TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF SPECIAL BOARD MEETING

FEBRUARY 22,2018

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Petersen, Schoenherr and Windiate

Absent: None

Audience: None

THE PURPOSE OF THIS SPECIAL MEETING IS TO DISCUSS AGENDA ITEMS ONLY. OTHER ISSUES THAT WOULD NORMALLY COME BEFORE THE BOARD WILL ONLY BE DISCUSSED IF THE ENTIRE BOARD IS PRESENT AND THERE IS A NEED FOR URGENCY.

1. Meeting convened at 6:00 PM. There was no public comment.
2. Discussion of Township Visa Card: After discussion, the **Motion** by Petersen was to fill out application to Alden State Bank for a Torch Lake Township Debit Card. This Debit card would be for Township’s General NOW account for emergency usage, in the event a Visa must be used. The cards are in the name of Torch Lake Township with the Clerk and Treasurer names as signers of the account. The cards will remain at all times in the files of the Clerk’s office. Receipts must accompany any/all transactions to both the Clerk and Treasurer for accounting reconciliation. The Motion was seconded and passed 5-0 roll call vote.
3. Discussion of proposed 2018-19 budget: Work continued on the General Fund Budget. Discussion included possible cell phone stipends for some employees and the day park attendant. Work on the GF budget should be completed at the next meeting, February 27th.
4. Board Comments: There were none.

These Minutes are respectfully submitted and are subject to approval at the next regularly scheduled meeting.

Kathy S. Windiate

Township Clerk