

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

**Regular Township Board of Trustees Meeting**  
**March 14, 2022**

Supervisor Gauthier called the meeting to order at 7:15pm. After the Pledge of Allegiance was recited, roll call found the following present, Supervisor: Ken Gauthier, Clerk: Angela Carstens, Treasurer: Mary Eaton, Trustee: Wayne Liske, and Trustee: Gary Stephan. Also in attendance, STFD Chief: Dale Hart Jr., Deputy Clerk: Jennie Robinette, Blight Enforcement Officer: John Moran, and Mark Brown from CSI Emergency Apparatus.

**APPROVAL OF AGENDA:**

Stephan added under UNFINISHED BUSINESS: C) Talks with Prosecuting Attorney about possible retribution for property damage done Spring of 2021 and Carstens added J) Annual NEMCOG Regional Directory Update. Liske motioned to approve agenda with the additions mentioned above. Eaton supported. Motion carried.

**MEETING MINUTES OF FEBRUARY 14, 2022:**

Liske motioned to approve the minutes with a correction of wording regarding the approval of the website being maintained by Mike Sutor, Eaton supported. Motion carried.

**FINALCIAL REPORT:**

The financial report as of March 14, 2022, presented by: Treasurer, Mary Eaton is as follows:

AAACU General Account	\$466,206.05
AAACU Money Market Account	<u>\$205,871.90</u>
Total General Fund	<u>\$672,077.95</u>
AAACU Tax Account	<u>\$ 4,384.81</u>
Designated for Water Fund	\$ 6,684.39
Designated for future Fire Dept Equipment	\$280,047.21
Designated for Liquor Enforcement	\$ 961.64
Admin Fee Collected	\$ 17,841.86
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$106,403.54
Summer Taxes 2021 – Levied	\$694,600.49
Summer Taxes 2021 – Paid	<u>\$661,245.74</u>
Summer Taxes 2021 – Due	\$ 33,354.75
Winter Taxes 2021 – Levied	\$ 1,295,120.79
Winter Taxes 2021 – Paid	<u>\$ 1,178,327.80</u>
Winter Taxes 2021 – Due	\$ 116,792.99

**CITIZENS APPEARING BEFORE BOARD:**

No comments from citizens.

**CONSENT AGENDA:**

Liske motioned to receive and file A-F which includes, Foster Swift, Congressman Jack Bergman, US Senator Gary Peters, Fahey Schultz-Municipal Law, MTA Legislative Update, Scott McClallen-The Center Square. Eaton supported. Motion carried.

## RECESS REGULAR MEETING, OPEN BUDGET HEARING & TRUTH IN TAXATION DISCUSSION:

Liske motioned to Recess Regular Meeting and to Open Budget Hearing & Truth in Taxation discussions for Fiscal Year 2022-2023. Eaton supported. Roll Call Vote: 5-Yes, 0-No. Resolution adopted.

-Revenue amount for DNR Fishing Pier Grant was updated to reflect remaining balance of project.

-Expenses for both Recreation Plan & Grants and Fire Department Equipment amounts were also updated.

-No comments from Citizens on Budget or Truth in Taxation.

## CLOSE BUDGET HEARING & TRUTH IN TAXATION DISCUSSION, RE-OPEN REGULAR MEETING:

Supervisor Gauthier motioned to Close Budget Hearing & Truth in Taxation discussion and to Re-Open Regular meeting. Liske supported. Motion carried.

## ROADS:

Weight Restriction for Alpena County will go into effect tomorrow, 3/15/2022.

## REPORTS:

### PLANNING COMMISSION & ZBA:

Board Member Eaton reported that they are still working on updating the Zoning Ordinance book, and they adopted the ordinance change for adult use of marijuana and is now to be voted on by Alpena County. The next meeting to be held on March 21, 2022 at 7:00pm.

### FIRE DEPARTMENT:

Chief Hart presented the report for February 2022. Medical calls for the month totaled 25. Total calls for the year are at 56, compared to 50 calls last year to date. Chief is also applying for a matching grant through the DNR for \$2,000.00 for wildfire jumpsuits, due to the current jumpsuits are between 15-20yrs old. Fire Engine #1 is heading to Abend Brothers Collision for rust repair tomorrow (3/15/2022) and should be completed by the end of the week. Mark Brown from CSI Emergency Apparatus presented the sales contract for the New Fire Engine-Pumper Truck and answered questions from board members. Liske motioned to accept the contract with CSI for the New Fire Engine-Pumper Truck. Eaton supported. Motion carried. Contract signed by Supervisor Gauthier.

### ZONING ENFORCEMENT:

Officer Moran met with Clerk Carstens to review files on any outstanding violations, and stated he is still following up and will be working with both Liske and Gauthier for specific locations and addresses. The ongoing violations at the Frey residence is also being looked into as far as the time frame for the cleanup. Eaton noted that the Township does receive small sums of money for fines every now and again for the Frey property. Moran will be attending the P.C. meeting next week with ordinance questions on business exteriors.

### UNFINISHED BUSINESS:

-2022/2023 BUDGET: Eaton motioned to approve the 2022/2023 Budget with the notations made above. Carstens supported. Roll Call Vote: 5-Yes, 0-No. Resolution adopted.

-WEBSITE PROGRESS: Mr. Suitor has been busy updating and uploading documents to our website. Liske stated he is currently working with BS&A to get online assessing added to the website. Carstens is working on getting FOIA request document and election dates added, while updating contact lists. Eaton is sending Treasurer reports to be added.

