

Albert Township Board Minutes
1-3-2023

Supervisor Runyan called the meeting to order at 3PM. Clerk Raffin led the Pledge of Allegiance. Treasurer Righi was only absent Board member at meeting. Fire Chief Baum, Zoning Administrator McDonald, Recording Secretary and 3 members of Public were also in attendance.

McDonald made a motion to approve the minutes of the December 19, 2022 meeting as presented. Deska seconded the motion; all were in favor.

Deska made a motion to approve bills in the amount of \$5,749.67, motion was seconded by Raffin. Discussion regarding check #35082, paying health insurance in a yearly disbursement, was held. Afterward motion to approve the bills was passed unanimously. Deska made motion to approve payroll in the amount of \$19,681.61. Motion was seconded by Raffin; all were in favor.

Treasurer report was received and filed.

Zoning Administrator took questions on a stop build he issued from his report. Building is in violation of Zoning Ordinance and needs to be moved before permits can be issued. Report was received and filed.

No Fire and Ambulance report or Road Commission report.

Motion was made by McDonald to accept renewal of Up North Assessing Inc contract with a \$75/Month increase, start date of April 1, 2023 ending March 31, 2026. Deska seconded the motion; all were in favor.

Discussion was held in regard to Payroll software/company. Runyan had made a call to a company and not heard back. Raffin has made a call to BS&A software as the other departments are already using this software and that would put all departments on same programs and tech support. Questions came from audience as to replacing a person's job with a company or software and why. McDonald answered the question stating it was the Board's fiscal responsibility to have the best interest of the taxpayer in mind when doing anything. The current payroll/general ledger company's tech support leaves a lot to be desired, sometimes halting work for a few days in the township. If a program can have better support and minimize the work, saving money on hours spent and opening up time for other duties, it would be wise. Raffin had not heard back from BS&A as the internet is currently out in the township office. All decisions were tabled for further information.

Under Public Comment Schrader address the Board to explain the issues with the payroll program was a tax table/withholding error and that it took her two days of her vacation to figure

out. Fire Chief Baum added that it definitely sounded like a software issue and too bad that tech support took so long to figure out the fix. After a lot of back-and-forth Deska addressed everyone stating communication seems to be the issue. McDonald replied to that stating that there is also a new board, a new clerk who wants to do her job, we need to remember that, communicate with her, and respect that she is here now, not the former.

Under Board Comment Deska raised some concerns about the TIK Tok app. He wanted to ban usage for employees. Fire Chief Baum interjected to say TIK Tok was a phone app, no employees have paid phones here, so it would not be something that could be banned. Deska was content with that answer.

Also under Board Comment, McDonald made a motion that all medical insurance is paid monthly for all employees and eligible family members, including reimbursements, nothing paid yearly or in advance. Motion was seconded by Deska; all were in favor.

Again, under Board Comment McDonald made a motion that the Supervisor and Clerk has access to all keys in the building with the exception of the Treasurer Tax files and payments. Deska seconded the motion; all were in favor.

McDonald made motion to adjourn at 3:43PM, seconded by Deska; Runyan declared meeting adjourned.

Respectfully,


Heather Runyan

Recording Secretary