

Minutes of the Regular Meeting of the Spencer Township Board
Spencer Township Hall
Tuesday, December 17, 2013
7:30 p.m.

1. Supervisor Knapp called the meeting to order at 7:30 p.m.
Present: Supervisor Knapp, Clerk Biegalle, Treasurer Gaglio, Trustee Fransden and Tow.
Absent: None
Also Present: Fire Chief Wright, Lt. Lotterman and other interested parties.

2. Supervisor Knapp led the Pledge of Allegiance to the Flag.

Motion was made by Treasurer Gaglio and supported by Trustee Fransden to amend the Agenda to include Discussion regarding the cleaning service. Motion carried unanimously.

3. Motion was made by Trustee Fransden and supported by Trustee Tow to approve the written minutes from the following meeting with the addition of Tom Norton as State Representative:
- November 19, 2013 (Regular Board Meeting)
- Motion carried unanimously.

4. Motion was made by Trustee Fransden and supported by Trustee Tow to approve the bills as listed for the month of December. Motion carried unanimously.

5. Motion was made by Trustee Fransden and supported by Trustee Tow to approve the Treasurer's report as presented. Motion carried unanimously.

6. Public Comments/Presentations - (relevant to Township business. Time limit: 3 min.)

7. Communications

- Charter Communications – re: Adjustments to pricing.

8. Reports:

- Supervisor's Report & Zoning
 - Kent County Road Commission doing well with plowing.
 - Zoning – the fines have been paid regarding the Avery suit.
- Fire Chief's Report
 - Chief Wright read the monthly report for December.
 - Chief Wright will bring the \$ amount for ISO equipment at next month's meeting.
- Planning and Zoning Report
 - None to report
- Library Report
 - Clerk Biegalle read the monthly report.

9. Old Business

10. New Business

- **Consider Approval of Township Board Calendar for 2014.**
Motion was made by Trustee Fransden and supported by Trustee Tow to approve the Township Calendar for 2014 with the addition of November 26th to the dates the Township Hall will be closed. Motion carried unanimously.
- **Consider Approval of Bids for Replacement of Township Hall Heating/Cooling units.**
Supervisor Knapp reviewed the issues with the Heating/Cooling Units. Discussion followed. Motion was made by Trustee Fransden and supported by Trustee Tow to table the awarding of the replacement of the Township Hall Heating/Cooling units. Motion carried unanimously.
- **Consider Approval of KCRC Local Road Construction Authorization for 16 Mile Rd. (Harvard Ave. to Keller Ave.)**
Supervisor Knapp reviewed the Construction Authorization from the KCRC. Discussion followed. Motion was made

by Trustee Tow and supported by Trustee Fransden to not approve the Road Construction Authorization for Engineering Work order to establish grade line and alignment for future improvements for 16 Mile Rd. (Harvard Ave. to Keller Ave.) Motion carried unanimously.

- **Consider Approval of Bids for Carpet Replacement in Library.**

Motion was made by Treasurer Geglio and supported by Trustee Fransden to approve the Carpet Replacement Bid for the Library to Rockford Floor Covering in the amount of \$6,871.69 with the provision to include the removal of all books be done by KDL staff. Motion carried unanimously by roll call vote.

- **Discussion regarding the Cleaning Service for Township Hall.**

Treasurer Geglio stated that there has been some discussion on what the job description of the cleaning service was. Evidently the current cleaners are only cleaning a portion of the Hall/Community Room every other week. It was the consensus of the Board to instruct the cleaning company that there was to be a full job done every week and the cleaning of Township Hall will be bid out at the end of our fiscal year...this was also to include an additional \$25.00/wk.

It was also suggested that we get the tile floors stripped soon.

11. Adjournment

Motion was made by Trustee Fransden and supported by Trustee Tow to adjourn. Motion carried unanimously.

Meeting adjourned at 9:08 p.m.

Respectfully submitted,

Approved by:

Denise M. Biegalle, Clerk

Jeff Knapp, Supervisor