

**ASSYRIA TOWNSHIP Board**  
**Minutes of the Regular Board meeting**  
**May 6, 2024**

**CALL TO ORDER:** 1831

**PLEDGE OF ALLEGIANCE**

**Members present:** Haralson, Miller, Ryder-Stephens, H. Wing, and T. Wing

**Moved** by T. Wing, second by Haralson, to approve the May 6, 2024 agenda, all ayes, motion carried.

**Moved** by H. Wing, second by Ryder-Stephens, to approve the March 30, 2024 minutes, all ayes, motion carried.

**Reports from Community Officials:**

- Commissioner Bruce Campbell :
- Bellevue Community Fire: Mr. Stewart: 32 calls ytd; for Assyria Township 17% of the calls; Jenkins Rd garbage burning complaint
- Cemetery Committee Sandy Schilz: webinar on May 8.
- Webmaster Parry Gignac: not present

**Clerk Report:**

**Moved** by Miller, second by Ryder-Stephens to approve budget as amended by the electors on March 30, 2024, all ayes, motion carried.

**Moved** by H. Wing second by Ryder-Stephens to approve using a standard letterhead for correspondence and statements, all ayes, motion carried.

**Moved** by H. Wing, second by Ryder-Stephens to approve the recommended change from Johnstown Township for quarterly billing in place of bi-annual for Fire Department billing, all ayes, motion carried.

**Moved** by T. Wing second by Miller to pay the bill from GDH for a February 3, 2024 fire department assist in the amount of \$400, the balance to be billed to the landowner for reimbursement, all ayes, motion carried.

**Moved** by H. Wing, second by Haralson to approve the Walker, Fluke and Sheldon engagement letter and authorize the chair to sign, all ayes, motion carried.

**Moved** by H. Wing, second by Ryder-Stephens to approve the L-4029, authorize the Chair and Clerk to sign and submit to the Barry County Clerk and Equalization departments, all ayes, motion carried.

- Discussion on Post Office Box retention until November 1<sup>st</sup> due to the amount of election supplies that are already labeled with the P.O. Box
- Pennfield Millage Election tomorrow, required to maintain clerk's election hours.
- Updated township information for US Vote Foundation
- ALS sent a thank you for the business as well as the results on second air quality test.
- Second Amendment Resolution – Still needs some board signatures.

**Moved** by H. Wing, second by Ryder-Stephens to approve the upgrade to QuickBooks Enterprise Gold, all ayes, motion carried.

- AT&T contract received.
- Received \$1068 refund for over payment of Workman Comp premium.
- Agreement for Consolidated election with Baltimore and Maple Grove townships signed with new officers.
- Election Security Training completed.
- Cemetery Webinar with MTA staff scheduled for May 8<sup>th</sup> at noon.

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- Introduced cemetery ordinance wording and amendment ideas for discussion at next meeting.

Moved by Miller, second by H. Wing to spend up to \$8000 to repair Ellis Cemetery fence,  
T. Wing, nay Haralson, aye Miller, aye Ryder-Stephens, aye H. Wing aye, motion carried.

- Still working on the Insurance policy to do list.

**Treasurer report:**

**Moved** by Ryder-Stephens, second by Z. Haralson, to pay the monthly bills, all ayes, motion carried.

- Black Knight inquired about purchasing the tax and assessment rolls.

**Assessor report:**

- Request to authorization to be able to access BSNA from remote location, granted.

**Trustees reports:**

**Haralson:**

- still waiting on second eaves trough bid.
- road commission shoulder work concerns.

**Miller:**

**Supervisor report:**

- Roads- black top year, no extra chloride, brush clearing on roadsides seems to be finished.
- Fire Board – Still issues with Bellevue Village. Fire Board will bill Bellevue Village for calls.
- Hall Remodel project – Still looking for someone to lead the committee to remodel.
- Sandy Schilz – request to host a Meet and Greet for Sheriff Leaf on June 8<sup>th</sup> at the township hall.

**Moved** by T. Wing, second by Miller to allow the reservation pending insurance policy approval, all ayes, motion carried.

**Public comment:**

Concerns with cemetery plot settling message sent to sexton .

**Meeting adjourned: 2035**

Tom Wing  
Supervisor \_\_\_\_\_

Submitted  
H. Wing  
Assyria Township Clerk

Approved: \_\_\_\_\_