-PROSECUTING ATTORNEY: Stephan has been working with and talking to the Prosecuting Attorney for the case involving the damage done to the ballfield

in spring of 2021 for retribution. Carstens motioned to have Stephan talk with Devin Robinette to see what the costs have been to fix the damage at the ballfield, for both the time and the materials to fix the damages, and if there is any remaining damage that still needs to be addressed. Eaton supported. Motion carried.

**NEW BUSINESS:**

**-FEMA-Grant Workshop:** Two-hour virtual workshop via Zoom on 4/6/2022 at 10:00am to help bridge hazard mitigation planning and Hazard Mitigation Assistance grant application development.

**-ALPENA RESOURCE RECOVERY BOARD:** County Wide Clean-Up Day is planned for May 7, 2022. The ARRB is asking for help in the amount of \$500.00 to help with the rising costs to be able to continue and sustain this worthwhile program. This cost is covered in our budget under 532- County Agreements, 931- Clean Up Day. Stephan motioned to continue to support this program. Carstens supported. Motion carried. The Electronic Clean-Up Day is planned for June 4, 2022 and is courtesy of Hewlett-Packard.

**-SALARY RESOLUTION:**

WHEREAS, according to MCL41.95(3), in a township that does not hold and annual meeting, the salary for officers composing the township board shall be determined by the township board; and WHEREAS, the township board deems that an adjustment in the salary of the officers is warranted in consideration since township board members; salaries were last adjusted, now BE IT RESOLVED, that as of April 1, 2022, the annual salaries of the Sanborn Township Board members be as follows:

Supervisor	\$14,580.00	Motion-Stephan, Supported-Eaton Roll Call Vote: 5-Yes, 0-No
Treasurer	\$16,704.00	Motion-Stephan Supported-Carstens Roll Call Vote: 5-Yes, 0-No
Clerk	\$16,776.00	Motion-Stephan Supported-Eaton Roll Call Vote: 5-Yes, 0-No
Trustees (X2)	\$ 2,100.00	Motion-Stephan Supported-Carstens Roll Call Vote: 5-Yes, 0-No

Supervisor Gauthier declared the salary resolutions adopted.

**-MEETING DATES & TIMES:**

Motion by Supervisor Gauthier for Sanborn Township Board of Trustee meetings for FY 2022-2023 to be held on the 2<sup>nd</sup> Monday of each month at 7:00pm. Supported by Eaton. Roll Call Vote: 5-Yes, 0-No. Motion Carried.

**-DEPOSITORIES:**

BE IT RESOLVED that the Board of Trustees approves the following financial institution as depositories of township funds: Alpena Alcona Area Credit Union (AAACU). This resolution offered by Treasurer Eaton and supported by Clerk Carstens. Roll Call Vote: 5-Yes, 0-No. Supervisor Gauthier declared the resolution adopted.

**-RULES FOR CONDUCTING MEETINGS:**

BE IT RESOLVED that the Board of Trustees rules for conducting meetings will follow Robert's Rules of Order as amended. This resolution offered by Liske and supported by Eaton. Roll Call Vote: 5-Yes, 0-No. Supervisor Gauthier declared the resolution adopted.

**-ATTORNEY CONTRACT:**

Retainer agreement between Sanborn Township and The Law Firm of Gillard, Bauer, Mazrum, Florip, Smigelski & Gulden to be signed by Supervisor Ken Gauthier and Clerk Angela Carstens. The retainer agreement is for fiscal year 2022-2023, effective April 1, 2022 – March 31, 2023 with the annual retainer fee of \$6,292.00.

-POVERTY EXEMPTIONS:

Liske motioned to accept the Federal guidelines and asset test levels. He also noted that the application for poverty exemption is available on our website. Eaton supported. Motion carried.

-SUPERVISOR COPY MACHINE:

Eaton motioned to have Gauthier take copy machine to Miller Office Supply to see if it can be fixed, otherwise allowing Supervisor Gauthier to purchase a new copy machine. Carstens supported. Motion carried.

-NEMCOG:

Carstens received the Annual NEMCOG Regional Directory Update Request and reviewed with board members to update and or correct any changes. Updates to be returned to NEMCOG by April 30, 2022.

BUDGET ADJUSTMENTS:

Nothing to adjust.

BILLS:

Motion by Liske to approve the pre-authorized with check numbers 25405 through 25424 and monthly bills with check numbers 25425 through 25453, with check #25447 being voided. Eaton supported. Motion carried. Carstens asked for clarification regarding the pay date for both Deputy Clerk and Deputy Treasurer. Supervisor Gauthier stated that the payments should be dated for the last day of the month within the current fiscal year.

PUBLIC COMMENTS:

-Supervisor Gauthier announced that Charter will be discontinuing WTOM on their network.

-Clerk Carstens addressed the board with concerns about finding election workers for both the August State Primary and the November State General elections. Alpena county clerk offered required classes for certification on 3/7/2022 and Carstens was only able to have four in attendance (including herself) for the certification that is valid for 2022-2023 elections. Carstens motioned to have the board's approval to pay those in attendance and any future workers who become certified to work elections for Sanborn Township at the rate of \$13/hour for workers and \$15/hour for chairperson. Eaton supported. Motion carried.

Adjourn @ 9:43pm. Next meeting: April 11, 2022 @ 7:00pm.