

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

**Regular Township Board of Trustees Meeting  
 December 11, 2023**

Supervisor Gauthier called the meeting to order at 7:01pm. 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, Art Olson, Devin Robinette, John Kozlowski, and Jennie Robinette.

**APPROVAL OF AGENDA:**

*Carstens motioned to approve the agenda with the addition of APS Tax Collection, under New Business. Eaton supported. Motion carried.*

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

*Eaton motioned to accept the November 13<sup>th</sup> meeting minutes with corrections under Fire Department Report. Hart supported. Motion carried.*

**FINANCIAL REPORT:**

The financial report as of December 11, 2023, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$ 309,450.67
AAACU Money Market Account	\$ 514,862.16
<b><u>TOTAL General Fund</u></b>	<b><u>\$ 824,312.83</u></b>
AAACU Tax Account	\$ 212,636.80
Designated for Water Fund	\$ 6,955.89
Designated for future Fire Equipment	\$ 260,148.69
Designated for Liquor Enforcement	\$ 1,480.62
Admin Fee Collected in 2023	\$ 9,227.22
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$ 212,804.66
Summer 2023 Taxes-Levied	\$ 780,078.62
PAID	\$ 720,901.90
DUE	<b><u>\$ 59,176.72</u></b>
Winter 2023 Taxes-Levied	\$1,452,473.56
PAID	\$ 206,344.64
DUE	<b><u>\$1,246,128.92</u></b>

**CITIZENS APPEARING BEFORE BOARD:**

-Devin Robinette: Vehicles have been racing through the Cemetery and have caused damage to a memorial bench. Robinette put in speed bumps, but it hasn't deterred the speeding. Several residents living near the cemetery have attempted to stop the vehicles along with some off-road vehicles. Robinette would donate an 8' fence, to gate the US 23 entrance,

and suggests closing both entrances for the season. *Eaton motioned for the fence to be installed, along with purchasing locks for both gates. Closing the passage of vehicles through the cemetery for the winter season. Hart supported. Motion carried.*

-Rich Prittie: Informed the board of approximately 25-30 tires that were dumped on Wilds Road, in the Right-of-Way. Stephan will check to see if we can bring them to the Recycling plant at the Materials Management Authority meeting on Thursday.

### 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) Fahey Schultz – Workshops & Code Enforcement, and E) Charter Communications. Hart supported. Motion carried.*

### ROADS:

-Billing for 2023 Road Projects: The invoice for 2023 Road Projects was received that included Sampson Rd., Wilds Rd., Lytle Rd., Piper Rd., Behning Rd., and Tolan Rd. The Sanborn Township share of the projects came to \$40,945.62 and was under the total estimated cost by almost \$14,000.00. *Eaton motioned to pay the invoice for the 2023 Road Projects of \$40,945.62. Stephan supported. Motion carried.*

### REPORTS:

#### PLANNING COMMISSION & ZBA:

-SMJ-LLC sent an email regarding the findings of the survey for the cell tower, as the west measurement could only be 245'9" due to the pond area and is short of the 250' required setback. After discussion, *Carstens motioned to allow the project to move ahead without an additional variance for the short setback. Prittie will call Deb Brown of SMJ-LLC and write a letter of approval if needed, and Carstens will send an email response with permit information. Eaton supported. Motion carried.*

-Alpena County Recreation Plan Public Hearing for Sanborn Township will be held on January 8, 2024, during the regular Board of Trustees meeting. Publication for the Public Hearing is being handled by NEMCOG.

#### FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for November 2023. The department had a total of 24 runs during November, of those, 21 calls were medical, 1 alarm for CO2, 1 Chimney Fire-help to Hubbard Lake, & 1 call to help Hubbard Lake-House Fire that was canceled in route. Chief Hart presented a new applicant, Andrew Allport to join the Fire Department. Allport is 32 years old, a new resident of the area and a member of the Alpena CRTC Fire Department. *Eaton motioned to hire Andrew Allport for a 6-month probation period. Stephan supported. Motion carried.*

#### BLIGHT ENFORCEMENT:

No new inquiries on the open position for Blight Enforcement Officer. Re-posting on Social Media by Stephan & Robinette.

#### UNFINISHED BUSINESS:

-PUBLIC HEARING-RECREATION PLAN: Public Hearing Notice to be published by NEMCOG in the Alpena News on 12/19/2023. The Public Hearing will take place during the Regular Sanborn Township Board of Trustees meeting at 7:00pm on January 8, 2024.

