

# Sanborn Township

12025 US Hwy 23 South  
Ossineke, MI 49766  
(989) 471-1050  
[www.sanborntwp.com](http://www.sanborntwp.com)

## Regular Township Board of Trustees Meeting November 11, 2024

Clerk Carstens called the meeting to order at 7:05pm. After the Pledge of Allegiance was recited, roll call found the following present, Clerk: Angela Carstens, Trustee: Dale Hart Jr., Trustee: Gary Stephan, and Deputy Clerk: Margaret Ceslick. Supervisor: Ken Gauthier & Treasurer: Mary Eaton were not in attendance. Also in attendance, Trevor Phillips, Ryan Green, Rich Prittie, Dan Ager, Jenny Domrase, Chad McNeal, David Ratz, and John Moran. Treasurer: Mary Eaton arrived at 7:10pm.

### APPROVAL OF AGENDA:

*Stephan motioned to accept the agenda with addition under New Business G) Deputy Supervisor. Hart supported. Motion carried.*

### MEETING MINUTES OF October 14, 2024:

*Stephan motioned to accept the meeting minutes for 10/14/2024 as presented. Hart supported. Motion carried.*

### FINANCIAL REPORT:

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

AAACU General Account	\$344,063.61
AAACU Money Market Account	\$524,674.08
<b>TOTAL General Fund</b>	<b>\$868,737.69</b>
AAACU Tax Account	\$ 5,384.18
Designated for Water Fund	\$ 6,817.02
Designated for future Fire Equipment	\$201,473.05
Designated for Liquor Enforcement	\$ 716.82
Admin Fee Collected in 2024	\$ 7,560.21
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$212,804.66
Summer 2024 Tax Levied	\$842,831.91
Paid	\$765,694.05
Due	\$ 77,137.86

^ Monthly Financial Report was presented after the Bills.

### CITIZENS APPEARING BEFORE BOARD:

- Trevor Phillips, David Ratz, and Ryan Green presented the board with updated lawn service fees and description of work.

- John Moran addressed the board, asking for a retraction of a public comment during the October meeting.

## CONSENT AGENDA:

*Eaton motioned to receive and file the consent agenda, including A) MTA Insights. Hart supported. Motion carried.*

## ROADS:

-Carstens provided Alpena Road Commission Road Reports & Meeting minutes.

## REPORTS:

### PLANNING COMMISSION & ZBA:

Chairman, Prittie stated that they will be continuing updating the zoning ordinances, including blight. Next meeting is scheduled for November 18, 2024.

### FIRE DEPARTMENT:

Fire Chief Dale Hart Jr. presented the board with the Fire Report for October 2024. The department had a total of 19 runs during October, of the calls 13 were medical. The annual Halloween party brought over 200 kids, and the Department provided hot dogs, drinks, and candy. Chief Hart received an application from a local man who is currently working at the Air Base in Alpena, he will review credentials and background check.

RECYCLING AUTHORITY: Stephan informed the board that Bailey Barr has been selected as the new Executive Director of NMMMA. Currently there is no glass collection but the process to collect glass is being discussed with Holcim. Stephan stated with the new trucks, recycling pick up has improved throughout the county.

BLIGHT ENFORCEMENT: Stephan followed up with the current ongoing blight violations. Ticket issued with summons to Rude Rd. property, and the Knight property has been cleaned up. Mr. Dickerson (renter) trailer on lot 12 has received a letter from our attorney, and Stephan has been in talks with Mr. Zarbaugh, the trailer park owner. Plans to remove the burnt trailer and the adjacent trailer will be completed once a 40 yd dumpster becomes available.

## UNFINISHED BUSINESS:

PAUL & BABE PLATFORM: Charlie Lane will not be painting Paul & Babe until the weather breaks next year. Stephan learned from his meeting with John Langley (MDOT) that a platform in front of Paul & Babe can't be built due to both "clear vision zone" and also the drainage ditch.

