

Rives Township Special Board Meeting
8682 Lansing Ave, Rives Junction MI 49277

February 13th, 2025

Board members present: Supervisor Jerald Adams, Clerk Joseph Super, Trustee Bryce Hammond, Treasurer Carol Schulz, Trustee Brandon Adams

The purpose of the special meeting is to cancel upcoming budget-related meetings, and discuss elected officials statutory duties.

Meeting was called to order at 4:32PM.

(M-2025-28) Motion by Supervisor Adams, supported by Treasurer Schulz, to cancel the Budget Workshop for February 18th, 2025, and the Budget Public Hearing for February 25th, 2025. All ayes, motion carried.

Supervisor Adams asked Clerk Super if he'd like to enter closed session to discuss the statutory duties portion, and Clerk Super declined due to not having a Township lawyer present and stating that the MTA advises not entering closed session without at least consulting with Township legal.

Discussion was held about bank reconciliations and payroll (although Supervisor Adams admitted that - **payroll specifically** - was not a statutory duty of the Clerk.) Clerk Super asked the board for guidance and suggestions on how to effectively perform certain duties before having training (which occurs at the end of the month,) ~~and the board did not give any suggestions or guidance.~~ And the board suggested reaching out to other Clerks or persons the Clerk is comfortable with. Clerk Super said, "so the solution is that I just 'figure it out'?"

When Clerk Super inquired about having someone experienced with BS&A come help him get the first bank reconciliations done, Treasurer Schulz asked if he was going to "donate [his] salary" to cover that expense. Trustee Hammond addressed the previous Clerk hiring someone

without board approval as an “Assistant”, and Treasurer Schulz denied that that had happened without board approval.

Clerk Super stated he will get duties done, ~~and that he will be doing that on his own since the board seemed unwilling to help.~~

Payroll was discussed as happening, from this point on, on the 4th Tuesday of the month to allow the last meetings of the month (Planning Commission) to be added for each month’s payroll. Supervisor Adams claimed that he hasn’t seen Clerk Super in the office enough and advised him to, “get his ass in the office.”

Treasurer Schulz reminded Clerk Super of a pending Freedom of Information Act request from the current FOIA Coordinator. Clerk Super advised the board that there needs to be someone else fulfilling the actual request because the FOIA Coordinator should not be fulfilling their own requests, that that is not best practices. Supervisor Adams told Clerk Super he didn’t care who did it, but it should be fulfilled, then joked about the requester/FOIA Coordinator needing to add to her records in her personal residence so it had to be fulfilled promptly.

Public Comment

Public comment began at 5:20PM.

- Resident stated they had called the Clerk and left a message but didn’t hear back promptly. Asked for calls to be returned faster in the future.
- Resident discussed the previous Clerk’s “BS&A Assistant” being hired without board approval, working 50 hours in the first 30 days, and then working almost 150 hours in the first 6 months to the tune of almost \$2,200. Resident reminded the board that that Assistant continued to work even after the “assistant” position itself was removed in October of 2023. (Supervisor Adams asked Clerk Super to check and see if there was ever a motion to approve the previous Assistant, and Trustee Hammond confirmed there had never been a motion to approve that person or that position at all.)

- Former Clerk Vercilla Hart stated that she would not help the current Clerk because of his living partner not getting along with the former Clerk. Former Clerk stated that there was a security grant reimbursement due on 2/14/25 (and Clerk Super stating multiple times that it was not actually due yet, but writing down the name of the grant to look into it after previous Clerk swore it was due the next day.) Former Clerk also mentioned that everything in the Clerk's custody was done/caught up when she left office and Clerk Super took over, which prompted another resident to speak up that the former Clerk had actually wiped her digital Clerk files entirely right before she left office and that it took Clerk Super a full week to even restore public records, causing a delay in the Clerk even being able to start working.

Public Comment ended at 5:31PM with three (3) people.

Supervisor Adams stated that Clerk Super was missing documentation from the Election Audit (regarding the 11/5/24 election) that the County was waiting on, and Clerk Super confirmed he had spoken to the Elections Director and that they were trying to locate more records necessary from Clerk Hart's term/that election.

Motion by Trustee Hammond supported by Trustee Adams, to adjourn at 5:34PM, all ayes.

Submitted by Clerk Joseph Super