

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: January 2, 2024

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: Rich Gillies, Terry Small

**3) Public Comments – None**

**4) Reports**

- a. Clerk:
  - i. Motion to approve meeting minutes Township Board Meeting December 4, 2023. Motion to approve by Kosal, 2<sup>nd</sup> by Somers. Motion carried.
- b. Treasurer:
  - i. General Income Fund: \$104,292.79
  - ii. Road Fund: \$24,472.41
  - iii. Fire Fund: \$2862.66
  - iv. ARPA Fund 7,510.16
  - v. Total: \$139,138.02
  - vi. Motion to accept Treasurer Report, subject to audit. Motion to accept subject to audit 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 #11982-112002; Wages, EFPTS, Consumers, FOE (rent), Alcona Co Road (sign), Met-life, Alcona Co Review (tax bills), Election Postage Reimbursement, BC Store (supplies), BC Fire Dept., Accident Fund Premium Update. Motion to pay by Somers, 2<sup>nd</sup> Bartlett. Motion Carried.
  - viii. Treasurer and Clerk Balance - yes
- c. Road Committee:
  - i. Trask Lake Road near Verner Drive– Road sign “Speed Limit 25 and Speed Limit 25 Ahead Sign” added (\$105.55 paid to Alcona Co Road Commission)
  - ii. Complaint off Proconier Rd. on a Private Road that was hard to pass. Road is not maintained by County or Township. No maintenance to be provided.
- d. County Commissioner: T. Small. No new updates.
- e. Zoning/Planning: Rich Gillies/Scott Kosal
  - i. Pine Street complaint of garbage. Jamie Rathorne (new owner) is working on cleanup. No update.
  - ii. Trask Lake Road- Edgewood has family living in a 5<sup>th</sup> Wheel. No update. Supervisor Smith to review with property owners to understand their intentions. No update.
  - iii. Trask Lake/Kohler – Davio Kosal to review property for building updates without permit. Davio reviewed and closed item.
  - iv. Complaint - Dogs barking on Jewell Lake Drive. Sending letter. Enforcement policy under review with the county prosecutor. Supervisor Smith personally made contact to review the issue and potential result being fines.
  - v. Dec6, 2023 – Law enforcement agreement between Alcona County Sheriff and Millen Township has been approved, returned and will be filed in Clerk's office.

- vi. Potentially condemned trailer on Jewell and Burgess. Bartlett to review tax roll for owner. Barb to provide copy to ~~Mike Davio~~ Kosal. Supervisor Smith received 3 complaints. Sheriff has been contacted. Alcona Co Commissioners to sign off on the enforcement of Millen Township Ordinances. Terry Small to review at the next meeting to determine if the prosecuting attorney has reviewed enforcement language.
- vii. Gillies – Waiting to hear back from NEMCOG on the Solar Ordinance adjustments. Smith reviewed with Cordes at Hawes the same.
- viii. Kosal – In process of file handoff from Davio due to illness.
- f. Cemetery Sexton Update: B. Bartlett
  - i. Supervisor Smith commented on the improved appearance of the cemetery and upkeep improvements.
  - ii. Bartlett commented on up-coming bids for Cemetery and walkthrough during bidding process.
- g. Fire Department: Chief Cordes
  - i. BOR Training will be completed using the new Fire Department building for Hawes and Millen combined on March 4 morning.

## 5) Unfinished Business

- a. Unpaid Taxes - Personal Property Tax of BC Bar – Summer 2019 open. No update.
- b. ARPA Grant– Project Planning.
  - (1) Bartlett provided handout of project update with spending status.
  - (2) \$500 for ARPA audit/filing by auditor.
  - (3) End of 2026 unspent funds will be returned
  - (4) Out for bid is fence.
  - (5) Grave Markers to be purchased using the bids.
- c. Supervisor Smith – Received complaint on barking dogs at Burgess. Sheriff contacted. (See item 4C iv)
- d. Fred McFadden was contacted about the ball field fencing posts that need repair. Bid to be received by next meeting. Bid not received at this time.
- e. Kosal contacted the Northeastern Community grants for the ball field for the fence and a permanent pickle ball net. Maximum grant is \$5000. Kosal submitted two grants for Pickle Ball net (\$2500 request) and ball fence (\$5000 requested). Additional description of the fence repairs to be added to grant request. Smith to follow up with McFadden on the bid. Submission due January 15.

## 6) New Business

- a) 2024-2025 Budget Planning Items and Timing of Budget Planning Sessions
- b) Post-Election Audit Results, Millen Township Audit
- c) Election Commission February 27 Presidential Primary Election
- d) Presque Isle Electric & Gas Request for Support Letter. Board supports. Clerk to send to Supervisor.
- e) Updated Contact List – Scott Kosal replaced Mike Davio as Zoning Administrator
- f) Update to Zoning and Planning Membership. Jeff Somers to replace Scott Kosal as voting member on Planning Commission.
- g) Assessor Updates:
- h) BOR Review Combined with Hawes Township – Meeting at VFW Hall Barton City (March 11 3:00 – 9:00 pm; March 15 9:00 am -12:00pm & 1:00 pm – 4:00 pm); July & December BOR Dates & Times to be announced. Notice has been posted. BOR will be combined at VFW for Millen and Hawes Township.
  - a. Resolution Votes for Poverty Exemption
    - (1) Resolution 2024-01 – 2024 Resolution for Poverty Exemption, Guidelines. Motion to accept by Somers, 2<sup>nd</sup> by Kosal. Roll call vote. Aye –Ostrander, Bartlett, Smith, Kosal, Somers. Nay – none. Motion carried.

(2) Resolution 2024-02 –2024 Asset Level Test. Motion to accept Asset Level Test by Somers, 2<sup>nd</sup> by Kosal. Roll call vote. Aye – Ostrander, Bartlett, Somers, Kosal, Smith. Nay – None. Motion carried.

(3) Resolution 2024-03 - Millen Township Poverty Exemption Policy. Motion for Poverty Exemption Policy by Somers, 2<sup>nd</sup> by Kosal. Aye – Ostrander, Bartlett, Somers, Kosal, Smith. Nay – None. Motion carried.

i) Tax Commission Audit – Supervisor 2023 PA660 Assessment Audit Review a perfect Score. Letter of recognition

j) Bartlett – Letter from Huron Community Bank, fraud service for \$25 per month. Board does not support.

k) Bartlett – Alcona Community Schools provided a Resolution for Millen Township \$2541 per year to collect at \$3 per parcel on behalf of the schools.

l) BOR Training Registration – Every two years training. \$100/person x 4 members. Motion by Kosal to spend \$400 to fund the training BOR, 2<sup>nd</sup> by Somers. Motion carried.

7) **Public Comments** – None.

8) **Adjourn** – Motion to adjourn by Kosal, 2<sup>nd</sup> by Somers. Motion carried. Meeting adjourned at 7:41pm.

**\*Next Meetings:** *Monday, February 5, 7:00 pm – Millen Township Board Meeting*

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