

# Augusta Charter Township

8021 Talladay Road, Whittaker, MI 48190

Special Board of Trustees Meeting

December 7, 2016

1. Meeting called to order by Shelby at 7:01 p.m.
2. Pledge of Allegiance
3. Roll Call: Shelby, Burek, Domas, Howard, Chie, Knick, and Ortiz.
4. Motion by Howard, 2<sup>nd</sup> by Ortiz to accept agenda as submitted. Aye:  
Motion Passed
5. Motion by Burek, 2<sup>nd</sup> by Domas to engage in services with the Woodhill Group (WHG) in agreement with their written contract that was provided to the Augusta Township's Board of Trustees. The broad based objective of the services offered by WHG is to work on an as needed basis with staff, elected and appointed officials at Augusta Township to assist with improving the design, implementation and training of accounting systems and internal controls for Augusta Township based on the township's overall financial condition. The range of service will extend for a year cycle from December 8, 2016 to December 1, 2017. The defined budget amount of \$20,000 is to be available and not to be exceeded in the defined year. All unspent money from the defined total will be distributed back to the general fund after December 1, 2017. The assistance for each office (supervisor, clerk and treasurer) will be determined by agreement between the official and WHG's recommendations rendered during the defined year. WHG's fees and billing requirements are defined in their contract. Aye: Shelby, Burek, Domas, Howard, Chie, Knick, and Ortiz. Motion Passed.

6. Motion by Shelby, 2<sup>nd</sup> by Chie to appoint new members to the Farmland Preservation Board: Susan Burek as BOT liaison, Heidi Graham, Shane Lehto, and Dale-Lin Mallonen. Aye: Shelby, Burek, Domas, Howard, Chie, Knick and Ortiz. Motion Passed.
7. Public comment opened at 7:34 p.m. closed at 7:37 p.m.
8. Motion to adjourn by Shelby, 2<sup>nd</sup> by Ortiz at 7:38 p.m.

Respectfully submitted:

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Brian Shelby, Supervisor

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Date

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Belynda Domas, Clerk

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Date