

TOWNSHIP OF BURLINGTON
MINUTES OF REGULAR MEETING

HELD March 11, 2025

Candy Albertson, Clerk

Burlington Twp.

The regular meeting was called to order at 7:00 p.m., by Supervisor Howland. Board Members present: Howland, Horen, Wilson, Castle, & Albertson. Guests: Chief Jim Rye & Asst. Chief Chad Conquergood and Residents of Burlington Twp.

All joined in the Pledge of Allegiance.

Minutes from: February 11, 2025, REGULAR MEETING – Castle made a motion to accept minutes as presented, Horen 2nd to accept minutes as presented, board voted and passed.

Financial Report: Horen presented Financial Reports. Albertson made a motion to accept financials, Wilson 2nd to accept financials, board voted and passed.

*Put \$225,000.00 from Fire Assessment into a 6-month CD @ 3.80%, matures 8/14/25 *Deb will be going to the County to settle taxes Thursday, March 13th. * The CD's coming due, we are going to let roll until after Annual Meeting. * Excess funds at TCB, looking at CD at Choice One Bank @ 4.05% * Discussed Positive Pay at Independent Bank, an extra security measure to avoid fraud, cost \$25/month.

Fire Department: Chief Jim Rye & Asst Chief, Chad Conquergood: * Busy month for Fire Runs, 3 structure fires, 1 vehicle fire, and a lift assist * Working on getting more FF's certified to drive trucks. * Chief notified Koylton RE: the February 2025 Koylton Township Run and discussed the 2 past due Koylton runs. *Februarys Search & Rescue went well. Burlington, Marlette FF and Students joining in the training. * Updating Class A Uniforms * Fit the Certified FF that came to Burlington for uniforms * National Fire Academy has been cancelled until end of August as of now. Burlington most likely will not be able to go to Academy this year * FF Cancer Research, Women in FF, along with others cancelled for now. *Michigan's Fire Marshall has resigned and put in his 2 weeks' notice * Pump on 31 leaking fuel, will be getting that looked at * Camden (Ferkowicz's step daughter) has resigned and turned in her gear. * Waiting on dates from the MFR Instructor to start classes. Would like to implement MFR this year. Need to add MFR to next year's budget

Clerk Reports:

- Monthly Bills
- Budget

- Invoicing – A/R Aging Report
- Mail & Correspondence
- Elections
- Notes

Pay Bills: Horen made a motion to amend the monthly bills, adding check for Brine in the amount of \$21,888.00, new total of \$65,144.61, Castle 2nd motion to amend, board voted and passed * Horen made a motion to pay bills as amended, Wilson 2nd to pay bills as amended. Township General Fund checks 17273-17308, totaling \$65,144.61 and FD Account Check # 1019 in the amount of \$ 141.05. Board voted and passed. * Discussed A/R Aging Detail Report. Clerk has sent the 2023 past due invoices to collections. Supervisor has been in contact with GFL, GFL said payment has been expedited, still have not received. * Albertson made a motion to Amend the following budget lines, 1.) Increase Capital by \$37,000.00, 2.) Increase FD Insurance by \$16,000, 3.) Increase Township Board Other by \$6,250.00. Horen 2nd motion to amend budget lines, board voted and passed. *Additional Checks cut after meeting #17309, made payable to Lapeer County Drain Commissioner in the amount of \$23,807.71 for Drains at Large, bill was sent to prior Clerk & Treasurer back in October and never paid. Township General Fund Checks # 17310-17325, totaling \$7,086.70, dated March 27 & 31st for Fire Misc and Fire Payroll.

Supervisor: Barnes Rd, from M53 to Jefferson Rd and Jefferson Rd, from North Branch Village to Clifford Rd, scheduled to be paved this summer. * LCRC concerned about road conditions once frost comes out. * April 15th, Supervisor hosting MTA & Supervisor Meeting, starting at 6 p.m.

Old Business: Discussed Solar Ordinance. Horen made a motion to accept and adopt Solar Ordinance #25-01, Castle 2nd motion to accept and adopt solar ordinance, board voted and passed. Roll Call Vote: Wilson – YES, Castle – YES, Horen – YES, Howland – YES, Albertson – YES. Passes with 5 YES Votes. * Deb to look into MTA website, to get Chief Rye added and look into cost of upgrading MTA subscription.

New Business: * Discussed Insurance Policies, EMC, VFIS, etc.

* Discussed Investment Policy and Credit Card Use Resolutions. Albertson made a motion to Accept and Adopt Credit Card Use Resolution #25-02 as drafted, Castle 2nd motion to accept and adopt Credit Card Use Resolution as drafted, Board Voted and passed. Roll Call Vote: Wilson – YES, Castle – YES, Horen – YES, Howland – YES, Albertson – YES. Passes with 5 YES Votes.

* Albertson made a motion to Accept and Adopt Investment Policy Resolution #25-03 as drafted, Wilson 2nd motion to accept and adopt Investment Policy Resolution, board voted and passed.

Roll Call Vote: Wilson – YES, Castle – YES, Horen – YES, Howland – YES, Albertson – YES.
Passes with 5 YES Votes.

* Albertson made a motion to Invest \$200,000.00 from the TCB General Fund into a 6-month CD at Choice One Bank, Wilson 2nd motion to invest TCB Funds, board voted and passed *CD amount changed to \$100,000.00 at this time, due to unexpected bills. May increase, will discuss in the future

Public Time: No Comments

Meeting Adjourned: 8:57p.m. Horen made a motion adjourn, Wilson 2nd to adjourn. Motion voted and passed.

Respectfully submitted,

Candy Albertson, Clerk