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***DRAFT* MINUTES**

***IN PERSON MEETING***

**To Participate: Join Zoom Meeting by Videoconference or Telephone:**

**LOGIN OR DIAL: 1 312 626 6799 US**

**MEETING ID: 747 569 7662**

**PASSCODE: 007386**

**CALL TO ORDER**

Supervisor called the special meeting to order at 4:22pm.

**ROLL CALL**

PRESENT

Shirley Kautman-Jones

Katie Vick

Ann Marie Moore – departed at 5:10pm

Barry June

Pat Major - arrived at 4:35pm

**STAFF PRESENT**

Lexi Christner, Recording Secretary

Jim Busch, ZBA & High Speed Internet Committee

Paulette Johnson, Walk, Bike, Run

**APPROVAL OF AGENDA**

**Motion to approve the agenda.**

**Motion made by June, Seconded by Moore.**

**Voting Yea: Kautman-Jones, Vick, Moore, June**

**Motion carries 4-0**

**PUBLIC COMMENTS**

None.

**UNFINISHED BUSINESS**

None.

## NEW BUSINESS

### 1. Approve Deputy Supervisor position and set salary.

Motion to approve a Deputy Supervisor position with an annual salary.

Motion made by Moore, Seconded by Vick.

Voting Yea: Kautman-Jones, Vick, Moore, June

Motion carries 4-0

### 2. Adopt Resolution No. 23-25, Hire James Busch for Deputy Supervisor position.

Motion to adopt Resolution No. 23-25, Hire James Busch for Deputy Supervisor position with amendment to the monthly salary to be \$1,500 for an annual salary of \$18,000.

Motion made by June, Seconded by Moore.

Roll Call Voting Yea: Kautman-Jones, Vick, Moore, June

Motion carries 4-0

### 3. Adopt Resolution No. 23-26, Hire James Busch for Office Assistant.

Motion to remove item #3 from the agenda.

Motion made by June, Seconded by Moore.

Voting Yea: Kautman-Jones, Vick, Moore, June

Motion carries 4-0

### 4. Consider an I.T. support agreement

Pat Major arrived at 4:35pm.

Randy Allen from VC3 gave a presentation on I.T. support for the Township. Vc3 is a leading provider for all municipalities such as villages, cities, and townships. They have a 100% U.S. based help desk that is 24/7 operating. This company has teams for different support systems, there is no block hours, do not charge for travel, and also help write policies. VC3 is able to help apply for cyber security grants.

Ann Marie Moore left the meeting at 5:10pm.

Motion to approve VC3 for I.T. support for the Township for a monthly cost of \$1,360 and annually \$16,320.

Motion made by June, Seconded by Major.

Voting Yea: Kautman-Jones, Vick, June, Major

Motion carries 4-0

### 5. Cyber Insurance discussion

Motion to move item #5 to the September 20, 2023 agenda to obtain more information.

Motion made by Vick, Seconded by Major.

Voting Yea: Kautman-Jones, Vick, June, Major

Motion carries 4-0

**6. Authorize the Supervisor and Clerk to pursue SLC PSC Grant.**

**Motion to authorize the Supervisor and Clerk to pursue SLC PSC Grant.**

**Motion made by June, Seconded by Vick.**

**Voting Yea: Kautman-Jones, Vick, June, Major**

**Motion carries 4-0**

**7. Informational - Atlas Cemetery drive easement**

Per the survey obtained by Meridian Survey the south drive is encroaching on the Consumers easement. The north drive would have to be long and follow the outer section of the parking lot up and around to the south end of the cemetery. The goal is to minimize the legal description as much as possible.

**BOARD COMMENTS**

Kautman-Jones - Welcomed Jim Busch as the Deputy Supervisor, confident he will do great things for the community.

**ADJOURNMENT**

**Motion to adjourn the special meeting at 5:51pm.**

**Motion made by Kautman-Jones, Seconded by June.**

**Voting Yea: Kautman-Jones, Vick, June, Major**

**Motion carries 4-0**

*For Public Comments:*

- 1) Each person addressing the board is asked to voluntarily state their name and address for the record.*
- 2) Three (3) minutes will be allowed for an individual addressing the board. Each individual present will be allowed an opportunity to address the board.*
- 3) Please refrain from being redundant.*
- 4) All comments are to be directed to the chair.*

**PHYSICALLY CHALLENGED PERSONS NEEDING ASSISTANCE OR AID AT ANY PUBLIC MEETING OR PUBLIC HEARING SHOULD CONTACT THE ATLAS TOWNSHIP CLERK AT 810-636-2548 DURING REGULAR OFFICE HOURS, NOT LESS THAN SEVENTY-TWO (72) HOURS PRIOR TO THE PUBLIC MEETING OR PUBLIC HEARING.**

**CLERK'S CERTIFICATION**

I, Katherine Vick, the duly elected, qualified and acting clerk of the Township of Atlas, Genesee County, Michigan do hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Atlas Township Board of Trustee's during the special meeting held on September 5, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

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Katherine Vick, MiPMC, \_\_\_\_\_ Date  
Atlas Township Clerk