



Village Of Lawrence
157 N. Paw Paw
P.O. Box 217
Lawrence Michigan 49064
(269) 674-8161 • Fax (269) 674-3004

**Administrative Committee
Meeting Minutes**

January 17, 2017

Open Meeting at 6:00 PM.

Present: Janet Utter, Dave Quick, Lucinda Nower, Kim Babcock, Dan Faulkner, Pat Alburtus

Absent: Rick Weston,

Review and approve / disapprove meeting minutes from the December meeting. Nower motioned to accept minutes, Babcock seconded, all were in favor.

Old Business

1. Junk/Burn Ordinance - on going
2. Remodeling of break room & bathroom update - on going
3. Cross Training - scheduled and implemented by end of March

New Business

4. Bank Reconciliations Status -December are done
5. Treasurer Report -Taxes collected as of \$176,250.48, yet to be collected \$30,527.42
6. MME Convention - The cost would be \$400-500.00 to attend, discussion was held and it was decided to not attend.
7. Cross Guard position - this was posted on Michigan Works, Courier Leader and the Flashes. Also will be added to our website.
8. Zoning Officer - this position needs to be posted on website along with in the paper.
9. Outstanding Checks - send letters

Discuss topics/concerns/ suggestions from each of the committee members.

Field Questions and/or concerns from the public.

Motion to adjourn by Babcock and seconded by Utter. Motion passed.

Meeting adjourned at 6:34 p.m.