

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: September 5, 2023

Time: 7:00 PM

Place: Millen Township Hall

## 1) Call to Order and Pledge of Allegiance

## 2) Roll Call

- a. Board: Barb Bartlett-Treasurer, Cathy Ostrander-Clerk, Dennis Smith-Supervisor, Scott Kosal-Trustee, Jeff Somers – Trustee
- b. Other Attendees – Mike Davio, Rich Gillies, Mark Keller

## 3) Public Comments – None.

## 4) Reports

- a. Clerk:
  - i. Motion to approve meeting minutes Township Board Meeting August 7, 2023. Motion by Kosal to approve, 2<sup>nd</sup> by Somers. Motion carried.
- b. Treasurer:
  - i. General Income Fund: \$103,769.46
  - ii. Road Fund: \$55,226.30
  - iii. Fire Fund \$0
  - iv. ARPA Fund \$13,570.04
  - v. Total: \$172,565.80
  - vi. Motion to accept Treasurer Report, subject to audit. Motion by Somers, 2<sup>nd</sup> by Kosal. Motion carried.
  - vii. Motion to pay bills, subject to board's post-audit policy authorizing payment: Checks # 11874-11904; Wages, EFPTS, Consumers, FOE (rent), Dust Control Reimbursements, VISA, CPA Fee, Stout's Lawn, Lincoln Sand & Gravel, Alcona Co. Review, Lincoln Hardware, Election Postage Reimbursement. Motion to pay the bills by Kosal, 2<sup>nd</sup> by Somers. Motion carried.
  - viii. Treasurer and Clerk Balance - Yes
- c. Road Committee:
  - i. Kosal received a call on Ross Road due to rough condition. Smith followed up. Kosal has not discussed with resident. Road Commissioner Campbell has reviewed the road section and will address the area of the road with gravel/grade. No update on timing.
  - ii. ML#2302 – Walker Road Recycled Asphalt millings from Sanborn to Bean Hill Road. Completed 8/31/23. Invoice to follow for last road project for 2023.
  - iii. Supervisor Smith reviewed the speed study with Campbell. Need road striping to be added prior to study. Stripes are started in the county this week and should complete Millen roads shortly.
- d. County Commissioner: T. Small (not present)
  - i. PILT payment received at 25% of payment. Next year's county budget September and Township should request PILT payment in County budget plan. Smith plans to review at the County Commission to request the other 25% received previously in the past.
  - ii. Broadband Commissioners meeting (8/16/2023 at 1:30) by Doug Cheek. Kosal requested a copy of the presentation be emailed for review of the plan. Kosal attended the meeting. Spending on the studies only currently (Q2 2024 timing) and no additional infrastructure being completed at this time.
- e. Zoning/Planning: Rich Gillies
  - i. ZB – 6:30; Public Hearing at 7:00 followed by regular meeting (8/21)

- ii. The Aug 21 regular meeting included a public hearing and Zoning Board of Appeals meeting covered the Solar Zoning Ordinance. Approved at local meeting. Added to the next County meeting and will return for Township Board Review and approval.
  - iii. 12 copies of final Zoning Manual provided to Planning Commission. P&Z voted to adopt the Zoning Manual as published. Motion by Ostrander to accept the latest publication, Somers 2<sup>nd</sup> and motion carried. (Ayes- Kosal, Somers, Smith, Ostrander, Bartlett. Nays – None.)
  - iv. Rich requested considering adding another Zoning Board Member. Those interested should contact Rich Gillies.
  - v. Updates to Township Plan to include the current 2020 Census population for Millen Township.
  - vi. 1600 Walker Road – Living in camper and multiple unlicensed vehicles, junk cleanup. – Land use permit pulled to add a manufactured home and more cleanup to follow.
  - vii. Fowler and Stout Rd.– Property has abandoned vehicles. Property cleanup is improving.
  - viii. Pine Street complaint of garbage. Jamie Rathorne (new owner) is working on cleanup.
  - ix. Trask Lake Road- Edgewood has family living in a 5<sup>th</sup> Wheel. Resident is working on cleaning up the yard/trash.
  - x. Trask Lake/Kohler – Davio to review property for building updates without permit.
  - xi. Complaint - Dogs barking on Jewell Lake Drive. 4-5 dogs are in the yard barking during the day.
  - xii. Complaint - Dog barking on Burgess Rd. Supervisor Smith reviewed complaint with the owner.
  - xiii. Davio received a request to open a Motor Cycle Shop on 1900 Bean Hill Road. That zoning area is designated as Agriculture and does not meet current Zoning requirements. Request denied.
- f. Cemetery Sexton Update: B. Bartlett
- i. Main sign has been repainted and lattice work added. Shrubs to be ordered by Barb and planted by Everett.
  - ii. Burns road from Trask Lake Rd to driveway into cemetery finished. From driveway to northwest corner to be completed yet. Grass has been planted. Future consideration for planting trees on hold. Plan to mow and maintain to Burns Road.
  - iii. New lot markers to be added for north section.
  - iv. Headstone from 1923 (Skiver) that was broken has been repaired by Barb.
  - v. Plan on track to be completed by year's end.
- g. Fire Department: Chief Cordes – No update.

## 5) Unfinished Business

- a. Unpaid Taxes - Personal Property Tax of BC Bar – Summer 2019 open.
- b. ARPA Grant– Project Planning
  - i. Repair of fence behind ball field, to be placed out for bid. Tabled until receive bids. Township seeking more fencing contractors. No update – tabled.
  - ii. If ARPA project spending is completed and documented in 2023, there is opportunity for additional funds.
- c. Second MSP Speed test and “SLOW DOWN” signs – Require the striping to be completed on the roads before conducting a speed study. Smith reviewing with Campbell for property signage. (see item 4c.iii)
- d. Kosal – Seasonal verses no maintenance roads, what are the roads definitions and maintenance? Smith to review with Campbell.
- e. Proposal 2 - AV Ballot Drop Box and Installation – Box ordered from the State funded and approved site. FOE ok with cement pad. Waiting on shipment to finalize the cement pad.
- f. Proposal 2 - AV Ballot Drop Box Video Installation Quote - \$568 Mike's Computer Repair. FOE ok with video installation. Motion to accept the bid by Kosal to not exceed \$600, 2<sup>nd</sup> by Somers and Motion Carried.
- g. Proposal 2 –
  - i. Early Voting not required for local County School Election. Early voting currently only applies to State and Federal Elections. Many details of Proposal 2 law in process at the State level.

ii. 2024 Elections – March, August and November all require early voting. County vs Local combined early voting site under review to optimize budget. Clerk to reach out to other local clerks and propose a plan to have 4-5 townships combine.

h. New Business –

i. Park Pavilion well pump requires a major repair. The well pump sends water to the cook shack and bathrooms. Internal components are over 50 years old and has rust in the interior which damaged components. Well companies still working to save existing unit. Repair bill estimate is coming. If cost is still less cost than 50% cost of a new well the Township will repair verses put in new well.

6) **Public Comments** – none.

7) **Adjourn** – Motion to adjourn by Kosal, 2<sup>nd</sup> by Somers. Motion carried. Meeting adjourned at 7:40pm.

***\*Next Meetings:***

*October 2, 7:00 pm – Millen Township Board Meeting*

*\*\*\* Minutes respectfully submitted by Clerk, Cathy Ostrander\*\*\**