

**ARMADA TOWNSHIP BOARD**  
23121 East Main Street  
Armada, MI 48005

**SPECIAL MEETING**

**February 5, 2018 6:00 p.m.**

**Special Meeting:**

Call to Order: 6:00 p.m. by Supervisor Paterek  
Pledge of Allegiance  
Members present: Paterek, Finlay, Kanehl, Bednar, and Swiacki  
Members absent: None

**PUBLIC COMMENTS: (Agenda Items)** – Jim Goetzinger, Steve Nikkel Jr., Randy Finlay, Kathie Stork, Christine Martin, Robin Spalding, Monica Job, Carol Marcath, Jo Adair.

**NEW BUSINESS:**

**Bank Reconciliations:** Treasurer indicated that there are no bank reconciliations past March 31, 2017 that would be correct.

**Deputy supervisor job description:** Motion by Paterek seconded by Bednar to approve job description to assist in gathering any necessary financial information that I need because she is familiar with QuickBooks software and qualified to understand BS&A.

**Ayes:** Bednar, Kanehl, Paterek      **Nays:** Finlay, Swiacki      **Motion CARRIED**

**Supervisor – full access to all township records through BS&A and QuickBooks:** Motion by Swiacki seconded by Bednar to allow supervisor read only and to print reports through BS&A and QuickBooks programs.

**Ayes:** Bednar, Finlay, Swiacki, Kanehl, Paterek      **Motion CARRIED**

**Budget sheet format for workshops:** Clerk stated that BS&A can create reports with past years budgets and provide budget amendment reports. QuickBooks program did not have that capability for past years reports and the budget amendments are given to each board member for the monthly meeting.

**PUBLIC COMMENT:** Kathie Stork, Robin Spalding, Steve Nikkel Jr., Sean Webber.

**ADJOURNMENT:** Motion by Paterek seconded by Swiacki to adjourn the meeting at 7:49 p.m.

**Motion CARRIED**

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Mary K. Swiacki, CMMC  
Armada Township Clerk

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John W. Paterek  
Armada Township Supervisor

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