

**AGENDA # G.1**  
**Scio Township Board of Trustees**  
**Payment of the Bills**

**FOR MEETING DATE OF:** March 28, 2023

**PREPARED ON:** March 20, 2023

**PREPARED BY:** Jessica Flintoft

**SUBMITTED BY:** Finance

**ITEM TYPE:** Possible Action

**BACKGROUND:** MCL 41.74 requires that the Board of Trustees approves all claims at its regular meetings, and attached are proposed claims for payment. The Township Purchasing Policies and Procedures requires that the prior check run be presented, and the Claims for Payment and Check Runs are included here with HIPAA protected items blacked out.

As the Board is aware, the Township finance team remains under resourced, with only one staff person solely responsible for all finance duties, including the critical service of processing Accounts Payable and Payroll. Thanks to Rebecca Maute, Finance Manager for keeping the Township's bills paid.

**RECOMMENDATION:** Finance Manager and Clerk recommend approval.

**MODEL MOTION:** To approve the proposed claims for payment of March 29, 2023, and to receive prior check run report for March 15, 2023.

**ATTACHMENTS:**

[Proposed Claims for Payment 2023 03 29.pdf](#)

[Check Register 03.15.23.pdf](#)

**QUESTION:** Shall this Motion be APPROVED?