

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

**Regular Township Board of Trustees Meeting  
 October 9, 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, Devin Robinette, Arthur Olson Jr., Jeff & Joan Marek, Liam Marek, Melinda Mills, Rob Edmonds, John Kozlowski, and Ron Fortin.

**APPROVAL OF AGENDA:**

*Carstens motioned to approve the agenda as presented. Stephan supported. Motion carried.*

**MEETING MINUTES OF September 13, 2023:**

*Eaton motioned to accept the September 13<sup>th</sup> meeting minutes as presented. Hart supported. Motion carried.*

**FINANCIAL REPORT:**

The financial report as of October 9, 2023, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$ 306,929.26
AAACU Money Market Account	\$ 513,487.63
<u>TOTAL General Fund</u>	<u>\$ 820,416.89</u>
AAACU Tax Account	\$ 4,268.21
Designated for Water Fund	\$ 6,967.81
Designated for future Fire Equipment	\$ 260,148.69
Designated for Liquor Enforcement	\$ 1,314.62
Admin Fee Collected in 2023	\$ 7,149.33
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$ 212,804.66
Summer 2023 Taxes-Levied	\$ 780,078.62
Paid	\$ 715,657.39
DUE	<u>\$ 64,421.23</u>

**CITIZENS APPEARING BEFORE BOARD:**

-Citizen concerns and remarks were heard.

**CONSENT AGENDA:**

*Eaton motioned to receive and file the consent agenda, including A) Rep, Jack Bergman, B) Senator, Gary Peters, C) MTA Talking Points, D) Fahey Schultz - News Letter, E) Charter Communications, F) Foster Swift – Land Use, and G) Rep, Cam Cavitt. Stephan supported. Motion carried.*

## ROADS:

-Scott Road, grated at top of hill but still has significant potholes off US 23.

## REPORTS:

### PLANNING COMMISSION & ZBA:

Chairman Prittie stated that Eric Schmanski from NEMCOG attended their previous meeting to begin working on the ordinance and zoning update. Denise Cline will be attending next month's meeting on November 20<sup>th</sup>. Discussion of letter received from John Knappek about the setback for the Verizon tower, and possible use of a collapsible tower. Prittie mentioned a county wide meeting to review recreation plans that will take place on either November 8<sup>th</sup> or 9<sup>th</sup> at the Howard Male Conference Room. *Carstens motioned to allow Chairman Prittie and any other Planning Commission members to attend the meeting and to receive per-diem and mileage. Hart supported. Motion carried.*

### FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for September 2023. The department had a total of 15 runs during September, of those, all 15 calls were medical. Fire prevention day was held at Sanborn School, teaching the kids about safety, and having a family plan, and got to spray some water from the fire hose. Chief Hart provided the board with a few pictures. Rob Edmonds gave a presentation and answered questions from the board about the MABAS program and the use of Box Cards. *Stephan motioned to approve Sanborn Township enter into the agreement of the Michigan Mutual Aid Box Alarm System Association (MABAS). Eaton supported. Motion carried. A roll call vote resulted in 5 ayes and 0 nays. Supervisor Gauthier declared the Resolution adopted.*

### BLIGHT ENFORCEMENT:

Sanborn township will need to advertise for the Blight Enforcement Officer position. Classified Ad will be published in the Alpena News as soon as possible. The advertisement will run for 3 weeks and will include the township website for the job description of the position. *Eaton motioned to approve the advertisement for the open position of Blight Enforcement Officer. Stephan supported. Motion carried.*

### UNFINISHED BUSINESS:

-AUDIT 2022-2023: Board members reviewed the Financial Statements of the Audit that was handled by SOME CPA's. Copies of the audit are available upon request from Clerk Carstens.

### NEW BUSINESS:

-NEMCOG MEMBERSHIP RENEWAL & ANNUAL MEETING: Carstens noted that the annual membership fee was the same price as the previous year. *Eaton motioned to approve the Invoice for the Membership Services for FY2024 for a cost of \$1,054.00. Hart supported. Motion carried.* NEMCOG's Annual Meeting is to be held at BJ's Rental & Catering in Gaylord on 10/20/2023. RSVPs are due by 10/15/2023.

-REGIONAL TRAINING: Bureau of Elections & the Election Assistance Team is holding a Regional Training session for Clerks and Election Directors on 10/18/2023 at Charter Township of Alpena. Training will include the following topics: State Funded Ballot Drop

Boxes, Prepaid Absent Voter Application & Ballot Postage, Permanent Mail Ballot List, Presidential Primary Ballot Selection Form, Absent Voter Ballot Tracking, Signature Cure, Photo ID, MOVE Ballot Postmark Date, Absent Voter Ballot Early Processing, and In-person Early Voting. Carstens will be attending the training and noted that MTA is also hosting a webinar on the same date with Election Updates at a cost of \$25.00 but would need to watch the recorded version. *Eaton motioned to allow Carstens to attend both trainings with per-diem and mileage, and have the township cover the cost of the MTA webinar. Stephan supported. Motion carried.*

-KEEGAN NIXON – BS&A: Currently Sanborn Township does not make BS&A’s Tax and/or Assessing modules available to the public through BS&A Online. This would enable citizens, title companies, and other entities to easily access tax data, property assessments and other information without needing to call the municipality. It would also ensure that Sanborn Township is in compliance with Michigan Public Act 660. Both Gauthier and Hart will investigate what all would be required to get setup with BS&A Online.

-NEWSLETTER: Sanborn Township has sent out the annual newsletter with the Winter Tax bills for years, but this past spring voted that it would send out the newsletter with the Summer Tax bills, not only to save the township money, due to postage, but also to reach more residents as we have quite a few “snow-birds”.

-BUDGET ADJUSTMENTS:

None.

BILLS:

*Motion by Carstens to approve the pre-authorized bills with check numbers **26351 through 26370** and monthly bills with check numbers **26371 through 26396**. Stephan supported. Motion carried.*

PUBLIC COMMENTS/BOARD CONCERNS:

-John Kozlowski: Gave updates to Board members and the public with the County budget, and stated we are facing a 2.3 million deficit. Talks about implementation of a Public Safety mileage to offset the rising budget, or possible layoffs. Commissioners will be meeting soon for more budget talks. Other topics reported on by Kozlowski were the County Pool and Recycling.

-Gary Stephan: Asked other board members their thoughts on creating a separate Recreation Board, in addition to Planning Commission. Gauthier doesn’t see the need currently.

Adjourn @ 8:36pm. Next meeting: November 13th, 2023 @ 7:00pm.