

WEST BRANCH TOWNSHIP  
REGULAR MEETING  
AUGUST 23rd, 2016 7:00PM

Meeting opened by Supervisor Jack Heidtman with the Pledge of Allegiance. Members present included Supervisor Jack Heidtman, Clerk Michelle Christal, Treasurer Catherine Shaw, Trustee Kris Shaw and Trustee Tim Overmyer. Also present were Deputy Clerk Deena Barnhart, and Ernie Christal.

AGENDA: A motion to accept the agenda with the addition of was made by Tim Overmyer and supported by Catherine Shaw. M/C

PUBLIC COMMENT: None.

MINUTES: A motion to approve the Regular Meeting Minutes was made by Kris Shaw and supported by Tim Overmyer. M/C

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Michelle Christal and supported by Catherine Shaw. M/C

BUDGET: A motion to approve the Budget as presented was made by Catherine Shaw and supported by Tim Overmyer. M/C

BALANCE SHEET: Alright as presented.

BILLS PAYABLE: A motion to pay bills totaling \$15,739.39 was made by Catherine Shaw and supported by Michelle Christal. M/C

ZONING ADMINISTRATOR: Not present.

ASSESSOR REPORT: Not present but discussion was held on the matter of a home that has not been properly taxed. Discussion was also held about the assessor's program and the need for it to be taught to the office staff.

JOINT OPERATIONS: A review of the meeting was given and those minutes are on file.

BUDGET: A motion to approve the JOB budget was made by Catherine Shaw and supported by Michelle Christal. M/C

INTERLOCAL AGREEMENT: A motion to approve the interlocal agreement was made by Tim Overmyer and supported by Kris Shaw. M/C

CORRESPONDENCE: A letter was received from Forsyth Township, requesting a meeting to discuss the SOA (Sawyer Operation Authority). Jack Heidtman discussed a meeting he had with Scott Erbish, the County Administrator, about the SOA.

OLD BUSINESS:

A. PARKING LOT: Discussion was held on the issues with the parking lot. These matters will be addressed as soon as possible by the paving company.

B. CEMETERY SIGN: Jack Heidtman stated he will order the new sign and contact the painter to have it painted.

C. PARK ORDINANCE: A motion to approve the park ordinance was made by Jack Heidtman and supported by Catherine Shaw. M/C

NEW BUSINESS:

OFFICE MANAGER REPORT: Deena Barnhart, the office manager, would like to purchase an external hard drive for the office computers. Discussion was held on this matter and it was decided that an external hard drive will be purchased. Deena also discussed an issue with the newly refinished floor. She's called Mohr Wood Floors about this but wanted the board to be aware. She also discussed a permit to the County Landfill that she suspended due to non payment. She asked the board how to proceed. It was decided that the hauler in question would have to give a \$500 deposit and pay the past due bill in full before being able to regain said permit. Discussion was held with the office manager about learning the Assessor's program. Deena Barnhart also brought up the issue of missing street signs in the township. Jack Heidtman will look into this.

SAWYER ALLIANCE: Tim Overmyer did not attend this meeting.

EXTENDED PUBLIC COMMENT: None

BOARD COMMENT: Michelle Christal discussed a free day at the transfer station. Discussion was also held on the matter of snowplowing.

Meeting adjourned at 8:30 pm

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Submitted by Michelle Christal, Clerk