

MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: May 3, 2021

Time: 7:00 PM

Place: *Millen Township Hall (FOE Area) following Covid-19 Social Distancing and masks requirements*

1. Call to Order and Pledge of Allegiance

2. Roll Call:

a. **Board:** Supervisor Dennis Smith, Clerk Cathy Ostrander, Treasurer Barbara Bartlett, Trustee Scott Kosal, Trustee Jeff Somers

b. **Other Officials:** Mike Davio, Rich Gillies, Jesse Campbell, Rodney Cordes, Terry Small

3. Public Comments not on the agenda – None.

4. Reports

a. Clerk:

i. Motion to approve meeting minutes April 5, 2021 Millen Township Board Meeting. Motion by Somers, 2nd by Kosal and motion carries.

ii. Information only:

1. Consumers Energy – Gustin Township Invoiced/received \$151.11 for Gustin lights
2. Spring/Summer 2021 Newsletter – Please submit ideas
3. Final file for fiscal year 2020-2021 sent to Auditor
4. Duns # and SAMS Registration completed (Required for Federal Grants)
5. Park Manager to be Naomi Cox (Andy removed from contract as a manager)

b. Treasurer:

i. General Income Fund: \$93,483.21

ii. Road Fund: \$153,277.96

iii. Fire Fund: \$

iv. Total: \$246,761.17

v. Motion to accept Treasurer Report, subject to audit. Motion by Kosal, 2nd by Somers and motion carries.

vi. Motion to pay bills, subject to board's post-audit policy authorizing payment: Checks #11097- 11116; Wages, EFPTS, Consumers, FOE, Alcona County Review, Barton City Fire Dept., BSA Software, Lincoln Hardware. Motion by Kosal, 2nd by Bartlett and motion carries.

vii. Treasurer and Clerk Balance - Yes

c. County Commissioner – Terry Small.

i. County building is closed. There are drop boxes available. Decision next week on if the building will open up again.

ii. County and townships will be getting funds from American Rescue Plan. R. Cordes asked if there is any intention of the County appointing a lead to help with the process for spending these funds. No new information.

iii. Kosal asked about PILT funding as to why the county keeps the money verses the townships for which the money was originally intended? Small responded that in September the budget is reviewed.

d. Road Committee – Smith met with Jesse Campbell on 4/30/21 for road project review:

i. Review Road projects (5 contracts)

1. Last year's planned cost = \$71,688

2. 2021 proposed cost = \$79,909 (mirror of 2020 projects, plus includes additional one mile of Kohler road).
3. Smith reviewed the possibility of using the crushed recycled asphalt/
 - a. New potential contracts for Barton Rd., Cordes Rd., Lake Street at cost of \$5714.
 - b. New potential contracts for Walker road from Sanborn to Stout Rd. Due to sloppy road conditions, County to add 6 inches of gravel and the recycled asphalt with estimate at \$32,994. Contribution of Township of 75%.
 - c. Township road fund balance - \$78,368 after paying last year's projects. (total cost of new proposed projects \$38,708 from budget still leaves contingent budget if there are road issues that need to be addressed in 2021).
4. J. Campbell– Drive update. All roads are on the MDOT site with ratings. Once every 2 years the roads are rated. Millen has approximately 95 miles of road. Small amount of these roads are asphalt. So preventative maintenance to these roads will make road funds last longer allowing for more road improvement projects. Typical year has 30-33 miles of seal coat miles per year. This year there are approximately 80 miles of seal coating. Kohler road was moved down to a 3 rating and that is the reason for additional mile of road added to the project. Trask Lake is shared by Hawes Township. Big summer plan to update the roads making up for delays from last year due to Covid.
5. Smith – Formal vote on the last 5 contracts (\$79,909) Motion to move forward with contracts ML2101, ML2102, ML2103, ML2104, ML2105. Motion to approve contracts by Kosal, 2nd by Somers. Ayes have it, Motion carries with no nays.
6. ML2106 (\$5714) Somers motions to accept, Bartlett 2nd and motion carries. Kosal voted present.
7. ML2107 Contract (\$32,994) Motion by Kosal, 2nd Bartlett and motion carries.
8. Smith – Asked about Burns road tree removal timeline. Campbell said it is a two day project for the County Road Commission. However, due to the weather and downed trees there is a delay for about two weeks on Burns road trees. Tree trunks to be piled on field north of the cemetery.
9. Smith – McCormack on Trask Lake made a formal complaint about the large trees along the road. County Road Commission will not cut trees under the powerlines. If they are in the roadway only, then the County Road Commission can remove. Smith to pen a response to McCormack.
10. Campbell – Asked if the ballpark may use for gravel storage/pile during road construction. Board okays the use of the ball area parking for the pile in area used previously.

e. Zoning/Planning

- i. Unlicensed vehicles stored in yards – Davio
 1. Jewell Lake Road vehicle has been removed.
 2. Walker Road vehicles - Owners have not been contacted. Mike posted notice on the house for contact after certified letter has been returned. Bartlett assisting with address as the taxes have been paid and Davio is using the same address. Bartlett to confirm with postmaster.
- ii. 1600 Walked road property that has been condemned. New owners have not cleaned up the property waste. Davio has posted for new owners to clean up with orange stickers. New owners live out of state. Davio to send letter.
- iii. Davio reports 7 new permits, 2 of which were demolition permits at no fee.