LAWN CARE QUOTES: After discussion, the board voted to award a one-year contract to Green Property Services. Fall Clean Up will need to be done at the Cemetery, Sanborn Beach, and the Fire Hall. *Carstens motioned to hire Green Property Service for a one-year contract for Lawn Care Service. Eaton supported. Motion carried.*

ASSESSOR OF RECORD-RESOLUTION: Carstens presented the board with Resolution 2024-03 to update the Assessor of Record to Dale Hart. *Carstens motioned to approve the Resolution. Eaton supported. Upon Roll Call Vote, the following voted: "Aye"*

*Carstens, Stephan, Hart, and Eaton; voted: "Nay" no-one. Gauthier was absent from the vote. Clerk Carstens declared Resolution 2024-03 adopted and in effect as of 11/11/2024. Eaton motioned to approve billing Warren Group a fee of \$500.00 for 2024 Assessment Data with Building Detail in the BS&A format. Hart supported. Motion carried.*

**ARPA FUNDS:** Board members proposed projects to spend the funds on. Estimates and plans will be discussed further at the next meeting.

**NEW BUSINESS:**

**ELECTION UPDATE:** Carstens discussed turnout numbers for Early Voting along with Election Day voting. Local unofficial results for both EV & Election Day resulted in the following board that will presume office on 11/20/2024; Supervisor: Ken Gauthier; Treasurer: Mary Eaton; Clerk: Margaret Ceslick; Trustee: Gary Stephan; and Trustee: Dale Hart. Carstens will be taking one signature cured absentee ballot to the board of canvassers meeting on Wednesday, November 13, 2024, at 1:00pm.

**SNOW PLOWING 2024-25 CONTRACT:** Matt Barkley agreed to continue to snowplow for the same rate of \$2,800.00 for the 2024-2025 season. *Carstens motioned to hire Matt Barkley for the snow plowing for the 2024-25 season for the rate of \$2,800.00. Eaton supported. Motion carried.*

**AAACU SIGNATURE ON ACCOUNT:** Carstens mentioned that the primary signature on the General Account will need to be switched to Ceslick, and the Twp VISA Card will also need to be changed to support the new positions. *Stephan motioned to send a letter to AAACU to update the changes in the Clerk / Deputy Clerk positions of both Carstens & Ceslick. Eaton supported. Motion carried.*

**BRIGHTHOUSE-PLAN ADMINISTRATOR:** *Carstens motioned to change the Bighthouse Plan Administrator from Carstens to Ceslick, effective date 11/20/2024. Hart supported. Motion carried.*

**QUARTERLY & YEAR END PAYROLL REPORTING:** *Stephan motioned we begin utilizing the services of Northside Bookkeeping, for Quarterly & End of Year Payroll reporting, beginning this 4<sup>th</sup> Quarter of 2024. Hart supported. Motion carried.*

**CEMETERY MAPPING:** *Carstens motioned to accept the proposal from TRIMEDIA to update our Cemetery with digital plot mapping with sonar scoping of the property. The cost is estimated at \$24,675.00 and ARPA Funds will be used to pay for the project. Eaton supported. Motion carried.*

**DEPUTY SUPERVISOR:** Stephan agreed to become Deputy Supervisor, as he was contacted and asked by Supervisor Gauthier. Carstens will give Stephan the Oath of Office after the board meeting.

**BUDGET ADJUSTMENTS:**

None. Carstens did receive the full amount requested of \$8,279.93 for reimbursement of the Presidential Primary election in February, earlier this year.

BILLS:

*Motion by Carstens to approve the pre-authorized bills with check numbers **27004 through 27029** and monthly bills with check numbers **27030 through 27061**. Eaton supported. Motion carried.*

PUBLIC COMMENTS/BOARD CONCERNS:

- Mary Eaton: Proposed that Gary Stephan should be paid for acting as the Blight Officer for the past few months. Stephan will be required to turn in hours and mileage.
- Gary Stephan: Took the opportunity to Thank Angie for being the Township Clerk for the past 3 years, as she showed a hard work ethic and professionalism during her tenure.
- Angie Carstens: It's been a pleasure and quite the experience being the Clerk for the past 3 years and could not of survived the unknown without the help of Wayne Liske, Ken Gauthier, and the other board members' support. Looking forward to serving now as deputy clerk.

Adjourn @ 8:22pm. Next meeting: December 9<sup>th</sup>, 2024 @ 7:00pm.