

# Dafter Township Board

Supervisor: Bob Brown  
Clerk: Marcella Reattoir  
Treasurer: Kareen Brown  
Trustee: Erik Baron  
Trustee: Frank Mongene

Meeting Minutes  
for  
April 23, 2024  
7:00 p.m.

Dafter Township Hall  
2926 W. 10 Mile Road  
Dafter, MI 49724

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1. Call to order at 7:00 pm
  - **PRESENT:** Kareen Brown **Present**, Marcella Reattoir **Present**, Bob S Brown **Present**, Frank Mongene **Present**, Erik Baron **Present**.
2. Pledge of Allegiance
3. Approval of the Agenda
  - Erik Baron moved to approve the agenda with the addition of agenda item under Old Business regarding the Emergency Equipment Fund with support from Frank Mongene.  
Passed/ Did not pass Passed unanimously.
4. Approval of Minutes
  - March 19, 2024 Meeting Minutes**  
Bob Brown moved to accept the minutes with support from Kareen Brown.  
Passed/ Did not pass Passed unanimously.
  - March 19, 2024 Budget Meeting Minutes**  
Bob S Brown moved to table accepting these until the next Board meeting with support from Erik Baron. Passed/ Did not pass Passed unanimously.
  - **Election Commission Minutes**  
Bob S Brown moved to accept the minutes with support from Kareen Brown.  
Passed/ Did not pass Passed unanimously.
5. Citizen's Comments  
None
6. County Commissioner Report  
None
7. Community Services Board
  - There are plans to have an open house to unveil the renovations at the townhall – picnic style with games for the children. Frank Mongene moved to approve \$500 from Community Services for this event with support from Kareen Brown. Motion Passed unanimously.
8. Fire Chief Report  
Fire Chief Austin Conway presented his monthly report.
9. Treasurer's Report  
Kareen presented her monthly report.
10. Approval of Bills
  - Approval of Credit Card Charges**  
Erik Baron moved to approve credit card charges and any cash reimbursements with support from Frank Mongene. Passed/ Did not pass Passed unanimously.

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## **-List of Bill Payments to be paid**

Kareen Brown moved to pay the bills for check **#s 9411 – 9425** with support from Erik Baron.  
Passed/ Did not pass Passed unanimously.

\*\*Reminder to have final bills turned in for each FY by the March meeting of that FY.

## 11. Supervisor's Report

### - **Zoning Administrator's Report**

Bob gave an update on the renovations – aiming to be done by the May 7, 2024 election.

Bob S Brown moved to pay all the plaining commission members for the April 15, 2024 meeting with support from Frank Mongene. Motion Passed unanimously.

Bob has issued Permit #5 for the year so far.

### - **Clean Up Day**

Bob shared GFL's idea of having the residents go to the transfer station with their items for clean up day with a cost of \$30 per resident up to a certain weight limit on the refuse. An alternate date with other options will be considered.

## 13. Correspondence

Correspondence from Tori Kruse at Anderson Tackman on budget items was shared and Bob shared correspondence he received.

## 14. Clerk's Report

### - **Budget to Actual Report**

-Upcoming election on May 7, 2024 for a Rudyard School issue with polls open from 7 am - 8 pm.  
Mandatory Clerk hours will be Saturday, May 4, 2024 from 8am – 4 pm.

- Paperwork for running for office. Submitted to the county clerk on April 23, 2024.

- Election Commission Meeting approved the following inspectors for the May 7, 2024 election: Holly Beseau, Flo Anderson, Ann Lougheed. In addition to these inspectors, I will also be there.

- Public Accuracy test for the May 7, 2024 election will be Thursday, May 2, 2024 at 7:00 am.

- QuickBooks Annual Subscription Fee – will need to increase the line item for Data Processing – this has increased in price – we have both an annual payroll fee as well as a monthly payroll fee and an annual subscription fee.

## 15. Old Business

Discussion was had on transferring \$10,000 into the Emergency Equipment Fund. Erik Baron moved to transfer the \$1470 check from the sale of the air packs into the Emergency Equipment Fund as well as the \$10,000 received from the State of Michigan with support from Frank Mongene. Motion Passed unanimously.

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## 16. New Business

- **Newsletter** – Newsletter items are due to the clerk by Thursday, May 2, 2024 so this can get to National Office Products the following week.

## 17. Adjournment

Kareen Brown moved to adjourn at 8:36 PM with support from Erik Baron.  
Passed/ Did not pass Passed unanimously.