Leland Township Board Special Meeting  
March 24, 2020 – 10:00 AM  
Virtual Meeting via Zoom  
Minutes

PRESENT:  Supervisor Susan Och, Clerk Lisa Brookfield, Trustee Michael Collins, Trustee Tony Borden  
ABSENT:  Treasurer Shirley Garthe  
GUESTS:  Mr. Mikowski

Ms. Och called the meeting to order at 10:00 a.m. with the Pledge of Allegiance.  
Explanation:  The meeting was held electronically because of a “stay at home” order from the MI State Governor Whitmer because of the COVID19 virus.

APPROVAL OF AGENDA  
ACTION:  Mr. Borden moved to approve the agenda as presented; supported by Ms. Brookfield.  
ROLL CALL  
Supervisor Susan Och:  yes  
Clerk Lisa Brookfield:  Yes  
Treasurer Shirley Garthe:  absent  
Trustee Michael Collins:  Yes  
Trustee Tony Borden:  Yes  

Motion was passed.  (4 in favor, 1 absent)

DECLARATION OF CONFLICT OF INTERESTS – None

APPROVAL OF MINUTES:  There were no previous minutes to approve.

PUBLIC COMMENT  
(Steve Mikowski was able to connect to the meeting but his audio to the meeting could not be heard)  
Mr. Mikowski sent email on contingency budgeting.  The content was read aloud.  It addressed Mr. Mikowski’s thoughts on the impact of the COVID19 crisis on tax revenues, delays, cancellations, grants, and salary and wage increases.  Mr. Mikowski shared from his own business experience.  His complete comment is on file at the Leland Township Office.

ACTION ITEMS  
1.  Amend the Leland Township remote meeting participation policy.  
The amendment was read aloud by Ms. Brookfield:  
"Leland Township, in response to the Governor’s Executive order 2020-21, hereby temporarily amends the policy Participation in Leland Township Meetings via Teleconference to allow completely remote meetings under the conditions described in 2020-21.  
Attach 2020-21.  
This policy will remain in place until 2020-21 is rescinded.”

ACTION:  Ms. Brookfield moved to adopt the amendment to Leland Township’s remote meeting participation policy; supported by Mr. Borden.  
ROLL CALL  
Supervisor Susan Och:  yes  
Clerk Lisa Brookfield:  Yes  
Treasurer Shirley Garthe:  absent
2. **Resolution R-20-12 Cancellation of Leland Township Annual Meeting.**

Ms. Och has talked with the MTA about the cancellation of the Annual Meeting due to the “stay at home” order because of COVID19. The thought is that the meeting cannot be cancelled and doing the meeting remotely via the internet is an option. Ms. Och also talked with Robert Parker. Holding the meeting is a resolution and if we approve a new resolution to cancel the meeting, it would undo the first resolution. There was discussion:

- How do we communicate an internet meeting to the people on such short notice.
- Only those who are internet savvy would take part. A good part of the population would not be heard.
- Salary increases were approved in budget meeting but are also approved by the general public at the annual meeting. However, Board decisions about salary increases stand in the event of the absence of an annual meeting.
- We could postpone the annual meeting.
- There are two meetings to consider: the annual meeting which includes department reports, supervisor’s address, and salary considerations. The special meeting is held to make budget adjustments and approve the budget. The special meeting does not have to be postponed, it can be done remotely. The dilemma is that salary considerations are imbedded in the annual meeting (which must be cancelled or postponed) and salaries are approved at the special meeting (which will be held on March 28, 2020)
- Taxes have already been collected to cover this budget and in absence of an annual meeting, the township can set salaries which are incorporated into the budget.
- Some constructs for handling this dilemma were discussed. Salary increases could be put on the agenda for the Budget meeting which is held on March 28. MTA could be consulted again. Robert Parker could be consulted. Mr. Borden suggested that if Mr. Parker agrees that the salary increases can be determined now, that Mr. Parker should write a memo to that effect. The salary decision could be suspended until it can be approved and then paid to the person retroactively. The annual meeting could be postponed up to a certain date.

**ACTION:** Mr. Collins moved to postpone the Annual Meeting until such time as Governor Whitmer’s COVID19 policies and orders allow such a meeting, prior to June 1, 2020, otherwise it shall be cancelled; supported by Mr. Borden.

**Resolution R-20-12**

**ROLL CALL**

- Supervisor Susan Och: yes
- Clerk Lisa Brookfield: Yes
- Treasurer Shirley Garthe: absent
- Trustee Michael Collins: Yes
- Trustee Tony Borden: Yes

Resolution was passed. (4 in favor, 1 absent)

**OTHER/OLD BUSINESS** - None
BOARD COMMENT
Russell Dzuba and Ken Hagstrom can continue to work because they are part of essential public works.
Ms. Brookfield stated that the election in May could be by mail only. The Clerk is preparing for an in person regular election and waiting for direction from the State of Michigan. The election cannot be cancelled.
Ms. Och commented on Share Care. Share Care has always done grocery and prescription runs. They are expanding and will need more volunteers. Share Care also does phone calls to the homebound.
Mr. Borden commented that the Township does not have a current big spending initiative and should not engage in anything costly at this point.

PUBLIC COMMENT - None

ADJOURNMENT
Mr. Borden moved to adjourn the meeting at 11:09 a.m.; supported by Ms. Brookfield. Motion carried.

Respectfully Submitted,
Cindy Kacin, Recording Secretary                      Date Approved: __________________________

________________________________    __________________________________
Susan Och, Leland Township Supervisor   Lisa Brookfield, Township Clerk