

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

Regular Township Board of Trustees Meeting
February 13, 2023

Supervisor Gauthier called the meeting to order at 7:02pm. After the Pledge of Allegiance was recited, roll call found the following present, Supervisor: Ken Gauthier, Clerk: Angela Carstens, Treasurer: Mary Eaton, Trustee: Dale Hart Jr., and Trustee: Gary Stephan. Also in attendance, Rich Prittie, Nicole Welsch, Melinda Mills, Kathy Medeiros, and John Moran.

APPROVAL OF AGENDA:

Gauthier added under Un-finished Business, C) SOME CPA’s Audit Engagement Letter, D) Ted Somers letter, and under New Business, C) Adding: Truth in Taxation publication, D) Ridge Tower Network, LLC. Carstens motioned for the approval of the agenda with the additions. Eaton supported. Motion carried.

MEETING MINUTES OF January 9, 2023:

Eaton motioned for changes discussed by board members, including; omitting Girard’s from attendance, changing description of property zone that was in discussion during Citizens Before the Board, and two other minor errors. Stephan supported. Motion carried.

FINANCIAL REPORT:

The financial report as of February 13, 2023, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$223,183.00
AAACU Money Market Account	\$509,095.59
TOTAL General Fund	\$732,278.59
<u>AAACU Tax Account</u>	<u>\$313,453.77</u>
Designated for Water Fund	\$ 6,665.00
Designated for future Fire Equipment	\$239,851.19
Designated for Liquor Enforcement	\$ 605.37
Admin Fee Collected in 2022	\$ 17,901.44
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$212,804.66
Summer Taxes 2022-Levied	\$720,314.38
Summer Taxes 2022-PAID	\$686,611.35
Summer Taxes 2022-DUE	\$ 33,703.03
Winter Taxes 2022-Levied	\$1,346,152.82
Winter Taxes 2022-PAID	\$1,121,631.25
Winter Taxes 2022-DUE	\$ 224,521.57

CITIZENS APPEARING BEFORE BOARD:

-Nicole Welsch: Asking the board for a variance for her fence height, being her home is on a corner lot, and considers her side-yard is her back-yard. Welsch stated her concern for privacy and safety for her children and pets, and noted several variance ordinances and laws.

Welsch informed the board that she was instructed by Moran to come to the Board of Trustees meeting. Supervisor Gauthier informed Welsch that the issue needs to be presented to the Planning Commission at their next regular scheduled meeting on March 20, 2023.

-Melinda Mills: Asked the Board to provide an update on the Rude Road residence. Gauthier has spoken with the township attorney and is planning to meet at the property.

-Kathy Medeiros: Discussion of process and timeline with Gauthier, Stephan, and Moran for the Rude Road property.

CONSENT AGENDA:

Hart motioned to receive and file the consent agenda, including A) Senator, Gary Peters, B) Rep, Jack Bergman, C) Foster Swift, D) Senator, Debbie Stabenow, E) Fahey Schultz, F) Charter Communications, G) Treasury Update, and H) Alpena Co. Road Report. Eaton supported. Motion carried.

ROADS:

Memorandum from Ryan Brege, Managing Director of Alpena Co. Road Commission with the received bids for dust control materials. Brine was bid at \$0.30/gallon, and Chloride was bid at \$0.714/gallon. Both materials were up slightly from the 2022 season.

REPORTS:

PLANNING COMMISSION & ZBA:

Chairman Prittie reported that they are holding a Special Meeting next Monday, January 20, 2023 @ 7pm for a special use permit for a sawmill. Prittie also reported that Denise Cline didn't show for the January meeting.

FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for January 2023. The department had a total of 31 runs during January, of the calls 26 were medical. Hart also updated the board with air pack cylinders that need to be replaced due to having reached their 15 year life span, and are now out of date. Chief Hart also has a potential new recruit, who is already certified and trained.

BLIGHT ENFORCEMENT:

Officer John Moran provided the board with a report from Michigan Department of Agricultural and Rural Development, pictures show the Rude Road property doesn't have enough land for the animals currently on the property. He is also expecting another report from the state. Moran noted he has spent a lot of time dealing with complaints and research on this one violation and looks forward to the closure of the violation.

RECYCLING AUTHORITY:

Stephan didn't attend the past two meetings and didn't provide the board with any reports or updates. Eaton who is the alternate representative for Sanborn wasn't aware of meetings, or that Stephan wasn't able to attend.

