

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

Regular Township Board of Trustees Meeting
May 12, 2025

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: Peg Ceslick, Treasurer: Mary Eaton, Trustee: Dale Hart Jr. and Trustee: Gary Stephan. Community member attending, Rich Prittie and John Kozlowski, Alpena County Board of Commissioners.

APPROVAL OF AGENDA:

Hart motioned to accept the agenda as presented, with the addition of Unfinished Business: A) Equalization for Tax Roll B) Newsletter, C) Tri Media Invoice, D) W-2c update. Also, New Business: Accounting Service inquiry. Eaton supported to accept the agenda with additions. Motion carried.

MEETING MINUTES OF APRIL 14, 2025:

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

FINANCIAL REPORT:

The financial report as of May 12, 2025, presented by: Treasurer, Eaton is as follows:

AAACU General Account	\$288,418.86
AAACU Money Market Account	\$529,832.79
TOTAL General Fund	\$818,251.65
AAACU Tax Account	\$ 100.00
Designated for Water Fund	\$ 6,726.63
Designated for future Fire Equipment	\$ 28,877.14
Designated for Liquor Enforcement	\$ 294.78
Admin Fee Collected in 2022	\$ 0.00
Designated for Parks & Recreation	\$ 0.00
ARPA Funds	\$ 0.00

CITIZENS APPEARING BEFORE BOARD:

None

CONSENT AGENDA:

- A. Congressman Jack Bergman
- B. Foster - Swift
- C. Bill/Invoice for pumping toilets at parks

Eaton motioned to file consent agenda. Hart supported. Motion carried.

ROADS:

- A. Supervisor Gauthier rode along with the Alpena County Road Commission and viewed the township roads and discussed upcoming projects.
- B. US 23 will narrow to 1 lane starting tomorrow May 13th as MDOT begins replacement of the surface plates on both north and south branch Devils River bridges.

REPORTS:

- A. Planning Commission:
 - The Committee continues to work on zoning ordinances.
- B. Fire Department –
 - A Fire Run report was provided. 24 runs in April. 13 medical, 2 grass fires, 1 carbon monoxide detector call and 1 chimney fire assist with Hubbard Lake, 1 power line down, 1 vehicle fire, 1 check for smoke odor, 2 building fires and 2 days of checking on residence after the ice storm.
 - Chief Hart had a meeting with ISO for an assessment of the Sanborn Township Fire Department (STFD) for an ISO fire rating. The **ISO fire rating**, is a score assigned by the Insurance Services Office (ISO) that evaluates the effectiveness of fire protection services in a community. This rating can impact home insurance rates, as higher ISO scores may lead to increased premiums. The ISO rating is determined based on various factors, including fire department capabilities, water supply, and emergency communications. Chief Hart will share the results when they are made available to him.
 - STFD Millage: Gauthier recommended that the township change the length of our millage at our next election. He suggested that we change from the current 5-year millage to either a 4- or 6-year millage. The purpose of the change is so millage renewals fall on an election year in the future and won't require the township to hold a special election just for the millage.

UNFINISHED BUSINESS:

- A. Tax roll document was signed by the Treasurer, Supervisor and Clerk, to be mailed to the Alpena Equalization Department.
- B. Eaton passed out Township newsletter from last year with a request for the Board to review and provide updates. Updates were provided.
Eaton motioned to approve changes to the newsletter. Stephan supported. Motion carried.
- C. TriMedia Environmental & Engineering, LLC Invoice – TriMedia completed prework to include scanning Sanborn Township Cemetery and gathering necessary documents. Now the township is waiting on final presentation and training. Stephan also mentioned that the township clerk should be provided the training and access to the program, when it becomes available.
Stephen motioned to pay current invoice, \$12,611.25 for services rendered. Hart Supported. Motioned carried.

D. Ceslick provided an update to board members what Sanborn Township has paid in social security taxes for 2024 and first quarter 2025. Adding prior years needed to be looked into as well. Members of the board received a sample letter that would accompany W2c forms when they get mailed to the employees. The letter summarizes why they are receiving a W2c and steps each should take.

Ceslick was informed to hold off on the sending out to employees until proof of this requirement has been provided to the board.

NEW BUSINESS:

A. An Assessor Class – Class to be held Wednesday, May 14 in Grayling. Ken will be attending. This will complete his annual certification requirement.

B. Accounting Services - Ceslick request permission to look into CPA services for accounting needs. Quarterly filing, End of Year filing, and training.

Hart motioned to seek out CPA to assist with tax filing and provide training. Ceslick supported. Motioned carried.

BUDGET ADJUSTMENTS:

No Adjustments.

BILLS:

Motion by Ceslick to approve the pre-authorized bills with check numbers 27339 through 27353 and monthly bills with check numbers 27354 through 27400. Hart supported. Motion carried.

PUBLIC COMMENTS/BOARD CONCERNS:

Commissioner Kozlowski shared local updates.

Adjourn @ 8:40pm. Next meeting: June 9th, 2025 @ 7:00pm.