**DAYTON TOWNSHIP**

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Proposed Meeting Minutes

April 1, 2024

Supervisor-Travis Klimek Trustee-Greg Lotter

Treasurer-Anna Blackwell Trustee-Bob Steele

Clerk-Sandy Wiseman

1. **Call to order with pledge to the Flag-**Meeting called to order 7:01 p.m.
2. **Adoption of Agenda-**Mr. Klimek added Resolution to establish Fire Run Fees
3. **Minutes of Previous Meetings-**Trustee Lotter motion to approveMarch 4th Board Meeting minutes, 2nd by Trustee Steele, all were in favor. Motion to approve March 30th Budget Hearing Minutes made by Mr. Lotter, 2nd by Mr. Steele, all in favor.
4. **Public Comment-**Mrs. Shaver inquired about list of township duties and responsibilities, clerk ordered new handbooks from MTA for board and commission members. Resident made mention of blight issue on Family Lane still being unkempt.
5. **Reports**
	1. County Commissioner-In attendance, nothing new to report.
	2. Ambulance-No report
	3. Mayville Fire- Chief Blackmer submitted report, 43 incidents so far this year. Will submit email incident reports to clerk for township to bill resident per newly adopted Fire Run Fee resolution. Burn permits still online request however people may still apply via phone.
	4. Kingston Fire-No report
	5. Library- No report
	6. Museum-No report
	7. Planning Commission-Mr. Graham read minutes from Feb 19 pertaining to special land use permit. Special hearing tentatively set for April 15th will verify notice posted or may have to postpone? Further attention needed on ordinances in the matter.
	8. Zoning Administrator-Zero permits this month
	9. Blight Enforcement Officer-Absent, Mr. Klimek reports blight officer working on 3 issues, issuing citation to one.
	10. Cemetery-Eleanor reported one burial
	11. Assessor-No report
	12. Trustees-No report
	13. Supervisor-
	14. Treasurer-Previous Treasurer Kilmer read her report, balance of $716,137.30 on hand April 1st, 2024. Income $410,930.24 Expenses $98,836.65
	15. Clerk-Expense Report-Clerk read report, bills totaling $65,447.32, Deposit to GF of $100,500.00. Trustee Lotter made motion to pay bills, Trustee Steele 2nd, all in favor.
6. **Unfinished Business-**
7. **New Business**
8. Supervisor Klimek welcomed new Treasurer. Anna Blackwell named Eleanor Kilmer as her Deputy Treasurer. Trustee Lotter made motion to appoint Eleanor Kilmer as Deputy Treasurer with permission to sign checks if Treasurer Blackwell is unavailable. Mr. Steele supported motion, all were in favor, motion passed. Clerk Wiseman made motion to add Deputy Clerk to banking to sign checks from Clerk if unavailable. Mr. Lotter supported motion, all were in favor, motion carries.
9. Mr. Steele made motion to transfer Cemetery Records keeping to Township Clerk, Treasurer Blackwell supported, all were in favor, motion carried. Clerk will pick up records April 2nd.
10. Adoption of Employee Handbook tabled for further review/edits.
11. Mr. Seidler inquired about township attorney and special land use issue, suggests we should look into more qualified attorneys with regard to the matter.
12. Adjourn-Mr. Steele made motion to adjourn, Treasurer Blackwell 2nd, all in favor, meeting adjourned 7:59PM.