UNFINISHED BUSINESS:

-ATTORNEY RETAINER: Gauthier spoke with attorney Gulden and was informed that retainer fees will remain the same for the upcoming year and will send engagement letter.

-BROWNFIELD GRANT: Year-end 2022, quarter 4 report was filed. Nothing to report, no activity.

-SOME CPA'S AUDIT ENGAGEMENT: Audit engagement letter received for fiscal year ending March 31, 2023. Cost for the audit will be \$3,100.00. This is an increase from the previous year of \$105.00. *Eaton motioned to accept the audit engagement from SOME CPA's for the cost of \$3,100.00. Hart supported. Motion carried.*

-TED SOMERS LETTER: Sanborn Township received at letter from Alpena Co. Equalization Director, Ted Somers suggesting the township either contract or hire a full time assessor to complete the statutory duties and to help with both assessing and mentoring Dale Hart, as he is new to the position and still training on the job.

NEW BUSINESS:

-ACC BALLFIELD AGREEMENT: A draft agreement was received from the incoming athletic director at ACC, Allen Telgenhof on the direction of MacMaster. The board read through the agreement and have concerns on the verbiage of point #6, Supervisor Gauthier will express concerns and have the draft re-written for future review.

-1010 TECHNOLOGY-QUOTES: Two separate quotes from 1010 Technology Center, Inc. for Assessing Department. The quotes include, 2 Desktop Computers, 4 Flat Screen Monitors, 2 Microsoft Office Pro Plus, 1 Business Class Router, and 1 Server with Windows. Estimated cost of \$6,009.18 + time for labor, travel, and mileage. *Stephan motioned to accept the quotes from 1010 Technology for the Assessing Department. Eaton supported. Motion carried.*

-ADVERTISE FOR B.O.R. & BUDGET HEARINGS: Board of Review Organizational meeting will be held on 3/7/23 at 7pm. Appeals will be heard on 3/13/23 from 9am-12pm, and 1pm-4pm, and on 3/14/23 from 2pm-5pm and 6pm-9pm. Budget Hearing will be held on 3/13/23 at 7:15pm, this will be in compliance with Truth in Taxation. Public announcement of these dates and times will need to be published in The Alpena News. *Eaton motioned for the publication of Board of Review and Budget hearings. Hart supported. Motion carried.*

-RIDGE TOWER NETWORK: Proposed Internet Franchise agreement with Sanborn Township that included a sample ordinance template was received by Carstens and presented to the board. *Gauthier motioned to forward the proposal to attorney Gulden for review. Eaton supported. Motioned carried.*

2023-2024 BUDGET WORKSHOP: Board members continued to review current budget amounts, and make adjustments for next year's budget. The Annual Budget hearing will be held on 03/13/2023 at 7:15pm.

BUDGET ADJUSTMENTS: *Carstens motioned for a budget adjustment of \$615.00 for Elections. Per an Alpena County agreement with the State of Michigan for election equipment and maintenance that was signed in 2018. This is the first year the agreement cost is due from*

the jurisdiction level. Eaton supported. Upon Roll Call Vote, 5-yeyes, 0-nays. Supervisor Gauthier declared the resolution for the budget adjustment of \$615.00 for Elections adopted.

BILLS:

*Motion by Carstens to approve the pre-authorized bills with check numbers **25962 through 25994** and monthly bills with check numbers **25995 through 26016**. Gauthier supported. Motion carried.*

PUBLIC COMMENTS/BOARD CONCERNS:

-Angie Carstens: Received an invoice from MTA for a book that was purchased by John Moran and charged to the township. The township has this book in the Clerk's office for reference. Moran didn't have authorization from the board to do this and will be taken out of check next month.

-Rich Prittie: Questions from community on dredging mouth of the river for better access, and who is responsible for the upkeep. After some discussion, both Gauthier and Stephan plan to talk with contacts to produce a possible solution.

-Ken Gauthier: Spongy moths, if we're going to spray, how are we going to pay for it?

-Carstens: has had some communication with MSU extension office and is waiting for a response to this year's projection for the area.

-Stephan: looked up spray companies to gather information on minimum acreage, cost, other areas contracted nearby, etc.

Further discussion will need to be held before determining if and how to spray for spongy moth infestation.

Adjourn @ 10:07pm. Next meeting: March 13th, 2023 @ 7:00pm.