented by Linda from the Lincoln Township Library. No action was taken.

Sheriff's report April 2022 was submitted prior to meeting. No action was taken.

Old Business: None

New Business:

An Emergency Management Resolution is required by the County appointing an emergency management coordinator.

**Motion by Eisenhart to appoint Steve Tilly as the Emergency Management Coordinator for Royalton Township for 2022-2023. Seconded by Ackerman. Roll call was taken.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

A Resolution to Authorize the Acceptance of Payments By Financial Transaction Devices was presented by Tilly so that the Township can move forward with credit card payments. **Motion by Eisenhart to approve the Resolution to Authorize the Acceptance of Payments By Financial Transaction Devices. Seconded by Bernard. Roll call was taken.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Tilly presented a quote from Michigan Office Environments for a new board room table system and chairs. Discussion to replace the table and board chairs but not the audience chairs for now.

**Motion by Eisenhart to approve the purchase of just the new board room table and chairs and not the 40 audience chairs and cart. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain: (Motion carried 5-0)**

Tilly discussed adjusting the office hours to 8 am – 5 pm Monday – Thursday and Friday 8 am – 3 pm. Discussion about working until 5 pm during special times of the year such tax and election time.

**Motion by Eisenhart to adjust the office hours to Monday – Thursday 8 am – 5 pm and Friday 8 am – 3 pm, and Friday 8 am – 5 pm during tax and election time. Seconded by Marsh.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain:**

**(Motion carried 5-0)**

Tilly stated that the Township has received two applications for Building Inspector. Discussion to postpone determining how the interview process will go until the end of the month when all applications are in. **Motion by Bernard to postpone setting the Building Inspector interviews until the July meeting. Seconded by Eisenhart.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain:**

**(Motion carried 5-0)**

Business from Audience: None.

Items not on Agenda: None.

Committee Reports:

Tilly stated that at the Water Authority meeting a 5% increase of treatment fees was discussed.

Eisenhart (Fire Board) discussed the new tanks and breathing apparatus features.

Basselmann (Fire Board) discussed the pancake breakfast the Fire Department will be having at the Maiden Lane car show on Saturday June 18.

**Motion to adjourn by Eisenhart at 7:48 PM. Seconded by Ackerman.**

**Ayes: Basselman, Bernard, Eisenhart, Ackerman and Marsh**

**Nays:**

**Absent:**

**Abstain:**

**(Motion carried 5-0)**

Respectfully Submitted,

Rachel Bernard, Clerk