

Lovells Township Unapproved Meeting Minutes

*Regular Township Board Meeting
Tuesday, March 10, 2026 – Location: Lovells Township Hall*

Attendees: Karen J. Hepburn, Dave Soderquist, Ann C. Duby, Sally Brand, Heather Lovell, Greg Amburgey, Betsy Amburgey, Jo Johnson, John Orr, Peggy Orr, Brenda Conzett, Carla Mercer, Eryck Kelly, Jack Plants Whitney Joyce

1. Call to Order, Pledge, and Roll Call

- Meeting opened with the Pledge of Allegiance.
- All board members present: Dunning, Kengel, Hopp, Newman, Wright.
- Discussed attendance listing practices and clarified that *only those who sign in* should be listed as “present.”

2. Approval of Minutes & Treasurer’s Report

- Approval of minutes from February 10, 2026, Board Meeting. Motion made by Neumann to approve the meeting minutes from Feb 10, 2026. 2nd by Kengel. Vote: All Yes; | Opposed: None. Motion Carried
 - Treasurer’s Report:
 - Funds now sit until December due to annual tax cycle.
 - Some delinquent tax receipts will still come from the county.
 - The Treasurer’s Report was approved unanimously.

3. Department Reports

Assessing

- No report; BOR activity will cover anything relevant.

Fire Department

- February: **4 runs** (1 fire, 3 EMS).
- Major donation: Friends of Lovells Township Fire & EMS provided **\$27,600** for new turnout gear.
- Pulse machine purchase (~\$7,500) pending invoice.
- Fire Department estimates were accurate and praised.

Liquor

- 3 liquor inspections completed for February.
- Major donation: Friends of Lovells Township Fire & EMS provided **\$27,600** for new turnout gear.
- Pulse machine purchase (~\$7,500) pending invoice.
- Fire Department estimates were accurate and praised.

Zoning

- No permits.
- Zoning Enforcement Officer resigned; awaiting official letter.
- Job posting will be published.

BOR (Board of Review)

- In session; 3 taxpayers visited on the first day.
- Expect additional appointments on Wednesday.

Planning Commission / ZBA

- PC meeting is set for April.
- ZBA: No activity.

Library / Media

- Everything running smoothly; more books are being added.

Parks & Rec

- Hoping to begin seasonal work soon; conditions improving with snow melt.

Historical Society

- Preparing for the **Leaky Waiter** event; collecting prize donations.
- Big raffle prizes finalized.
- Youth Trout Unlimited program set for **July 18**.

Technology Department

- Printer issues addressed; evaluating long-term solutions.
- Upcoming township poll will ask residents about fire/EMS funding models.
- Website ADA compliance deadline: **April 1, 2027** (for jurisdictions under 40,000 population).
- Board discussed captioning, accessibility, and document formatting requirements.

4. Salary Discussion — Major Agenda Item

Comparative Data Presented

- Supervisor average (peer townships): **\$23,152**
 - Clerk average: **\$29,165**
 - Treasurer average: **\$28,877**
- These were informational averages, not formal proposals.

Board Discussion Highlights

- Debate over fairness, workload increases (especially elections), and taxpayer justification.
- Acknowledged major workload expansion for the Clerk due to new election laws.
- Discussed using a salary commission vs. COLA adjustments.
- Consensus emerged to **NOT adopt the high average salaries** and instead continue with the existing structure.
- During the Board's salary discussion, Sally Brand in a loud inappropriate and demeaning voice spoke up and said, "it was a waste of taxpayer money for the Deputy Clerk to be attending this meeting." Whitney Joyce asked that the meeting stick to its agenda and that everyone be civil.

Final Decision

Board adopted **salary resolutions** for 2026–2027 using last year’s base pay including embedded extra hours + COLA:

- **Supervisor:** \$20,980.20/yr | \$1,754.80mo. (8) hrs.
- **Clerk:** \$21,366.16/yr | \$1,780.51mo. (44) hrs.
- **Treasurer:** \$21,057.55/yr. | \$1,748.25/mo. (16) hrs.
- **Trustee:** \$2,596.90/yr | \$216.41/mo.
- Motion made by **Kengel** to approve the **Supervisor salary resolution** for 2026-27, 2nd by **Hopp**. Vote: All Yes; | Opposed: None. **Motion Carried.**
- Motion made by **Wright** to approve the **Clerk salary resolution** for 2026-27, 2nd by **Hopp**. Vote: All Yes; | Opposed: None. **Motion Carried.**
- Motion made by **Dunning** to approve the **Treasurer salary resolution** for 2026-27, 2nd by **Wright**. Vote: All Yes; | Opposed: None. **Motion Carried.**
- Motion made by **Kengel** to approve the **supervisor salary resolution** for 2026-27, 2nd by **Hopp**. Vote: All Yes; | Opposed: None. **Motion Carried.**

5. Deputy Clerk Position Discussion

- Clerk requested support for a full-time deputy due to heavy election workload.
- Board agreed to hourly deputy clerk structure with a **cap of ~865 hours/year**.
- Hourly rate would follow standard township worker rate.
- No salary conversion at this time.

6. Meeting Dates

- Board approved meeting calendar for the 2026–2027 fiscal year.
- Added **March 24** as the Budget Public Hearing.

Motion made by Kengel to approve meeting dates for 2026/2027. 2nd by Neuman.

Vote: All Yes; | Opposed: None. **Motion Carried.**

7. Fee Schedule Updates

Approved Changes

- **Non-resident dump permit:** increased to **\$120/year**.
- **Short-term rental late application fee:** added at **\$100**.
- **Emergency snow removal fee:** \$100 when plowing is required for emergency access.
- **Removed:** Quick-claim deed form fee (no longer needed).

Motion made by Kengel to approve the 2026/27 Fee Schedule. 2nd by Dunning. Vote: All Yes; | Opposed: None. **Motion Carried.**

8. Porta Potty at Dam 4

- Continued partnership with river group to split annual cost.
- Township portion for the year: **\$298.60**.

Motion made by Kengel to approve paying \$298.60 which is ½ cost of porta potty expense at dam 4. 2nd by Neumann. Vote: All Yes; | Opposed: None. **Motion Carried.**

9. Committee Report — Fire Department Alternative Funding

- New committee met to begin exploring (led by Whitney Joyce)
 - Equipment replacement timelines
 - Long-term sustainability
 - Grants and outside funding
 - Recruitment strategies
- Discussed building a list of equipment with expiration cycles.
- Committee will meet again and coordinate with Fire Chief.

10. Digital Records Discussion

- Clerk emphasized need for digital archiving due to fire risk and record volume.

- Survey will be sent to residents regarding record-keeping preferences.
- Considering fireproof safes, servers, and required backups.
- Compliance must align with state-record retention laws.

11. AV Application Mailing Memo

- Many voters asked why AV apps were sent.
- Clerk prepared memo explaining the requirements of **Proposal 2 (2022)** which mandate annual mailing to permanent AV list members.
- Returns help clean up voter address records.

12. Summer Newsletter Planning

- Treasurer requested early submissions (Bridge Walk, fire safety, STR updates, dump hours, election info).
- Recommended including reminders for seasonal residents to update mailing addresses.

Public Comment

Public comment opened at: 11:59AM

Public comment closed at: 12:05PM

Adjournment

Motion to close meeting by Neumann, 2nd by Hopp.

Meeting adjourned at: 12:05PM

Next Regular Board Meeting

Tuesday, April 14, 2026, at 10:00 AM – Lovells Township Hall

Respectfully submitted by,

Janet L. Dunning, Lovells Township Clerk