

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

**Regular Township Board of Trustees Meeting**  
**March 11, 2024**

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, Margaret Ceslick, and Ken Lind (EMC).

**APPROVAL OF AGENDA:**

*Eaton motioned to accept the agenda as presented. Stephan supported. Motion carried.*

**MEETING MINUTES OF February 12, 2024:**

*Eaton motioned to accept the meeting minutes as presented. Hart supported. Motion carried.*

**FINANCIAL REPORT:**

The financial report as of March 11, 2024, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$375,190.38
AAACU Money Market Account	\$517,393.93
<u>TOTAL General Fund</u>	<u>\$892,584.31</u>
AAACU Tax Account	\$ 42,007.81
Designated for Water Fund	\$ 6,906.72
Designated for future Fire Equipment	\$201,473.05
Designated for Liquor Enforcement	\$ 1,279.62
Admin Fee Collected in 2022	\$ 19,817.04
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$212,804.66
Summer Taxes 2023-Levied	\$770,546.26
Summer Taxes 2023-PAID	\$731,348.67
Summer Taxes 2023-DUE	\$ 39,197.59
Winter Taxes 2023-Levied	\$1,434,526.55
Winter Taxes 2023-PAID	\$1,313,062.52
Winter Taxes 2023-DUE	\$ 121,464.03

**CITIZENS APPEARING BEFORE BOARD:**

-Ken Lind: EMC Municipal Insurance Agent: Wants to discuss policies and equipment with both Carstens and Chief Hart to give a quote to Sanborn Township. Gave a few examples of claims paid out and discussed the difference between designated value and depreciated value. *Gauthier motioned to receive a quote from Lind. Hart supported. Motion carried.*

**CONSENT AGENDA:**

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

**RECESS REGULAR MEETING, OPEN BUDGET HEARING & TRUTH IN TAXATION DISCUSSION:** *Carstens motioned to recess the regular meeting and open the budget hearing & truth in taxation discussions for fiscal year 2024-2025. Eaton supported. Roll call resulted in 5 ayes, and 0 nays. Supervisor Gauthier declared the Resolution adopted. Budget hearing opened at 7:25pm.*

Board members reviewed budget amounts and compared to notes from budget workshop on 02/12/2024, no changes made. No comments from citizens.

**CLOSE BUDGET HEARING & TRUTH IN TAXATION DISCUSSION, RE-OPEN REGULAR MEETING:** *Hart motioned to close the budget hearing & truth in taxation discussion, and to re-open the regular meeting. Eaton supported. Motion carried. Regular meeting re-opened at 7:34pm.*

### **ROADS:**

-Dust Control Agreement was received from Alpena County Road Commission for the 2024 season. Brine cost remains the same from 2023 at \$0.30/gallon, and Chloride cost came in at \$0.746/gallon for the 2024 season.

-Ossineke Road (northern section): MDOT will be closing a section of US 23 for approximately 2 weeks to redo the railroad tracks this summer and is willing to cover the cost of adding 2.5" of blacktop to Ossineke Road (northern section) prior to the railroad tracks project to reroute through traffic on US 23. Due to overgrowth of trees along the road, Alpena County Road Commission will be getting us pricing to remove and cut back the overgrown trees prior to the addition of the blacktop.

### **REPORTS:**

#### **PLANNING COMMISSION & ZBA:**

Chairman, Prittie announced that the regular scheduled meeting on 03/18/2024 will now be a workshop meeting to continue updating the zoning, and the regular scheduled organizational meeting will be held the following Monday, 03/25/2024. Carstens will post the change on [sanborntwp.com](http://sanborntwp.com) and place a notice on the door.

#### **FIRE DEPARTMENT:**

Fire Chief Dale Hart Jr. presented the board with the Fire Report for February 2024. The department had a total of 24 runs during February, of the calls 19 were medical. Hart gave an update on Mitch Aube's testing and stated that he is highly motivated to pass all required testing to join the STFD and serve our community. Mark at CSI says the new fire truck is about 2-3 months out from delivery. Bill Hawley & Andrew Allport have been a real help with daytime runs, and Chief Hart is very thankful.

#### **BLIGHT ENFORCEMENT:**

No responses to job opening.

**UNFINISHED BUSINESS:**

**POVERTY EXEMPTION: RESOLUTION 2024-02:** Carstens provided the board with the updated Sanborn Township and Federal Poverty Guidelines for 2024. Carstens motioned to approve Resolution 2024-02 for Poverty Exemption. Gauthier supported. Motion carried.

**2024-2025 BUDGET & TRUTH IN TAXATION APPROVAL:** Carstens motioned to approve the 2024-2025 Budget, along with all the non-elected employee wages and salaries for Sanborn Township, and file Truth in Taxation with Alpena County. Hart supported. Roll call resulted in 5 ayes, and 0 nays. Supervisor Gauthier declared the Resolution adopted. Carstens & Gauthier signed Truth in Taxation Form.

