

**Webber Township**  
**Regular Meeting**  
**3/13/2025**

**Call to Order: 6:00PM**

**Pledge of Allegiance:**

**Attendance Roll Call:** Kelly-Here, Pat-Here, Kathy-Here, Deb-Here, Shaun-Here All Present

**Approval of the Agenda:** Pat made a motion to approve the agenda with the addition of Verifacts to correspondence. Kelly supported. 5 Aye votes, motion carries.

**Approval of the minutes:** Motion to approve the following minutes made by Pat with support by Kelly.

Minutes 2/13/2025 Board Meeting

Minutes 3/6/2026 BOR Member Special Meeting

Minutes 3/12/2025 Finance Meeting

5 Aye votes, motion carries.

**Public Comments** (Everyone has up to 3 minute and one time only)

The new Fire Truck is beautiful!

**Approval of the Accounts payable: (Roll Call Vote)**

General fund Account: Motion to approve made by Pat with support by Deb. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

Sewer & Water Account: Motion to approve made by Pat with support by Kelly. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

Fire Fund Account: Motion to approve made by Deb with support by Kelly. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

Refuse Fund Account: Motion to approve made by Pat with support by Shaun. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

**Treasurers Report:** Pat gave her report. Responded to questions from Feb meeting. There is over \$1,000,000 in tax account due to GEO payment. There was a typo error made in the Fire Saving account. It should be \$39,000, not \$399,000.

**Correspondence:** Deb read a formal complaint from Jackie Jacobs regarding the cemetery not being plowed this winter as agreed by the Sexton. It is cleared now. The board will take this up with the Sexton.

Lake Co Planning Commission letter-this was tabled till the April meeting.

**Guest Speaker:** Kenneth Killborn-Camping Permit issue. Mr. Killborn received a citation for no camping permit. He tried to get one last year but was told he couldn't have one because of failure to get a permit the previous year and camper is located in restricted area. He stated his wife had been ill and died. She handled

family business. He was unaware the permit was not paid. He offered to pay last year and this year. The board will check with ZA to determine if anything can be done on this issue.

**Department Reports** (Do not require vote unless individual items are presented for approval)

Fire Department- Chief gave report. New Fire Truck is outside for public to see. Requested approval for 4 employees to attend FDIC conference in Indianapolis. Spencer will pay admission. Last year the board approved \$2000 for 4 employees. Pat made a motion to approve up to \$3000 for food and lodging with support by Kelly. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries. Chief plans to go to DDA meeting to try to get FD portion of our assessment waived.

S/W & Maintenance – Sam submitted his resignation effective 6/30/25. He can provide information on qualified techs/companies that may fit our needs. The board thanked him for his service.

Co. Road Commissioner-Gary Truxton gave report. Commented that the meeting between the Rd Commission and Republic went well. Republic is willing to work with them on the various issues they had identified.

Grants Report – The park DNR Grant has been finalized and a payment in excess of \$22,000 has been approved.

Zoning Administrator- Shaun read Chris' report. Discussion regarding Iworq Service request. Tim Jammerich said he uses it at the village and it is a good tracking program for Zoning issues. Board will discuss with Chris and Joan to determine what value for the cost they would realize.

Planning Commission-Discussion regarding correcting issues with last meeting per OMA. Discussion on Master Plan and Land Use Plan. They are one and the same. Signatures need to be changed with new Planning Commission members. Needs to go to Public Hearing, then to board for approval. A discussion ensued on various confusing issues for the planning commission.

County Commissioner- N/A

Sheriff Department – N/A

Cemetery Report – N/A

LCEDA -N/A

DDA -N/A

Parks & Recreation – N/A

### **Ongoing Business:**

Damaged Septic – In hands of our Insurance Co

Personnel Matter – In Hands of our Insurance Co

Property sale – The property on Leverence Lake is not to be sold. Two parcels had previously been sold and should not have been. It was suggested we turn this

matter over to an attorney to determine how to handle the two parcels that were sold in error.

Vendor Ordinance-The Vendor Ordinance needs to be corrected. Permit fees are stated differently throughout the document. They do not agree with the Fee Schedule. Fee Schedule lists a Market Manager permit, which is not mentioned in the ordinance. This is a Police Power ordinance so the Board needs to address this. Fee schedule can't be changed until the annual meeting. Pat explained how this ordinance came about, including Market Manager permit. Needs to be fixed. We only have one vendor permit. That resident has expanded his business and will need a site plan review for his business.

### **New Business:**

Road Brine Invoice – Motion to approve up to \$16,000.00 made by Shaun with support by Kathy. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

Resignation from Planning Commission – Mindy has resigned her position as secretary of the Planning Commission. They will need to replace 1 member.

Resignation from BOR – Kathy Young has resigned her position on the BOR. A special meeting was held 3/6/25 to fill 2 BOR positions.

IT Agreement- Deb made a motion to hire Campbell IT Solutions LLC for our IT maintenance with support by Shaun. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries.

Maintenance Employee Applications – Set Interview Date/times – Pat made a motion, with support by Deb, to schedule Maintenance Position interviews on 4/8/25 beginning at 12:00 noon, and on 4/9/25 beginning at 6:00PM for those that can't make the 4/8/25 times. 5 Aye votes. Motion carries.

Scrap tire program-Pat will apply for grant by 4/11/25. Will open up to all of Lake Co this year. This is a residential program only. Will get one truck. Needs volunteers and will set date.

MTA Convention will be held 3/31 – 4/2/25 in Grand Rapids. Pat made a motion to approve up to \$3000 for 3 employees to attend this event including registration, hotels, food, and mileage with support by Kelly. Roll Call: Kelly-Yes, Pat-Yes, Kathy-Yes, Deb-Yes, Shaun-Yes. 5 Yes votes. Motion carries. Not everyone is expected to attend all three dates. There is an option to pay by the day.

Habitat For Humanity ramps – Habitat for Humanity is asking for names of people that may need a handicap ramp at their homes.

Late Time Reports – We are having issues with time reports not being turned in on time. This can result in penalties and interest if tax payments are late. Our Employee handbook states late time reports will be paid the following payday. This is illegal, however, continued late reports can be handled through normal disciplinary measures. It was noted that employees are required to adhere to the measures set forth in the employee handbook, even if they have not signed it. We need to develop a good time tracking mechanism. A member of the public mentioned that Quickbooks does contain a time tracking mechanism. We will check it out.

**Miscellaneous Business: N/A**

**Adjournment :** Motion by Kathy to adjourn with support by Deb. 5 Aye votes. Motion carries.  
Meeting adjourned at 7:39PM