Fairgrove Township

Regular Board Meeting

Fairgrove Township Hall

December 20, 2021 7:31 PM

Roll Call: Supervisor Keith Aeder, Clerk Katie Gebhardt, Treasurer Sarah Donovan, Trustee Dennis Hadeway, and Trustee Justin Edwards.

Visitors Present: Pat Donovan-Gray – Deputy Treasurer, Doug Foster – Sexton, Chief Matt Simerson, and Colleen Russell – Deputy Clerk

Call to order/Pledge

Hadeway moved Donovan supported to approve November Meeting minutes, with spelling correction and addition of discussion of Air Advantage Metro Act permit. Passed

Aeder moved Hadeway supported to approve December agenda. Passed

Visitor Comments - None

Visitor Comments Closed

Other Reports

Sexton Report

* 1 cremation

Police

* Report was presented.
* Police meeting - January 11, 7:00 PM Akron Village Hall
* Discussion on current VFW Hall
* Discussion on marijuana growing restriction.

Planning

* Permit 1107 – Dennis Hadeway – lean to addition to existing building.
  + Aeder moved Gebhardt supported permit 1107. Roll Call Vote; Yes: Aeder, Donovan, Edwards, Gebhardt. No: None Hadeway abstains.
* Zoning Hearing for approval of zoning revisions – January 24, 8:30 AM
* Aeder moved Donovan supported to pay planning commission chair and additional $1000 for the extra work on zoning ordinance revisions. Passed.

Supervisors Report

* Road Commission – Discussion on different methods of road maintenance.
* Sheridan between Darbee and 138 is in need of most repairs.
* Discussion on turbine haul routes.
* Dutcher Rd – Original estimate for three miles without blacktop was $1,291,735. New estimate for 2.5 miles without blacktop and reworking curve is $925,268 plus 5% contingency ($971,500). Estimated work to be done in 2022. Blacktop in 2023 with an estimated cost of $512,200.
* Potential need for crack seal on Darbee rd from Kirk to Vassar.
* Gravel needed on Judd Rd and Oakley Rd.
* Discussion about water issues on some roads.
* January Meeting – Road commission may attend to discuss roads.
* Aeder moved Hadeway supported to contract with Wilkinson for brining. Passed
* Fairgrove Fire – In need of new stabilizer jacks and looking at fill solutions of air tanks. Will need additional bottles. Department currently has a full roster.

Unfinished Business

* Aeder moved Hadeway supported to authorize the clerk to purchase a new office printer and folding machine up to $2500 total. Passed.

New Business

* Insurance Meeting January 17th at noon.
* Look into video system for Township Hall.
* Library Board
  + Hadeway moved Donovan supports to reappoint Linda Tonkin and Beth Wilson to the Fairgrove Library Board for 4 year term, term to begin 1/1/22. Passed
* Planning Commission
  + Hadeway moved Aeder supported to reappoint Anne Leen, Marilyn Grzemkowski, and Brian Pike to a 3 year term on the Fairgrove Planning Commission to begin 1/1/22. Passed
* Board of Review
  + Aeder moved Hadeway supported to reappoint Eric Russell, Curtis Bublitz, and Michael Shannon to a 2 year term on the Fairgrove Board of Review. Passed
* Counts from 2010 to 2020 show a reduction of population in the Township. Concerned with count being off.

Financial Report

* Wrong checks sent to the Township for the new General Fund. New checks have been ordered.
* Error with reconciliation of old General Fund in Quicken. Reconciliation shows account is off by less than $100 after being correct the month before. Looking at any issues that could have occurred when TCF switched to Hunting. There were a few different statements that month. Working on resolving the issue.
* Hadeway moved Edwards supported to accept financial report as presented. Passed

Bills

* Edwards moved Hadeway supported to pay bills as presented. Passed.

Board Comment:

* Discussion on usage of ARAP Funds.
* Generator was services.
* Bank Building – Aeder is waiting on updates from LaPratt.

Visitor Comments - None

Hadeway moved Edwards supported to adjourn meeting. Passed

Meeting adjourned 9:25 PM

Respectfully Submitted,

Katie Gebhardt

Fairgrove Township Clerk

**Fairgrove Township Federal Procurement**

**Conflict of Interest Policy**

**I. Purpose**

The purpose of this policy is to establish conflicts of interest guidelines that meet or exceed the requirements under state law and local policy when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects paid for in part or whole by federal funds and required under [2 C.F.R. § 200.318(c)(1)](https://www.law.cornell.edu/cfr/text/2/200.318).

**II. Policy**

This specific policy only applies when procuring goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects funded in part or whole with federal financial assistance (direct or reimbursed). This policy also applies to any subrecipient of the funds.

The employee responsible for managing the federal financial assistance award shall review the notice of award to identify any additional conflicts of interest prohibitions or requirements associated with the award, and shall notify all employees, officers, and agents, including subrecipients, of the requirements of this policy and any additional prohibitions or requirements.

**A. Conflicts of Interest.** In addition to the prohibition against self-benefiting from a public contract under Public Act 317 of 1968 and other applicable state law, no officer, employee, or agent of Fairgrove Township may participate directly or indirectly in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. A real or apparent conflict exists when any of the following parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for award of a contract:

1. the employee, officer, or agent involved in the selection, award, or administration of a contract;

2. any member of his or her immediate family;

3. his or her partner; or

4. an organization which employs or is about to employ any of these parties.

Any officer, employee, or agent with an actual, apparent, or potential conflict of interest as defined in this policy shall report the conflict to his or her immediate supervisor. Any such conflict shall be disclosed in writing to the federal award agency or pass-through entity in accordance with applicable Federal awarding agency policy.

**B. Gifts.** In addition to the prohibition against accepting gifts and favors from vendors and contractors under state law, officers, employees, and agents of Fairgrove Township are prohibited from accepting or soliciting gifts, gratuities, favors, or anything of monetary value from contractors, suppliers, or parties to subcontracts. Items of nominal value valued at less than $ 100, which fall into one of the following categories may be accepted:

1. promotional items;

2. honorariums for participation in meetings; or

3. meals

Any officer, employee or agent who knowingly accepts an item of nominal value allowed under this policy shall report the item to his or her immediate supervisor.

**III. Violation**

Employees violating this policy may be subject to discipline up to and including termination. Contractorviolations of this policy may result in termination of the contract and may prohibit the contractor from being eligible for future contract awards.