

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

Regular Township Board of Trustees Meeting
August 14, 2023

Supervisor Gauthier called the meeting to order at 7:00pm. 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. Trustee: Gary Stephan was excused and not in attendance. Also in attendance, Rich Prittie, Devin Robinette, John Moran, Arthur Olson, Jeff & Joan Marek, Melinda Mills, Clare Potrykes, and other community members.

APPROVAL OF AGENDA:

Eaton motioned to approve the agenda with the removal of Senator Gary Peters from Consent Agenda. Hart supported. Motion carried.

MEETING MINUTES OF July 10 & 13, 2023:

Eaton motioned to accept the July 10th meeting minutes, with a correction of Special Meeting under Planning Commission & ZBA. Added “and discuss creating a job description for Blight Enforcement Officer.” This was also mentioned in the meeting minutes under Blight Enforcement. Hart supported. Motion carried.

Eaton motioned to approve the July 13th Special Meeting minutes as presented, Hart supported. Motion carried.

FINANCIAL REPORT:

The financial report as of August 14, 2023, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$320,597.14
AAACU Money Market Account	\$512,258.81
<u>TOTAL General Fund</u>	<u>\$832,855.95</u>
<u>AAACU Tax Account</u>	<u>\$ 3,140.10</u>
Designated for Water Fund	\$ 6,991.80
Designated for future Fire Equipment	\$260,148.69
Designated for Liquor Enforcement	\$ 203.37
Admin Fee Collected in 2023	\$ 3,141.10
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$212,804.66
Summer 2023 Taxes-Levied	\$787,862.17
Paid	\$316,336.48
DUE	<u>\$471,525.69</u>

CITIZENS APPEARING BEFORE BOARD:

-Citizen concerns and remarks were heard; all were regarding Blight.

CONSENT AGENDA:

Eaton motioned to receive and file the consent agenda, including A) Rep, Jack Bergman, B) Senator, Gary Peters, C) MTA Talking Points & Township Insights, D) Consumers Energy Hydro Plans, and E) County Road Commission meeting minutes. Hart supported. Motion carried.

ROADS:

ROAD PROJECTS & DUST CONTROL:

- Dust control, done.
- Spruce Road, almost done.

REPORTS:

PLANNING COMMISSION & ZBA:

Chairman Prittie stated that Eric Schmanski from NEMCOG will be attending the next meeting on 9/18/2023 to start on the Ordinance book and the Alpena County Rec. Plan.

FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for July 2023. The department had a total of 26 runs during July, of those, 22 calls were medical, 1 building fire: mutual aid to help Hubbard Lake, 1 false fire alarm, 1 building material fire that resulted from a trailer that was torn down, and 1 power line down. *Carstens motioned to approve the spending of \$800.00 for fire prevention material to be handed out at Sanborn School during the 1st part of October, with \$350.00 given by Hubbard Lake Fire Department, who also participate at the Sanborn School event. Eaton supported. Motion carried.*

BLIGHT ENFORCEMENT:

John Moran left a single copy at the Hall in the clerk's bin of ongoing blight issues on Saturday 9/12/2023. This didn't allow Supervisor Gauthier to get copies to board members for review before the meeting and wasn't aware of them being dropped off. Supervisor Gauthier will make copies to give to board members for future review.

UNFINISHED BUSINESS:

-JOB DESCRIPTION-BLIGHT OFFICER: Sanborn Township created a JOB DESCRIPTION during the Special Meeting on July 13, 2023 to provide clarification of the position, functions, required knowledge, skills, abilities and minimum qualifications. *Carstens motioned to accept the Job Description as presented, that must be signed by both the Supervisor and Blight Enforcement Officer. Eaton supported. Motion carried.*

Carstens created an Ordinance Complaint Form that will need to be used as the job description mentions. *Carstens motioned to accept the use of the Ordinance Complaint Form. Eaton supported. Motion carried.*

-LICENSE RENEWAL-GREEN PHARM: Thunder Bay Provisioning LLC (Green Pharm Ossineke) received their Approval & State License Renewal. Letter was received via email to Clerk Carstens from the Cannabis Regulatory Agency.

NEW BUSINESS:

-MTA FIRE DEPARTMENT CLASS: MTA is offering Hot Topics class for township fire departments at the Bavarian Inn Lodge in Frankenmuth on Sept. 12th. Chief Hart won't be able to attend.

-GO GOV-SIMPLIFY CODE ENFORCEMENT: Ordinance Enforcement App software available to be used by Building & Zoning Officer. Not something our township is considering.

-SEPTEMBER 11TH BOT MEETING-MOVE DATE: *Carstens motioned to move the September 11th Board of Trustees meeting to September 13th @ 7:00pm. Hart supported. Motion carried.*

-DEPUTY TREASURER NATALIE MERRIT: Treasurer Mary Eaton mentioned that Deputy Treasurer Natalie Merrit was not added to the Tax Account at AAACU when she was added to the General account. *Eaton motioned to remove former Deputy Treasurer Teri Aube and add current Deputy Treasurer Natalie Merrit to the AAACU Tax account, as it was missed during the transfer last year. Carstens supported. Motion carried.*

-BUDGET ADJUSTMENTS:

None.

BILLS:

*Motion by Carstens to approve the pre-authorized bills with check numbers **26247 through 26271** and monthly bills with check numbers **26272 through 26306**. Eaton supported. Motion carried.*

PUBLIC COMMENTS/BOARD CONCERNS:

-John Moran: commented on the Job Description previously presented and approved, discussion with Supervisor Gauthier.

-Ken Gauthier: clarified some misunderstandings of ongoing issues at the Ossineke Mobile Home Park by reading an email sent by Charlyn Schultz.

Adjourn @ 8:03pm. Next meeting: September 13th, 2023 @ 7:00pm.