

APPROVED

Assyria Township Board Minutes
September 3, 2019

A regular meeting of the Assyria Township Board was held at the Assyria Township Hall on, September 3, 2019. The meeting was called to order at 7:30 p.m. and the Pledge of Allegiance was recited.

Members present: M. Timmons, T. Ryder-Stephens, G. Waterbury, J. Miller and A. Terry

COUNTY COMMISSIONER'S REPORT: ABSENT

Public Comment: None

Previous minutes reviewed and approved as written.

The bills were reviewed. Motion made by J. Miller, Supported by T. Stephens-Ryder to pay the bills. All members vote YES

CLERK:

- The township has not received an official notice, however at this point in time it appears as through Assyria Township will not be holding an election in November.
- Established an account for the BS&A Software Fees to go to, account 101-804.
- The account will need to be funded in order to pay the bill.

Motion made by A. Terry, supported by T. Ryder-Stephens to move \$1,502.00 from account 101-801 Accounting and Auditing Fees to account 101-804 BS&A Software Fees. .
All members vote YES

In regard to training on the computer, the clerk feels it would be more beneficial to be trained by Pam Eastman, the IT person, rather than taking a class at KCC or some other standard training. Pam understands what the Clerk needs to know in order to be more efficient with the normal monthly task and election duties.

-Motion made by M. Timmons, supported by A. Terry to hire Pam Eastman to train the clerk, possibly the treasurer and Deputy clerk at a rate of \$50.00 per hour, not to exceed the amount of \$300.00.

All members vote YES

TREASURER:

- September 16 is the last day to pay taxes.
- The treasurer would like to take the BS&A Training when an opening becomes available.

Motion made by T. Ryder-Stephens, supported by J. Miller to approve the Treasurer to attend BS&A training when there is an opening available, not to exceed \$300.00.

All members vote YES

TRUSTEE: Gene Waterbury

-Would like the board to consider putting money in the budget to redo **the inside of the** old part of the building.

TRUSTEE: J. Miller

-Discussion in regard to putting insulation in the old part of the building. The board gave their approval for him to **look into what would be required.**

-Discussion in regard to the Historical Corner. The Board consensus was that the Northwest corner be the "History Corner".

-Would like to be reimbursed \$137.05 for the items he purchased for the Historical corner.

- **There was discussion with regard to projects on the outside of the building that were not included at the time the new addition was done.**

-Discussion in regard to the installation of the drop box.

Motion made by J. Miller, supported by T. Ryder-Stephens to install the drop box not to exceed \$350.00.

All members vote YES

ASSESSOR: ABSENT

SUPERVISOR:

-Discussion in regard to **leveling the ground on the south east side of the hall.** The board gave their approval for him to **seek estimates from Hamilton excavation.**

-Discussion in regard to the Historical open house, Saturday, September 28 at 6:00 pm. Ad to run in the Reminder Saturday the 7th and Saturday the 14th. The public is encouraged to attend and bring any township information they would like to share.

PUBLIC COMMENT: NONE

OLD BUSINESS: NONE

Meeting adjourned at 8:40 p.m.

Respectfully submitted,
Annette Terry
Assyria Township Clerk

08/29/2019	10316	Pamela J Eastman	QuickBooks payroll	-23.32
08/31/2019	10317	Barry County Telephone	Tele/internet 8-15 to 8-14-2019	-91.77
08/31/2019	10318	BS&A Software	BSA annual support for tax and assessing.	-1,502.00
08/31/2019	10319	Barry County Road Commission	Gravel for unpaved roads.	-
08/31/2019	10320	Annette Terry	August Clerk	10,000.00
08/31/2019	10321	Eugene T Waterbury	August Trustee	-657.63
08/31/2019	10322	James D Miller	August Trustee	-109.27
08/31/2019	10323	Mike P Timmons	August Supervisor	-104.25
08/31/2019	10324	Pamela Jo Eastman	August IT	-505.91
08/31/2019	10325	Roger L Smith	August Assessor	-234.30
08/31/2019	10326	Terry Ryder-Stephens	August Treasurer	-947.93
08/31/2019	10327	Heidi Bartha	August Deputy Clerk	-763.45
08/31/2019	10328	Consumers Energy	Elec 7-24 to 8-21-2019	-45.25
08/31/2019	10329	Terry Ryder Stephens	Reimbursement for Toner	-40.54
08/31/2019	10330	GDH & Sons LLC	August Sexton	-52.97
				-1,394.16