

PARMA TOWNSHIP  
PO BOX 51  
ALBION, MI 49224

PARMA TOWNSHIP BOARD REGULAR MEETING  
February 8, 2021

The meeting was called to order at 7:00pm by Chamberlain in the Township Hall, 16407 Comdon Road Albion, Michigan. The pledge to the flag followed. Present: Chamberlain, Dermyer, Stanham, Harris, Mathias, Paul Zuck, and one observer. Absent: Mohney

Deputy Caroffino not in attendance.

November 9, 2020 Board regular meeting minutes were corrected and entered into the records.

Dermyer gave the treasurers report. Fund balances as of January 31, 2021 are as follows: General \$179,246.30, Water \$76,135. Parma Township office will be open Tax Day February 16, 2021 from 9am-5pm, after 5pm a 3% penalty will be applied.

Stanham moved Chamberlain carried to allow Treasurer Dermyer to collect summer property taxes for Jackson College, Jackson County ISD, and Western Public school. Stanham yes, Chamberlain yes, Dermyer yes, Harris yes.

Paul Zuck gave the fire report. Total calls for December were 65 runs. Bills for December totaled \$18,921.04. 66.8% of the budget used as of December 2020 with capital fund balance of \$1,380,761.86 and insurance recovery fund balance of \$32,586.00. January had 70 runs. Bills for January 2021 totaled \$19,739.40. 73% of the budget used as of January 2021 with a capital fund balance of \$1,354,524.24. The chief was authorized to auction the jeep, minimum bid \$3000, and was sold for \$7000. The final inspection of the new fire engine scheduled for February 15-17<sup>th</sup>, once completed engine will be shipped to Spartan Motors and should be delivered by March 2021. Discussion being had about adding clerical help for 5-10 hours/month. Voted to purchase a complete set of extraction tools for the new engine. Intergovernmental Agreement signed with other departments for the Assistance to Firefighters Grant (AFG) to meet the firefighting and emergency response needs of fire departments and non-affiliated emergency medical service organizations.

Chamberlain had nothing to report in the Water Department.

Zuck reported the Planning Commission will be meeting for the master plan revision. Asking Grant Bauman for amendments and new demographics. The Planning Commission will be meeting in June and August of 2021.

Stanham reported a combined total of inspections performed in November 2020, December 2020, and January 2021. There were 13 building, 4 mechanical, 6 plumbing, and 7 electrical inspections.

## **ANNOUNCEMENTS:**

2/10/21 @ 6:30pm – Meeting (zoom) Parma fire & supervisors for discussion of millage increase

2/11/21 @10:00am - Budget workshop meeting

3/2/21 @ 1:00pm – Organizational Board of Review

3/10/21 & 3/16/21 – Board of Review hearing appeals

## **OLD BUSINESS:**

Chamberlain postponed appointing construction board of review members noting that the construction board members should be knowledgeable of trade. 4 members to include 1 electrical, 1 mechanical, 1 plumbing, and 1 building.

Pending litigation of Joe Gibbs regarding failure to comply with township ordinances, if not brought into compliance by Friday, February 12, 2021 township will proceed.

## **NEW BUSINESS:**

Budget review will be held February 11, 2021 at 10:00am.

Chamberlain moved Stanham seconded carried to appoint Bonnie Center, Mary Deardurff, and Mary Stanham as Parma Township Board of Review members. Chamberlain yes, Stanham yes, Dermeyer yes, Harris yes.

Dermeyer moved, Stanham seconded carried Resolution 21-1 to adopt poverty guidelines for Board of Review with exemptions 25%, 50% or 100%. Dermeyer yes, Stanham yes, Harris yes, Chamberlain yes.

Stanham moved Dermeyer seconded carried to adopt Form 57-37 application for MCL 211.7u Poverty Exemptions. Stanham yes, Dermeyer yes, Harris yes, Chamberlain yes.

Chamberlain moved Harris seconded carried to ratify fire board members with reappointment of Dennis Vogt. Chamberlain yes, Harris yes, Dermeyer yes, Stanham yes.

Chamberlain moved Dermeyer seconded carried to appoint Mary Stanham to the Planning Commission. Chamberlain yes, Dermeyer yes, Stanham yes, Harris yes.

Chamberlain moved Dermeyer seconded carried to adopt new Parma Township business hours and days through the remainder of the 2020/2021 fiscal year to Monday 10a-6p, Tuesday and Wednesday 8a-4p, closed Thursday. Chamberlain yes, Dermeyer yes, Stanham yes, Harris yes

Chamberlain moved Stanham seconded carried to adopt Resolution 21-2 to allow local residents to protest to Board of Review in writing. Chamberlain yes, Stanham yes, Dermeyer yes, Harris yes.

Stanham moved Dermeyer seconded carried to adopt Parma Township, Springport Township, and Tompkins Township Interlocal Agreement to Form Combined Board of Review for 2021. Stanham yes, Dermeyer yes. Harris yes, Chamberlain yes.

Chamberlain moved Dermyer seconded carried to appoint Paul Zuck as a land division member. Chamberlain yes, Dermyer yes, Harris yes, Stanham yes

Chamberlain moved Stanham seconded to adopt Resolution 21-3 Water Engineers salary to \$14,000 per year. Chamberlain yes, Stanham yes, Dermyer yes, Harris yes.

Chamberlain moved Stanham seconded to adopt Resolution 21-4 Clerks salary to \$20,000 per year. Chamberlain yes, Dermyer yes, Stanham yes, Harris yes.

Chamberlain moved Stanham seconded to adopt Resolution 21-5 Treasurers salary to \$25,000 per year. Chamberlain yes, Stanham yes, Dermyer yes, Harris yes.

Stanham moved Dermyer seconded to adopt Resolution 21-6 Supervisors salary to \$20,000 per year. Stanham yes, Dermyer yes, Harris yes, Chamberlain yes.

Jackson County Conservation District sent all supervisors information regarding Household Hazardous Waste (HHW) collection days for 2021. Parma Township obligation of \$500.80 if adopted.

Dermyer moved Stanham seconded carried to allow Clerk to make necessary budget amendments on or before end of the 2020/2021 fiscal year. Dermyer yes, Stanham yes, Harris yes, Chamberlain yes.

Dermyer moved Harris seconded carried to pay the bills as presented and all routine ones that occur on or before the end of February 2021. Dermyer yes, Harris yes, Stanham yes, Chamberlain yes.

Meeting adjourned at 7:53pm

Submitted,

Sarah Stanham, Clerk

By Stacia Mathias, Deputy Clerk