**ATTORNEY AGREEMENT:** Annual Law Firm Retainer Agreement from Bauer, Florip & Wojda PLC was received for FY 2024-2025. Retainer fees remained the same at \$6,292.00 and will be billed on a quarterly basis, while hourly rates increased to \$200.00/hour. Carstens motioned to sign and approve the retainer agreement. Hart supported. Motion carried.

**NEW BUSINESS:**

**MEETING DATES & TIMES:** Eaton motioned that the Sanborn Township Board of Trustee’s meetings for 2024-2025 to be held on the 2<sup>nd</sup> Monday of each month at 7:00pm, at the Sanborn Township Hall. Meeting dates will be 04/08/2024, 05/13/2024, 06/10/2024, 07/08/2024, 08/12/2024, 09/09/2024, 10/14/2024, 11/11/2024, 12/09/2024, 01/13/2025, 02/10/2025, and 03/10/2025. Stephan supported. Motion carried.

**DEPOSITORIES:** BE IT RESOLVED, that the Board of Trustees approves the following institutions as depositories of township funds; Alpena Alcona Area Credit Union (AAACU), with alternate depositories of township funds to be Wolverine State Credit Union. This resolution is offered by Carstens and supported by Hart. Roll call resulted in 5 ayes, 0 nays. Supervisor Gauthier declared the resolution adopted.

**SALARY RESOLUTIONS:** WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and WHEREAS, the township board deems that an adjustment in the salary of the officers is warranted in consideration since township board members; salaries were last adjusted., now BE IT RESOLVED, that as of April 1, 2024, the annual salaries of the Sanborn Township Board members will be as follows:

Supervisor:	\$16,080.00	Motion-Eaton, Supported-Stephan Roll Call: 5 ayes, 0 nays
Clerk:	\$21,000.00	Motion-Eaton, Hart-Eaton Roll Call: 5 ayes, 0 nays
Treasurer:	\$18,420.00	Motion-Gauthier, Supported-Carstens Roll Call: 5 ayes, 0 nays
Trustees (x2)	\$ 2,316.00	Motion-Gauthier, Supported-Eaton Roll Call: 5 ayes, 0 nays

Supervisor Gauthier declared the Salary Resolutions adopted.

**RULES FOR CONDUCTING MEETINGS:** BE IT RESOLVED, that the Board of Trustees rules for conducting meetings will follow Robert’s Rules of Order as amended. This resolution

*is offered by Eaton and supported by Hart. Roll call resulted in 5 ayes, 0 nays. Supervisor Gauthier declared the resolution adopted.*

**MARIJUANA PAYMENTS:** Sanborn Township received \$59,086.35 from the Michigan Department of Treasury for having an adult-use marijuana facility within the township for the state 2023 Fiscal Year under the Michigan Regulation and Taxation of Marihuana Act of 2018.

**BUDGET ADJUSTMENTS:**  
Carstens noticed the STFD Portable Equipment exceeded the budgeted amount for the current FY, due to the requirement of purchasing new gear that was approved by the board in November 2023. *Carstens motioned to approve the budget adjustment of \$18,000.00 to cover the STFD overage amount in the 2023-2024 budget for the purchase of the new gear and to move the funds from the contingency fund. Eaton supported. Roll call resulted in 5 ayes, 0 nays. Supervisor Gauthier declared the resolution adopted.*

**BILLS:**  
*Motion by Carstens to approve the pre-authorized bills with check numbers **26600 through 26623** and monthly bills with check numbers **26624 through 26655**. Stephan supported. Motion carried.*

**PUBLIC COMMENTS/BOARD CONCERNS:**  
-Gary Stephan: Article in MTA about Bills pertaining to restoring Revenue Sharing Trust Fund. These bills haven't passed legislation yet. Gauthier stated that Sanborn does not receive any of the funds currently and hasn't since he's been in township government.  
-Angie Carstens: Presented the board with an Invoice for services as the Early Voting Site Coordinator, for \$450.00. Carstens was voted to handle the early voting site by the six other township clerks that were in the Municipal Agreement to be the coordinator. *Stephan motioned to pay Carstens for the services provided of Early Voting Site Coordinator for \$450.00. Gauthier supported. Motion carried.* Carstens asked the board to be paid as an election inspector for the two days (18.5 hours) she worked at the early voting site, as she was voted in as an election inspector by the Election Commission. After some discussion *Stephan motioned to pay Carstens \$277.50 (18.5 x \$15) for the two days of working as an election inspector at the early voting site. Eaton supported. Gauthier voted no. Motion carried.* Carstens then gave an update about voting turnout and cost breakdown for the Early Voting, Absentee Voting, and Election Day Voting for the Presidential Primary Election and stated that Sanborn Township was the 1<sup>st</sup> in the county to report results on Election night. *Carstens motioned to appoint Margaret Ceslick as her Deputy Clerk starting 04/01/2024. Eaton supported. Motion carried.*

Adjourn @ 8:58pm. Next meeting: April 8th, 2024 @ 7:00pm.