

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: November 7, 2022

Time: 7:00 PM

Place: Millen Township Hall

## 1. Call to Order and Pledge of Allegiance

## 2. Roll Call

- a. Board: Denny Smith – Supervisor, Barb Bartlett – Treasurer, Cathy Ostrander – Clerk, Scott Kosal – Trustee, Jeff Somers - Trustee
- b. Other Attendees- Rich Gillies, Rod Cordes

## 3. Public Comments – None

## 4. Reports

- a. Clerk:
  - i. Motion to approve meeting minutes with numerical corrections, Township Board October 3, 2022. Motion to approve by Kosal, 2<sup>nd</sup> by Somers. Motion Carries.
  - ii. Election Commission: Chairperson – Karen Sutton; Inspectors – Cathy Ostrander, Sheryl Smith, Marlene Forsythe, Trish Miller
  - iii. Winter Newsletter – draft reviewed. Letter to be mailed with tax bills in November.
- b. Treasurer:
  - i. General Income Fund: \$82,782.58
  - ii. Road Fund: \$44,349.31
  - iii. Fire Fund \$0
  - iv. ARPA Fund \$40,274.42
  - v. Total: \$167,406.31
  - vi. Motion to accept Treasurer Report, subject to audit. Motion by Somers, 2<sup>nd</sup> by Kosal. Motion carries.
  - vii. Motion to pay bills, subject to board’s post-audit policy authorizing payment: Checks #11601 - 11624 for Wages, EFPTS, Consumers, FOE (rent), Election Postage-Ostrander Reimbursement, Attorney Fee, Stout’s Mowing, Burial Fee, Election Supplies, Alcona County Review (Election Ads), Lincoln Hardware (Park Post Replacement), Tax Envelope/Postage- Bartlett Reimbursement. Motion by Kosal, 2<sup>nd</sup> by Somers. Motion carries.
  - viii. Treasurer and Clerk Balance – Yes
- c. Road Committee:
  - i. Speed Study-No new updates. Requires another MSP study in the spring. Item tabled.
- d. Zoning/Planning: Gillies
  - Ordinance 22-01 enforcement by the sheriff. Supervisor Smith to contact Sheriff Stephenson.
  - Ordinance 22-01 Anti-Noise Ordinance - Roll Call Vote on Ordinance 22-01, Article 40 Zoning Ordinance. Aye – Ostrander, Kosal, Bartlett, Somers, Smith. Nay – None. Ordinance approved.
- e. Cemetery Sexton Update – B. Bartlett.
  - i. Bartlett reviewed cemetery for any post-windstorm. No damage observed.
  - ii. Bartlett noted that there are many empty beer cans left at the graveside. There needs to be a reminder that littering is not acceptable. Also, another reminder needed that memorabilia needs to be placed at the headstone to allow for maintenance/mowing in the cemetery.

- f. Fire Department – Chief Cordes. Rescue calls were similar to monthly average.
- g. Alcona County -T. Small (not present)

## 5. Unfinished Business

- a. Unpaid Taxes - Personal Property Tax of BC Bar – Certified letter sent to Jim Scott at home address. Letters have been rejected. Supervisor Smith will personally deliver the registered mail to Jim Scott.
- b. ARPA Grant– Project Planning
  - i. Cemetery Projects
    - 1. Everett Leeseberg is working on a bid for marking the cemetery.
  - ii. Damaged Pavilion teardown next steps
    - 1. Quotes were tabled until the services were same in each bid. Jake’s Excavating and Lincoln Sand and Gravel. \$4,850.00 lowest complete bid by Lincoln Sand and Gravel. Motion to accept bid from Lincoln Sand and Gravel by Somers and 2<sup>nd</sup> by Bartlett. Motion carries.
    - 2. Electrical removal on the pavilion required. Received a \$550.00 bid by C&M Electric – Glennie. Motion to accept the bid by Kosal, 2<sup>nd</sup> by Bartlett. Motion Carries.
    - 3. Supervisor Smith to notify both contractors.
  - iii. Park Tree Trimming required due to Oak Wilt
  - iv. Park Ballfield Fence Post Repairs and Bleachers repair of wooden seats.
  - v. Stump Removal at the rear of the ball park leftfield fence is required to clean up area.
  - vi. Remaining ARPA Grant Funded Project Proposals
    - 1. Repaint the upper Pavilion – No updates.
    - 2. Inspect the roof and make any wood repairs from weathered boards. Roofing Bids - Hartman Roofing, Johns’ Home Maintenance. \$9825.00 from Johns Home Maintenance in Lincoln was lowest bid. Motion by Kosal to accept the bid by John’s Home Maintenance (covering both roofs) 2<sup>nd</sup> by Somers, Motion Carries.
    - 3. Re-roof the outdoor cement toilet. Hartman Roofing, John’s Home Maintenance. Included in the above bids.
  - vii. Spark Grant will also be submitted for future 2023 park projects.

## 6. New Business –

- a. Supervisor Smith attended the County Supervisor meeting. Working with NEMCOG on Solar Ordinance.
- b. Bartlett had a call from Huron Community Bank that they are now paying interest on the Tax Account even though the money goes into the account and back out. Bartlett checked with the auditor on the procedure for splitting any interest payments. Adding a line item for tax account in chart of accounts was recommendation from the auditor. Motion by Somers to accept this recommendation, 2<sup>nd</sup> by Kosal. Motion carries.
- c. Kosal – A Grant Service Provider (Writer) company reached out to Kosal to help facilitate grant writing for the township as a service. Kosal to investigate services and cost details of the company.

## 7. Public Comments – None.

- 8. **Adjourn** – Motion to adjourn by Kosal, 2<sup>nd</sup> by Somers. Motion carries.

**\*Next Meetings:** December 5, 7:00 pm - Millen Township Board Meeting

*\* Meeting minutes respectfully submitted by Clerk, Cathy Ostrander*