

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: Monday, February 7, 2022

Time: 7:00 PM

Place: Millen Township Hall

## 1. Call to Order and Pledge of Allegiance

## 2. Roll Call

a. **Board Members:** Supervisor Smith, Treasurer Bartlett, Trustee Somers, Trustee Kosal, Clerk Ostrander

b. **Others:** Terry Small, Randy Thompson, Rodney Cordes, Missy Cordes, Rob Klink, Rich Gillies

## 3. Public Comments

a. Mr. Rob Klink, Youth Baseball at the Barton City Park. Partner with 4H - MSU/Youth Baseball/Softball (4 yr. & 5yr. old). MSU Insurance to be provided for younger kids and a second insurance certificate for older kids.

## 4. Assessor - Randy Thompson

a. **Resolution 2022-07 - Poverty Exemption Policy** – Randy Thompson. Kosal 2<sup>nd</sup> Bartlett. Motion Carries. (Roll call vote, Aye – Ostrander, Bartlett, Smith, Somers, Kosal. Nay – None.)

b. **Resolution 2022-08 Inspection of Public Records Policy.** Motion to accept Kosal/Somers. Motion Carries. Resolution passes. (Roll call vote, Aye – Ostrander, Smith, Bartlett, Somers, Kosal. Nays – None)

c. **Resolution 2022-09 – Resolution for Poverty Exemption.** Presented, Board will review at next Special Meeting February 8

## 5. Missy Cordes – BCIA

a. Questioned the new Park Ordinance and new Park Use Agreement. Reviewing for July 4<sup>th</sup> Celebrations. A copy of the Park Use Agreement was provided. The Ordinance is published on the Township Website.

b. Youth Fishing Tournament Feb 19, 9-3:00. Volunteers needed.

## 6. Missy Cordes – Alcona County Registrar, Equalization from the County Registrar Office. Commented on new process for property tax bills. Treasurer Bartlett to discuss later in the agenda.

## 7. Reports

### a. Clerk:

i. Motion to approve meeting minutes, January 3, 2022. Somers made a motion to approve minutes, 2<sup>nd</sup> by Kosal and motion carries.

### b. Treasurer:

i. General Income Fund: \$106,301.90

ii. Road Fund: \$70,666.36

iii. Total: \$176,968.26

iv. Motion to accept Treasurer Report, subject to audit. Motion made by Somers, 2<sup>nd</sup> by Kosal. Motion carries.

- v. Motion to pay bills, subject to board's post-audit policy authorizing payment: Checks #11349 - 11370 Wages, EFPTS, Consumers, FOE (rent), Fire Dept., Quick Books Annual Fee (reimbursement to Clerk), Clerk Postage (reimbursement to Clerk), Barton City Fire Dept. Motion made by Kosal, 2<sup>nd</sup> by Somers and motion Carries.
- vi. Treasurer and Clerk Balance – yes
- vii. Budget discussion – 2022/2023 Proposal, Reviews for meeting February 8 at 7pm.
- viii. ARPA Reporting – Auditor to file report for township? Bartlett reported \$300-500 for filing fee by auditor instead of Township Board member. New ARPA process is hundreds of pages in length. Motion to have auditor file ARPA report made by Kosal to hire auditor, Somers 2<sup>nd</sup> and motion carries.

**a. Road Committee**

- i. Cemetery Tree Removal along Burns Road – work is completed. County did great work! Supervisor Smith would like to see full extent of work completed once snow is gone. The Township may need to remove additional trees inside the Cemetery. Determine needs in the springtime. Opportunity to apply for additional grants to assist in expenses.

**c. Zoning/Planning**

- i. Blight/Unlicensed vehicles stored in yards – Davio (No update due to vacation.)
  - a. Burgess Road blight
  - b. 1600 Walker Road Blight – Bartlett commented that a nice pole barn is up and cleanup continues.
- ii. Jewell Lake Dr. Fire Damaged Property – Davio reported to Smith previously that the property is For Sale actively.

**b. Cemetery Sexton Update – B. Bartlett.** Purchase of cemetery plots are still being requested by families in our community.

**c. Fire Department – Chief Cordes.**

- i. 11 medical and 2 fire calls in January.
- ii. Fire hall – Insulation work is near completion, IT is underway and heat is be going on shortly.
- iii. Cordes is working on another grant for the Fire Dept. to support equipment for traffic accidents (jaws).