- iv. Jewell Lake Dr. Fire Damaged Property – Davio gave owner Harry Harvey contact information to review construction requirements to correct building post-fire.
- v. Ordinance updates – Gillies
 - 1. Short Term Rental Properties – Gillies will take a written proposal to next planning meeting and then to commissioner. Gillies then returns to Township Board for a vote.
 - 2. On April 6, Gillies contacted attorney to review which portions of ordinances can be issued for Short Term Rental Properties, Tiny House and Gravel.
 - 3. Smith would like to see our township proactive to propose “language” for Short Term Rentals, Tiny House and Gravel. Be aware of what the Michigan legislature is currently proposing on Short Term Rentals bill.
- vi. Next Zoning and Planning Meeting is May 17 at 6:30 (topic: Dwelling Sizes) then 7:00 (topic: notice posted 15 days prior to the hearing for ordinance reviews) followed by regular meeting.

f. Cemetery Sexton Update

- i. Bartlett met with Veteran Coordinator on flag holders at the gravesites. New gravesite flag holders will be purchased and placed. Also, a new full size American flag was purchased and will replace current flag. Reimbursement for new flags and flag holders only by the Alcona County Veterans Affairs. Replacement at township expense. Thank you for their continued support of our Veterans!
- ii. Flags to be set for Memorial Day holiday.
- iii. Article XXXIV Millen Township Ordinance 1466 – Maple Ridge Cemetery Changes highlighted in yellow was presented by Bartlett with Rich Gillies input. The new Cemetery ordinance updates will be posted in the Alcona County Review newspaper as a notification that there is a new cemetery ordinance. The maintenance section of the ordinance will also be posted at the cemetery and the full ordinance will be posted on the MillenTownship.com website. Individuals may contact the sexton for a copy of the full ordinance. Motion by Somers to accept the new ordinance as written and presented, 2nd by Bartlett and motion carries.
- iv. Covid funeral cost assistance is available. Information to be posted on the MillenTownship.com website.
- v. Bartlett and Ostrander have removed old flowers and ornaments. Some of the more permanent ornaments have been stored in the Cemetery shed should the owners wish to collect them. Sexton Bartlett should be contacted.
- vi. Township to consider if the existing planter could be relocated to the center under the sign. The other two brick planters were removed due to degradation. Smith suggested a review at the Cemetery to determine if the bricks can be reconstructed in the center.

g. Fire Department – Chief Cordes

- i. 8 medical calls and 4 fire calls this month.
- ii. Working on a Grant (\$29,296) for new radios and new 4-wheeler for the trail fires. Currently, Fire Dept. needs to put in \$7500 to help cover what the grant does not cover. Cordes stated that 4-wheeler inventory is very low in the market currently. He has a grant extension to the end of year in hopes of receiving grant once he is able to submit the 4-wheeler cost.

- iii. Turn out gear update - boots and gloves here already, still more gear to come. \$5,000 Grant money went towards the cost of gear. There is a 10 year recommendation for Fire Departments to change out gear.
- iv. Dollar and cent projections are in the green.
- v. Fire Department Building construction is progressing. Electrician and plumber are due soon. Still need to remodel the old building portion.
- vi. Hawes Township will be signing road contracts this week.
- vii. July 25 at 7pm – request to use the Barton City Park for the MTA meeting. Cordes to contact Park Manager Naomi Cox to reserve.

5. Unfinished Business

- a. **Grant Writing** – Park Tree Trimming – Kosal presented proposed Northeast Michigan Community Impact Grant application. Grant deadline is 7/25/2021. Millen Township is applying as a local government. Decision are made at the end of August, grants selected September. Spending available post-September. Township will pay for the tree trimming service and then the Township is reimbursed. Bartlett to assist in budget details for grant application. Proposing a \$5000 grant to cover portion of park tree trimming.
- b. **Barton City Park clean-up** - 4 days planned (April 26-29), but actual clean-up was completed in 2 days (April 26-27).
 - 1. Thanks to all that helped – Trish Miller, Rob Sutton, Mark Keller, Roy Somers, Jeff and Tina Anderson, Karen Sutton, Rodney Cordes, Cathy Ostrander, Ruth Ann Couperwaite, Paul Lauth, Sheryl and Denny Smith
 - 2. Special Thanks to Tom Davis, Ron Stout and their Leaf Vacuum/Dump Truck. What a time saver!
- c. **Barton City Park** – Currently being used by the youth baseball players 2-3 times a week.
- d. **Barton City Park – swings and maintenance reviewed by Smith. Due to chain wear, all chains on the swings have been replaced as of May 1.** Chains have protective coating where children hold so that fingers don't get pinched. Materials purchased will be submitted to clerk and filed with the minutes.

6. New Business

- a. **Website Update** – Somers. Please send any updates or ideas to Jeff.
 - i. Postings for Board of Review have were listed.
 - ii. Property Tax Tab information provided by Treasurer Bartlett and may be added to the website.
- b. **Fourth of July Book** – Millen Township to sponsor book as past year. Motion by Kosal to put add in book, 2nd Bartlett and motion carries.
- c. **MPSC Broadband Survey for Township per Insights** – Kosal volunteered to complete the survey on behalf of the Township.

7. Public Comments - None

8. **Adjourn** – Motion to adjourn Somers, 2nd Bartlett and motion carries.

***Next Meetings:** May 17, 2021 (3rd Monday of month at 6:30) - Zoning and Planning
June 7, 7:00 pm - Township Board Meeting

Meeting minutes respectfully submitted by Clerk, Cathy Ostrander