-THE BARN PROJECT: Closeout letter received for the Barn Brownfield Grant Project from Julie Lowe (EGLE).

### NEW BUSINESS:

-MTA CAPITAL CONFERENCE: Supervisor Gauthier would like to attend the Conference that will be held on January 23, 2024, to meet with lawmakers, state department officials and MTA policy experts. *Carstens motioned to allow Gauthier to attend the Conference, with reimbursement of costs, mileage, and per-diem paid. Eaton supported. Motion carried.*

-MTA-BOARD OF REVIEW TRAINING: MTA is hosting Board of Review Training in Alpena on February 6, 2024. Gauthier will find out who will be attending during the Board of Review meeting tomorrow, 12/12/2023. *Eaton motioned to allow Board of Review members and Assessors to attend the training, covering cost of training, mileage, and per-diem. Stephan supported. Motion carried.*

-MIKE'S COMPUTER REPAIR: Michael Suiter, owner of Mike's Computer Repair, who maintains the Sanborn Township website is requesting a rate increase from \$50/month to \$65/month starting 04/01/2024. *Stephan motioned to approve the rate increase for the continuing maintenance of the township website. Hart supported. Motion carried.*

-ELECTIONS UPDATE: Clerk Carstens provided the board with documents of equipment needed, continuing education & training, and printing cost for voting precinct notice. Carstens mentioned equipment, mailing and printing cost are reimbursed through the State for the Presidential Primary. Discussions also included inspector & coordinator pay. *Hart motioned for Carstens to purchase a new color laser printer for \$649.99, 24/7 surveillance cameras for \$399.99, and label maker for \$149.99. Eaton supported. Motion carried.*  
*Stephan motioned to approve per-diem for Carstens' continuing education required by the Bureau of Elections, and the approval of mileage reimbursement and per-diem for required training for election inspectors who will work exclusively for Sanborn Township during the 2024 election cycle. Hart supported. Motion carried.*  
*Stephan motioned to approve Carstens to contract with Allegra Printing to print and mail out Early Voting Precinct postcards to each registered voter in Sanborn Township, to inform voters of the Early Voting site and to allow Carstens to clean up the voter roll. Eaton supported. Motion carried.*

-APS TAX LEVY COLLECTION: Sanborn Township received a proposed resolution for review to collect a summer property tax levy in 2024. *Carstens motioned to deny the request to collect the 2024 summer property tax levy proposed by Alpena Public Schools. Eaton supported. Motion carried.*

### -BUDGET ADJUSTMENTS:

While reviewing the quarterly budget report, Carstens noticed that the amount for the annual audit was budgeted for \$3,100.00, while the actual cost of the audit was \$3,200.00.

*Motion by Carstens to approve the budget adjustment for auditing for an additional \$100.00. Eaton supported. Upon Roll-Call Vote: All board members voted YES to approve the budget adjustment. Supervisor Gauthier declared the Resolution adopted.*

#### **BILLS:**

*Motion by Carstens to approve the pre-authorized bills with check numbers **26447 through 26468** and monthly bills with check numbers **26469 through 26496**. Stephan supported. Motion carried.*

#### **PUBLIC COMMENTS/BOARD CONCERNS:**

-Commissioner, John Kozlowski: Reported that after some cutbacks, the County went from a 2.3 million deficit to a 1.5 million deficit. Kozlowski says the current Board of Commissioners is working well together, the best he's seen since his time as a commissioner. An organizational meeting might see some possible changes coming up, along with County Administrator, Mary Catherine Hannah's possible move to Saginaw County. The County is looking at proposing a "Public Safety" mileage to cover the current deficit. Discussion of waste and recycling were also topics covered by Commissioner Kozlowski.

-Devin Robinette: Security light is out near the recycling bins. Supervisor Gauthier will call Alpena Power.

-Supervisor, Ken Gauthier: Brought in plans that were drawn up for the use of the rear of the Township Hall to turn into a Community Center.

-Clerk, Angie Carstens: Assessor Hart's salary will return to the former agreement that was discussed in August of 2022.

-Jennie Robinette: As the deputy clerk, we're requesting all board members help us to recruit election inspectors/workers. With 9 extra days of in-person voting for each election, we are going to need all the help we can get.

Adjourn @ 8:37pm. Next meeting: January 8th, 2024 @ 7:00pm.