**d. Hawes Township – Supervisor Cordes.** BOR for Taxes could be combined for Hawes and Millen. The members of the Board are equally trained and follow state law. May be a future opportunity for budget savings.

**e. Hawes Township– ARPA funding,** may use funds to update the website. New Zoning Ordinance was updated and going online. Internet spending is not adequate to cover necessary area at this point in planning. Waiting on new proposal from All Band. New legislation is also coming.

**f. Alcona County – T. Small**

- i. Gypsy Moth Ballot timing at County. Need ballot wording by April 26 to County Clerk. County Commissioner Meeting is next Wednesday.
- ii. EDC had a closed meeting. Reviewing a plan with Presque Isles Electric and Gas. Smith – Take back to the County Board that many local schoolkids in the county had inadequate internet.

## 8. Unfinished Business

- a. Unpaid Taxes - Personal Property Tax of BC Bar. No new updates.
- b. Mr. Ron Siegel – All Band. No updates.
- c. ARPA –Project and Expenditure Report, Due April 30, 2022.
- d. Grant, Park Tree Trimming status/documentation/submission status – S. Kosal – Check received by Treasurer. – Item closed. Thank you Trustee Kosal for writing the grant proposal!
- e. ~~Updates to Risk Manager Recommendations~~ – All Items Closed
- f. ~~Pavilion #2 Damage~~ (Table until Springtime)

## 9. New Business

- a. Noise Ordinance – Smith found Ossineke Township Ordinance as a reference. Smith would like to have the ordinance reviewed by Attorney Wilson. See if the County could enforce. Currently, Millen Township has no ordinance on file. Smith to review with Attorney Justin Wilson. Gillies to send to NEMCOG for input.
- b. 2022-2023 Millen Township Road Millage – Review proposed ballot wording. Update to \$26,000 for revenue generated per Bartlett. Motion made by Kosal to accept with update, 2<sup>nd</sup> by Bartlett and Motion carries. (Aye – Ostrander, Bartlett, Kosal, Somers, Smith. Nay – None.) Clerk added Resolution Number 2022-10 to ballot wording proposal.
- c. 2022 Equalization Dept. Contract – Motion to accept the contract by Somers, 2<sup>nd</sup> Kosal and motion carries.
- d. Treasurer/Assessor Process Changes coming in 2023- Work of what the County is doing is transferring to the Treasurer at the Township level and that file then is sent to Township Assessor. Bartlett has a quote coming from a firm downstate. Print, Fold and stuff envelopes for each parcel and mortgage company. Millen Twp has 860 parcels. Parcel owners and mortgage companies also get copies. Alcona County Review is current supplier and familiar with process. Process is new and more complicated. Bartlett is doing a trial run early to make sure Township is ready for the new process.
- e. Kosal – New grant proposal has been written to North Eastern Michigan Community Fund for Cemetery Tree Trimming. Confirming due date timeline.
- f. Assessor Annual Reporting of 20% Property Review with Findings. Bartlett asked for findings from the yearly review. Smith to follow up with Township Assessor on deliverables.
- g. Public Notice HPC-XC90-KVZBX – 934 Verner Dr.; The applicant proposes to place 120 cubic yards of fill in a wetland contiguous with Jewel Lake and place 86 linear feet of new limestone seawall in an emergent wetland shoreline. Open for public comment online. (2/15/2022)
- h. Public Notice HPD-2Y9Q-QSPXW – 924 Verner Dr. Same plan as neighbor for shoreline sea wall. Open for public comment.
- i. Smith – Hawes Township contributes to Cemetery and Park. Asking for 100% increase on both areas to cover maintenance from Hawes Township. Bartlett motion to double. 2<sup>nd</sup> by Somers and motion carries.

- j. Kosal – DNR Grants. Many \$100 of millions for Grants available for requesting. Matching grants to the DNR are acceptable. Partner with BCIA or other Townships to receive the matching grants.
- k. Kosal volunteered to reach out to the National Forestry Service for Boat Launch improvements that are needed. Invite them to our next meeting.

**10. Public Comments** – None.

**11. Adjourn** – Motion to adjourn by Kosal, 2<sup>nd</sup> Somers and motion carries.

**\*Next Meetings:** *February 8 & 22, 7:00 – Millen Twp. Budget Planning Meeting*

*March 7, 6:45 – Millen Twp. Budget Approval Hearing*

*March 7, 7:00 (\*immediately following Budget Approval Hearing) – Township Board Meeting*

*Meeting minutes respectfully submitted by Clerk, Cathy Ostrander*