

**CEDAR TOWNSHIP
MINUTES
January 18, 2022**

The meeting was called to order at Cedar Township Hall at 7:00 p.m., 9115 170th Avenue, Reed City, Michigan. Board members present: Supervisor Loren Stieg, Treasurer Heather Battle, Clerk Shirley Apsey, Deputy Clerk Cindy Gadbois, and Trustee Mary Clark. Absent was Deputy Treasurer Jean Schember. Also, present was Doug Lockhart, Assessor James Nienhuis, and Mr. Nathaniel Goptord from Brook's Contracting.

Supervisor calls meeting to order. Pledge of Allegiance recited.

- **Motion** to approve December 16, 2021 meeting minutes as presented made by Heather and seconded by Mary. All members voting yes.
- Treasurer's Report presented by Heather; accepted by Mary, seconded by Cindy. Report placed on file.

OLD BUSINESS: Mr. Wanner is scheduled to come next week to fix the outside mercury lights at the hall.

NEW BUSINESS: Mr. Gaptord addressed the board about contracting with Brook's Contracting to develop and maintain the township's website. He answered questions and gave brief overview of their options. Board thanked Mr. Gaptord for his presentation and his options/ideas on doing our township website.

Assessor, James Nienhuis, addressed the board about how things were progressing for him as assessor. Board asked him about needing to be more prepared with forms and answers when the Board of Review has meetings and handling taxpayer's paperwork on exemptions/disabled vets, He was agreeable about being more prepared in the future. Board asked that he be present for the March Taxpayer Appeals dates.

Cindy, Deputy Clerk, will assume the duties of cleaning the hall since Mary has some health/back issues and does not feel she can continue. She worked with Mary this month to know what needs to be done and her responsibilities and pay rate. Board is agreeable with Cindy taking over cleaning role.

Bills were presented for approval; moved by Heather, seconded by Mary, to approve checks 7438 – 7451

- **Motion** to adjourn was made by Mary, seconded by Shirley, all members voting yes.

Shirley Apsey, Clerk
7:40 pm