

Sanborn Township
12025 US Hwy 23 S.
Ossineke, MI 49766
(989) 471-1050

REGULAR TOWNSHIP BOARD OF TRUSTEES MEETING
January 11, 2021

Supervisor Gauthier called the meeting to order at 7:00 p.m. After the Pledge of Allegiance was recited, roll call found the following present: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Others in attendance included Fire Chief Dale Hart, Commissioner John Kozlowski, Rich Prittie, Rebecca Rivard, and Bill Estlack.

APPROVAL OF AGENDA

Liske made motion to approve the agenda. Eaton supported the motion. Motion was carried.

December 14, 2020 MEETING MINUTES.

Eaton made motion to approve minutes. Liske supported the motion. Motion was carried.

FINANCIAL REPORT

The financial report as of January 11, 2021 given by Treasurer Eaton was as follows:

AAACU General Account	\$213,957.15
AAACU Money Market Account	<u>\$205,147.93</u>
Total General Fund	<u>\$419,105.08</u>
AAACU Tax Account	<u>\$110,811.22</u>
Designated for Water Fund	\$ 6,658.92
Designated for future Fire Equipment	\$219,579.40
Designated for Liquor License Enforcement	\$ 669.32
Designated for Parks & Rec	\$ -0-
Summer Taxes Levied	\$ 672,332.13
Paid	<u>\$ 623,763.28</u>
Still Due	\$ 48,568.85
Winter Taxes Levied	\$1,249,483.77
Paid	<u>\$ 632,186.28</u>
Still Due	\$ 617,297.49

CITIZENS APPEARING BEFORE THE BOARD

Gauthier introduced Rebecca Rivard from Huron Engineering and Surveying, Inc, who updated board on DNR River Lot Development grant reviewing items that need to be addressed.

Liske made motion to accept the Michigan Recreation Passport Grant Program agreement. Eaton supported the motion. Roll Call: Aye: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Nay: None.

Gauthier made motion to appoint Gary Stephan to be contact person for MI Recreation Passport Grant. Liske supported the motion. Motion carried.

Motion made by Liske to adopt the Resolution, that Sanborn Township, Michigan does hereby accept the terms of the Agreement for \$115,800.00 as received from the Michigan Department of Natural Resources (DEPARTMENT) and that the Sanborn Township does hereby agree, but not by way of limitation, as stated in Resolution 2021-01. Seconded by Mary Eaton. Roll Call: Aye: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Nay: None.

CONSENT AGENDA

Liske motioned to receive and file the correspondence. Eaton supported the motion. Motion carried.

ROADS

Gauthier stated no new updates and road projects have been completed.

REPORTS

A) Planning Commission & ZBA

Souva stated Pat Sampier dropped off paperwork to order Volleyball System equipment for Alpena County's Youth and Recreation grant. Souva will send in paperwork and payment before January 31, 2021 in order to receive discount.

Liske made motion to appoint Mary Eaton to Planning Commission. Gauthier supported the motion. Motion carried.

B) Fire Department Report

Fire Chief Hart provided handout and reported 27 runs during the month of December. Of the calls, 25 were medical and 2 power lines down. This brings their total to 245 runs this year to date compared to 222 runs last year.

Fire Chief Hart stated that Darrick Hart, Bill Hawley and himself received the first Covid-19 vaccine and will receive second shot January 12.

Fire Chief Hart stated Airvee Hoffman passed the National Registry for the EMT-B medical license. Airvee will now have a license for the State of Michigan and other states.

Fire Chief Hart also provided handouts for 2020 Incidents report, Incidents Comparisons with other years and a yearly report regarding Incident Response for fire department.

C) Ordinance Enforcement Report

Estlack stated there have been no blight complaints this past month. Further discussion was addressed regarding Lori Champagne's property at 11792 US 23 South, Ossineke. Champagne still needs to apply for a business permit with the Planning Commission. Concern was stated as to how many cars can be parked if renting apartments above business. Estlack would like input as to limiting two cars that can be parked across the street at a time on the vacant property.

Liske asked what is being addressed on corner lot of Ossineke Road and Greenfield Drive. Gauthier has received no communication from property owner and will check with Attorney Tim Gulden regarding same.

UNFINISHED BUSINESS

None

NEW BUSINESS

A) Resolution to file by letter to BOR

Resolution 2021-02 offered by Township Board Member Liske to adopt MCL211.30(8) to allow taxpayer to file his or her protest before the board of review by letter. Supported by Stephan. Roll Call: Aye: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Nay: None. Resolution adopted and declared Resolution 2021-02.

B) Assessor Guidelines

Gauthier provided handout of STC Commission 2020-1. Eaton made motion to adopt the Resolution 2021-03 which states assessor's office is reasonably accessible to taxpayers according to STC Guideline 2020-01 under the items in subparagraphs (i) through (v). Liske supported the motion. Roll Call: Aye: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Nay: None. Resolution adopted and declared Resolution 2021-03.

C) Auditor Contract

Gauthier provided handout regarding same. Eaton made motion to contract Schulze Oswald Miller & Edwards PC to complete audit for 2020-2021. Liske supported the motion. Motion carried.

D) Inflation Rate

Gauthier stated the Federal mileage rate for 2021 is .56 cents.

E) MTA Update of board members information

Souva stated information has been submitted to MTA.

F) BOR Training and more

Gauthier provided handouts regarding training. Gauthier stated next year everyone on Board of Review will have to be certified.

Liske made motion to approve Board of Review members and Assessors to attend on line training. Eaton supported the motion. Motion carried.

G) Brownfield Grant

Gauthier provided handouts and questions were answered by Stephan regarding same.

H) Poverty Exemption Resolution

Gauthier provided handout of Poverty Exemption guidelines. Eaton made motion to adopt the Poverty Guidelines and income levels for Poverty Exemption as stated from U.S. Department of Health and Human Services Resolution 2021-04 and 2021-05. Liske supported the motion. Roll Call: Aye: Supervisor Ken Gauthier, Clerk Vicky Souva, Treasurer Mary Eaton, Trustee Wayne Liske, and Trustee Gary Stephan. Nay: None. Resolutions adopted and declared Resolution 2021-04 and 2021-05.

I) On Line courses Per Diem

Liske made motion to receive Per Diem pay when attending on line training. Eaton supported the motion. Motion carried.

J) Caledonia Fire Agreement

Chief Hart stated to maintain current agreement with Caledonia Township. Eaton made motion to enter into Agreement with Caledonia Township for services in the amount of \$2,800 from April 1, 2021 through April 30, 2022. Liske supported the motion. Motion carried.

K) Election Report

Souva will sign and forward the Alpena County Election Coordinating Committee 2021 Report and Agreement.

L) Board of Review Appointments

Liske made motion to appoint Steve Gonyea, Randell Misiak and Timothy Witman to Board of Review. Eaton supported the motion. Motion carried.

Gauthier stated letter was accepted regarding Souva's resignation. Liske made motion to advertise for Sanborn Township Clerk. Eaton seconded. Motion carried.

M) Budget 2021-2022

Township board reviewed Budget for 2021-2022 Fiscal year.

BUDGETS ADJUSTMENTS

None

BILLS

Motion by Liske to approve the pre-authorized payments with check numbers 24730 through 24745 and monthly bills with checks numbers 24746 through 24776. Eaton supported motion. Motion carried.

PUBLIC COMMENTS

Commissioner John Kozlowski reported on various issues regarding Alpena County.

Meeting adjourned at 10.20 p.m.

Next meeting will be February 8, 2021 at 7:00 p.m.

Vicky Souva
Sanborn Township Clerk