

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: February 5, 2024

Time: 7:00 PM

Place: Millen Township Hall

## 1) Call to Order and Pledge of Allegiance

## 2) Roll Call

- a. Board: Cathy Ostrander – Clerk, Barbara Bartlett-Treasurer, Denny Smith – Supervisor, Jeff Somers – Trustee, Scott Kosal - Trustee
- b. Other Attendees: Jim Dorr, Keith Myers, Joan Myers, Rodney Cordes

## 3) Public Comments – Keith Myers, Undersheriff update:

- a) Vehicles are now installed with new in-car cameras and GPS locators to aid in tracking vehicles. Bodycam update planned the next \$60K grant. Victims service unit enters its 2<sup>nd</sup> year. Unit aids with death notifications to residents. Unit is made up of volunteers.
- b) Law Enforcement Autism Register (sticker on the door to notify deputy) with depart to inform the deputies that there is an individual in the residence that may be autistic and need appropriate enforcement procedures.
- c) Grants received for replacing vehicles that were aging in excess of the 100,000 miles, new boat motors for big lake and new smaller inland, new snowmobile, ORV stickers, 2 drones.
- d) Grants provided funding for FAA Drone training for 2 deputies.
- e) Facebook page Alcona Sheriff also AlconaSheriff.com website states the calls and how much time/support by townships. Last year 3550 calls, 132 Millen Twp., 41 traffic complaints (many of which were deer accidents) 58 non-criminal complaints, 442hr 27 minutes spent in Millen Township.
- f) On staff 11 Deputies including the Sergeants. Looking to hire one additional deputy.

## 4) Reports

- a. Clerk:
  - i. Motion to approve meeting minutes Township Board Meeting January 2, 2023. Motion to approve by Somers, 2<sup>nd</sup> by Kosal. Motion carried.
- b. Treasurer:
  - i. General Income Fund: \$108,000.50
  - ii. Road Fund: \$40,668.31
  - iii. Fire Fund: \$0
  - iv. ARPA Fund \$7,510.16
  - v. Total: \$156,178.97
  - vi. Motion to accept Treasurer Report, subject to audit. Motion to accept subject to audit by Kosal, 2<sup>nd</sup> by Somers. Motion carried.
  - vii. Motion to pay bills, subject to board's post-audit policy authorizing payment: Checks #12003-12023; Wages, EFPTS, Consumers, FOE (rent), Postage Reimbursement, USPS – Clerk PO Box, Fire Department, MTA (BOR Training Class), Spectrum Printers (Election Supplies), Election Source (Election Programming), Quill (Election Supplies & Tax Envelopes). Motion by Somers, 2<sup>nd</sup> Kosal and motion carried.
  - viii. Treasurer and Clerk Balance - Yes
- c. Road Committee: No updates.
- d. County Commissioner: T. Small. No update.
- e. Zoning/Planning: Rich Gillies/Scott Kosal. All files have been transferred. Kosal to dispose of old documents based on State of Michigan record retention.
  - 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. 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. Item closed.
  - iv. Potentially condemned trailer on Jewell and Burgess. Bartlett to review tax roll for owner. Barb to provide copy to 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. Kosal to follow up with notification. Contacting Harry Harvey on condemning document.
  - v. Gillies – Waiting to hear back from NEMCOG on the Solar Ordinance adjustments. Smith reviewed with Cordes at Hawes the same. Solar panels are moving forward in several local communities.
- f. Cemetery Sexton Update: B. Bartlett
- i. 7 lots requested.
  - ii. Summer project list will be reviewed in budget meeting.
- 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.
  - ii. 80 First responder, 19 fire calls.
  - iii. Grant 50/50 received in the amount of \$4500 to replace the air bottles for packs (15-year life carbon fiber bottles).
  - iv. Fire Hall Construction - wiring not completed on the hood exhaust in the kitchen to be completed prior to final inspection. Shower room, bathroom stalls, front tiles and touchups.
  - v. Three firefighter classes this month held at the Fire Hall. 26-32 taking the course. New training room works well.

## 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 – in budget folder for detailed review. All grant funds are spent.
  - (2) \$500 for ARPA audit/filing by auditor.
- c. Supervisor Smith – Received complaint on barking dogs at Burgess. Sheriff contacted. Item closed.
- 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. 1-Youth Advisor, 2 to community impact grant. Ball field post and pickle ball net.
- f. Election Commission for February 27 Presidential Primary Election
  - (1) 9 Day Early Voting starting February 17 – February 25
    - (a) Located at Alcona County Clerk Building, Harrisville
    - (b) Election inspectors by Township per day with Millen Township supporting February 22.
    - (c) Millen Township Election Inspectors are Sheryl Smith, Trish Miller, Cathy Ostrander along with County Clerk Stephany Eller, Trena Somers
  - (2) February 27 – Election Day Voting at Millen Township Hall/FOE Building Barton City
    - (a) Election Inspectors – Cathy Ostrander, Sheryl Smith, Karen Sutton, Trish Miller, Marlene Forsythe

- g. BOR Review Combined with Hawes Township – Meeting at File 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.

**6) New Business**

- a) Record Retention Policy – Kosal. Follow-up on policy for disposal of old records.
- b) Thank you to Rick Kursik and the Sundance Hunt Club for a monetary donation to the BC Park.
- c) Barb Bartlett – Meeting with Treasurer and the Assessor on the file review of addresses per the new processing.
- d) Barb Bartlett – distributed budget working items.
- e) Barb Bartlett – Senior Transportation services was requested. Millen Township recommend to contact County.

**7) Public Comments – None**

**8) Adjourn – Motion adjourn by Somers, 2<sup>nd</sup> by Kosal. Motion carried. Meeting adjourned at 7:42pm.**

**\*Next Meetings:** *Tuesday, February 6, 7:00 pm – Budget Planning Meeting*  
*Tuesday, February 20, 7:00 pm Budget Planning Meeting*  
*March 4, 6:45 pm Public Budget Hearing and 7:00 pm Township Board Meeting*

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