

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

**Regular Township Board of Trustees Meeting  
 November 13, 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., and Trustee: Gary Stephan. Also in attendance, Devin Robinette, Jeff & Joan Marek, Liam Marek, Melinda Mills, and Kathy M.

**APPROVAL OF AGENDA:**

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

**MEETING MINUTES OF October 9, 2023:**

*Eaton motioned to accept the October 9<sup>th</sup> meeting minutes as presented. Hart supported. Motion carried.*

**FINANCIAL REPORT:**

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

AAACU General Account	\$ 330,330.28
AAACU Money Market Account	\$ 514,132.80
<b><u>TOTAL General Fund</u></b>	<b><u>\$ 844,463.08</u></b>
AAACU Tax Account	\$ 994.32
Designated for Water Fund	\$ 6,955.89
Designated for future Fire Equipment	\$ 260,148.69
Designated for Liquor Enforcement	\$ 1,247.62
Admin Fee Collected in 2023	\$ 7,167.46
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$ 212,804.66
Summer 2023 Taxes-Levied	\$ 780,078.62
Paid	\$ 717,461.96
DUE	<b><u>\$ 62,616.66</u></b>

**CITIZENS APPEARING BEFORE BOARD:**

-Citizen concerns and remarks were heard regarding possible blight, followed by conversation with several board members.

**CONSENT AGENDA:**

*Hart motioned to receive and file the consent agenda, including A) Rep, Jack Bergman, B) Senator, Gary Peters, C) MTA Talking Points & Township Insights, D) Fahey Schultz – Municipal Updates, and E) Foster Swift – Municipal Updates. Eaton supported. Motion carried.*

## ROADS:

-Supervisor Gauthier stated that our roads are all in great shape.

## REPORTS:

### PLANNING COMMISSION & ZBA:

Eaton stated that at the County-Wide Rec Plan meeting that was held at Ossineke Township, Chairman Prittie was appointed to represent Sanborn. The plan will be tailored to each township's unique parks, highlighting trails with talks of an interactive downloadable app for maps of trails and to send notice of areas that need attention. Eaton also stated that Denise Cline will be attending next week's meeting on November 20<sup>th</sup>.

### FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for October 2023. The department had a total of 24 runs during ~~September~~ October, of those, 22 calls were medical, and 2 false alarms for CO2 & Fire Alarms. Chief Hart explained that Mitch Aube is going to take the Medical First Responder Class, at a cost of \$775.00 and upon completion and passing the county reimburses some of the cost back to the township. Hart requested the township cover the cost of the class, due to lack of qualified department members. *Eaton motioned to approve the cost of the class for Mitch. Stephan supported. Motion carried.* Hart also provided pictures of the annual Halloween event at the Fire Hall, with around 120 kids stopping by for candy & hotdogs. New NFP regulations that came into effect around October of 2022 regarding fire fighter gear state that gear is no more than 10 years old or fines up to \$10,000 for each violation. Most of the department's gear is 23 years old, or older. Hart is requesting to purchase all new gear for each member of the STFD, at a cost between \$20,000-\$25,000. *Eaton motioned to approve the purchase of new fire fighter gear for the department. Stephan supported. Motion carried.*

### BLIGHT ENFORCEMENT:

Sanborn township only received one inquiry phone call for the open position, but no letter of intent to apply for the position. Carstens will provide copies of the ad to Stephan and Deputy Clerk, Jennie Robinette to post on social media.

## UNFINISHED BUSINESS:

-NEWSLETTER: Eaton noted that the annual newsletter was sent out with the summer tax bills. The township had previously sent the newsletter out with the winter tax bills.

-THE BARN BROWNFIELD GRANT PROJECT: Project is completed with the final report, billing and payments being made.

## NEW BUSINESS:

-MTA CLASSES:TOWNSHIP BOARD ROLES & RELATIONS / HOW BOARDS MAKE DECISIONS / FINANCIAL FUNDAMENTALS: Clerk Carstens & Treasurer Eaton are interested in attending the Financial Fundamentals class held on 12/05/2023 at Treetops in Gaylord. *Stephan motioned to approve the class cost, mileage, and per diem pay for both Carstens and Eaton. Hart supported. Motion approved.*

-TREASURY-UNIFORM REPORTING: Michigan Department of the Treasury have updated a draft version of changes to the Uniform Reporting Format. Comments regarding the changes should be submitted by 11/30/2023.

-FISCAL RECOVERY FUND: State and Local Fiscal Recovery Funds (SLFRF) Obligation IFR and Webinar held on 11/16/2023. The SLFRF is also known as ARPA Funds, these Funds must be obligated by the end of 2024, and expend funds by end of 2026. Board members discussed different plans for the rear of the Annex building, more to come in future meetings.

-BOARD OF REVIEW: Sanborn Township Board of Review will be held on 12/12/2023 at 7:00pm at the Sanborn Township Hall. The purpose of the meeting will be to review and correct any clerical errors or mutual mistakes of fact on assessments. Carstens will post on the bulletin board, doors of the hall, and on the township website.

-WORKMAN'S COMP AUDIT: Carstens reported the recent Accident Fund Insurance Workman's Compensation Audit she completed resulted in an additional premium due of \$178.00. *Eaton motioned to approve payment of the additional premium due. Stephan supported. Motion carried.*

-BUDGET ADJUSTMENTS:

None.

BILLS:

*Motion by Carstens to approve the pre-authorized bills with check numbers **26397 through 26419** and monthly bills with check numbers **26420 through 26446**. Stephan supported. Motion carried.*

PUBLIC COMMENTS/BOARD CONCERNS:

-Gary Stephan: Congratulated Dale Hart Jr. for passing his assessment classes and receiving his Assessor Certificate. Discussion about salary returning to the former assessor salary will be reviewed at next month's meeting.

-Angie Carstens: Requesting the Treasurer be paid mileage for bank runs. Gauthier stated that there is a rule in effect that was passed years ago, excluding board members from receiving mileage for anything within the township.

Adjourn @ 8:22pm. Next meeting: December 11th, 2023 @ 7:00pm.