

MILLEN TOWNSHIP **SPECIAL ARPA** MEETING MINUTES

Date: July 20, 2021

Time: 6:30 PM

Place: Millen Township Hall

1. Call to Order and Pledge of Allegiance

2. Roll Call:

- **Board Members-** Supervisor Dennis Smith, Clerk Cathy Ostrander, Treasurer Barbara Bartlett, Trustee Scott Kosal, Trustee Jeff Somers

3. Public Comments not on the agenda – None.

4. ARPA – American Rescue Plan Act –

- Supervisor Smith highlighted the three options for funds available to Millen Township as part of ARPA in the estimated amount of \$40,611. Funds will be distributed in two equal payments with the first payment occurring in 2021. Spending to be completed by the end of 2024.
 - i. **Millen Township (NEU) accepts the funds,**
 - ii. Millen Township (NEU) declines funds and transfers to State of Michigan
 - iii. Millen Township (NEU) declines funds and the funds transfer to another NEU.
- Treasurer Bartlett – Funds will be listed in a separate account. Monthly reporting is required and recommend adding to the future Township Board agendas. Bartlett has been in close contact with the auditor on proper procedures for tracking funds and expenditures. Clerk Ostrander will have duplicate financial tracking.
- Trustee Kosal made a motion for **option i. – Millen Township (NEU) accepts the funds.** Trustee Somers 2nd the motion. All board members were in agreement by stating Aye. Motion carries.
- Supervisor Smith as responsible Township administrator signed all applicable forms as listed in the process below. Treasurer Bartlett completed the submission online in the Michigan Department of Treasury- ELITE system during the meeting. Confirmation# 87000. Smith thanked Bartlett and Ostrander for the preparation work on application process.

ARPA Process:

- a) *Online application system – Now Open*
- b) *Funding Request Deadline July 27*
- c) *Potential Plan/Uses*

WORKING SESSION:

- 1) *Township Name, Taxpayer ID number, DUNS number and address (Ostrander)*
- 2) *A Funding Election and Budget Certification Form (form 5751)*
 - i) *Completion (Board)*
 - ii) *Signature (Supervisor Smith)*
- 3) *Award Terms and Conditions Agreement (Supervisor Smith)*
- 4) *Assurances of Compliance with Title VI of Civil Rights Act of 1964 (Supervisor Smith)*
- 5) *Pre-pandemic Budget amount (top-line of budget) as of Jan. 27, 2020 (Treasurer Bartlett)*

- Trustee Kosal requested ARPA added to agenda with intent to offer start of plan for potential spending (Broadband, Parks, Lost Revenue due to spending during Covid, etc.)

5. New Business added to agenda –

- Clerk Ostrander submitted to the members a draft hard copy of a new Park Use Agreement using template offered by Risk Control Manager Mike Gombos as part of insurance walk through at the park. Previous Park Use Agreement included as a comparison. Item to be added to next agenda.
- Smith stated that Gary Somers had approached him regarding the winter use of Barton City Park parking lot as a trailhead parking area for snowmobiles. New agreement to go to Park Manager Naomi Cox once available. Naomi to use this agreement with Somers/or responsible Parks & Rec contact such that snowmobiling parking can be reserved per Park Use Agreement.
- July 27 is the MTA Alcona Townships Annual Picnic at Barton City Park pavilion. Millen Township is the host/cook. Denny to RSVP to Pat and confirm food for grilling. Millen Township members to meet Denny for set up at 5:30 in the park. Bring a dish to pass.

6. Public Comments – None.

7. **Adjourn** – Motion by Somers to adjourn, 2nd by Kosal. Motion carries.

***Next Meetings:** July 27, 6:00 MTA Alcona County Picnic at Barton City Park – Millen Township Hosts/Cooks
August 2, 7:00 pm - Township Board Meeting
August 16, 6:30 – Public Hearing on Zoning & Planning (Short Term Rental);
7:00 Zoning & Planning Board Meeting

Meeting minutes respectfully submitted by Clerk, Cathy Ostrander