

# MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: September 3, 2024

Time: 7:00 PM

Place: Millen Township Hall

1) **Call to Order and Pledge of Allegiance**

2) **Roll Call**

- a. **Board** – R. Dennis Smith-Supervisor, Barb Bartlett-Treasurer, Cathy Ostrander-Clerk, Scott Kosal-Trustee, Jeff Somers-Trustee
- b. **Other Attendees** – Rich Gillies, Terry Small, Amy and Milton Bineau and Wyatt Langley of Boy Scout Webelos Den Pack #913

3) **Public Comments** – Milton came to learn about government positions and elected officials.

4) **Reports**

a. Clerk:

- i. Motion to approve meeting minutes Township Board Meeting August 5, 2024. Motion by Kosal, 2<sup>nd</sup> by Somers. Motion carried.

b. Treasurer:

- i. General Income Fund: \$115,687.61
- ii. Road Fund: \$86,933.27
- iii. Fire Fund: \$0
- iv. ARPA Fund \$3,654.74
- v. Total: \$206,275.62
- 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 #12206-12236; wages, EFPTS, Consumers, FOE (rent), internet, election workers, visa, Alpena Tree, Brighthouse (pension). 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. Waiting for bid on Louis Lane to apply asphalt or chip/seal coat. Tabled for additional feedback. Campbell has bid of \$15,000 approximately with official written bid coming. Pending.
- ii. Speed study results – New signs. Smith reviewed that study is complete and order will be written to update.
- iii. Bean Hill Road Project has been completed. Crushed gravel has been added.

d. County Commissioner: T. Small.

- i. Broadband update. Commissioners meeting Wednesday. Kosal asked for Engineering report and to be notified when available.
- ii. Commissioners Meeting Wednesday. Kosal – Has the BEAD grant (map) been presented? Not at this point.
- iii. Smith went to August 7<sup>th</sup> meeting and requested Board of Commissioners to reimburse for Townships for 50% PILT funding. First motion denied. Second motion for 25% and that motion was approved for 2024-2025.

e. Zoning/Planning: Rich Gillies/Scott Kosal

- i. Kosal/Smith/Gillies to meet with the Attorney. Documents under review from NEMCOG Denise Klein and Township Attorney. Require a working meeting to review documents. Reviewing enforcement side focusing on ordinance 1462. (see unfinished business)
- ii. Property Complaints – Need letters to property owners.
  - I. Potentially condemned trailer on Jewell and Burgess.
  - II. 1600 Walker complaint on garbage and used unlicensed vehicles in the yard.

III. 914 Jewel Drive – Property has a tree fallen through window and door.

iii. Zoning Board Meeting Updates – See unfinished business.

f. Cemetery Sexton Update: B. Bartlett

- i. Bartlett requested tree removal bid from Rick’s Tree and Stump Removal
- ii. Everett Leeseberg has been contacted to complete the shed project this fall.
- iii. Section in front of shed area has been renumbered and markings corrected and recorded.
- iv. Plots to be sold in these areas.
- v. Shrub Removal to Kennedy letter sent.
- vi. Civil infractions under review per Cemetery Ordinance

g. Fire Department: Chief Cordes – no update this evening.

#### 5) Unfinished Business

a. BC Bar Property Tax – Letter from Twp. Attorney and new forms to stop future tax obligation if requirements met. (\$6832.07 still owed. Letter going in mail tomorrow.) Form completed. No additional taxes submitted. Treasurer sends new bill every 3 months.

b. MTA Par Plan Risk Grant potential for rubber mulch. Kosal applied to MTA Grant site for website password. Smith has the bid on the rubber mulch. Update – pay for mulch first and then grant will pay as a reimbursement. Mulch was recommended by Risk Manager to provide protection on play equipment. (Estimate of \$1627.88)

Resolution 2024-08 10– Barton City Park Mulch Procurement. Rubber Mulch - Kosal to apply for grant. Once approved, the grant requires the township pay for the mulch first and then submit for approved reimbursement. Mulch estimate is \$1,627.88. Will adjust current year budget as expense is incurred. Motion by Kosal, 2<sup>nd</sup> by Somers for approval of resolution 2024-08 10. Roll Call Vote: Ayes – Kosal, Somers, Smith, Bartlett, Ostrander. Nay – None. Motion approved. Kosal to submit by Grant Request.

c. Ground leveling at park in pickleball and basketball court areas. Supervisor Smith working

d. Lappan Agency – Luciana King to review buildings for proper insurance coverage for buildings. Need update. Values presented for review. Board accepts review.

e. Ball Field Fence Post Grant Project - McFadden update. Smith to contact. No work started.

f. Pension Fund –

- i. Review if Unassigned Fund to be turned over to the State of Michigan unclaimed funds Dept.- Tabled until next month. Judy Travis Cordes – Owner of funds has filed to receive funds. Closed.

g. Proposed Resolution for employees to move the account after departing as an employee. Tabled at this time.

h. Resolutions and Ordinance Manual Review (Ordinance 1462)

- i. Ordinance Book
- ii. NEMCOG Review
- iii. Attorney Review

(a) NEMCOG FEES - Will adjust current year budget as expenses are incurred. Kosal recommends signing contract under non-member rate and consider joining NEMCOG in the next fiscal year. Motion to sign contract non-member NEMCOG to provide planning services, 2<sup>nd</sup> by Somers. Roll call vote: Ayes – Smith, Kosal, Smith, Ostrander, Bartlett. Motion Carried

(b) Terry Small sits on the board at NEMCOG. Denise Klein is the main member and provides excellent service to the County.

i. Smith – Attending Commissioners Meeting to request for PILT funding in next budget for County. (see item 4.3.d)

j. NOI Materials Management Plan, Alcona County – On going. Tabled.

#### 6) New Business –

- a. CD Investment 9/7/2024 term end. Next steps for investment to be reviewed. Re-invest at a 6-month term at best available rate. Motion by Bartlett to reinvest on September 7, 2024. Second by Somers. Motion Carried.
- b. L4029 – review and signature. Board approved and Supervisor Smith and Clerk Ostrander signed.
- c. Budget Review presented by Bartlett. Budget revisions included in the minutes as highlighted in yellow.
- d. EGLE Permit Issued (Information only)– Brad Beard, Bridge 25'x 8' over Pine River

7) **Public Comments** – None.

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

**\*Next Meetings:**            *Monday October 7, 7:00 PM Millen Township Board Meeting*

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