

MILLEN TOWNSHIP BOARD MEETING MINUTES

Date: August 4, 2025

Time: 7:00 PM

Place: Millen Township Hall

1) Call to Order and Pledge of Allegiance

2) Roll Call

a. **Board** – Barb Bartlett-Treasurer, Mary Somers – Clerk, Denny Smith – Supervisor, Jeff Somers-Trustee, Scott Kosal-Trustee

b. **Other Attendees** – Terry Small

3) Public Comments – None

4) Reports

a. Clerk:

i. Motion to approve meeting minutes Township Board Meeting July 7, 2025. Motion by J. Somers, 2nd by Kosal. Motion carried

b. Treasurer Balance reports as of July 31, 2025:

i. General Income Fund: \$140,347.13

ii. Grant Income Fund: \$1,302.00

iii. Road Fund: \$100,981.21

iv. Fire Fund: \$0

v. ARPA Fund: \$0

vi. Total: \$242,630.34

vii. Motion to accept Treasurer Report, subject to audit. Motion by Kosal to accept subject to audit 2nd by J. Somers. Motion carried.

viii. Motion to pay bills, subject to board's post-audit policy authorizing payment: Checks #12504-12525 from 7/2/25-8/1/25; US Treasury, Stout's Lawn, Lappen (Insurance), Consumers, Lincoln Hardware, Visa (Mulch), Al Scully (Dust), Pat Rollison (Dust), Michael Freiburger (Dust), BS&A Software, Wages, FOE (Rent). Motion by Kosal, 2nd by J. Somers. Motion carried.

ix. Treasurer and Clerk Balance - Yes

c. Road Committee:

i. Two projects that have approved & funded. Laying gravel on Bean Hill Road from Trask Lake Road to Walker (awaiting completion) and pave Louis Lane off of Trask Lake Road (completed).

d. County Commissioner: T. Small

i. GIS Computer program, met with Lauren from authorization department and the County is okay to go forward with a contract for the program.

ii. Mentioned there was one of largest meth drug bust conducted in Hawks Township in Presque Isle County.

iii. Budget time again for the County, PILT money will be discussed.

e. Zoning/Planning: Rich Gillies/Scott Kosal

i. Issued two permits

ii. August 12th is the next meeting for the Master Plan/Ordinance re-write. Will focus on the Master Plan, time is from 1:00 – 3:00 pm.

f. Cemetery Sexton Update: B. Bartlett

i. Bushes in front of the sign have been planted.

ii. A letter will be drafted and reviewed that will go out to individuals regarding the does and don'ts as well as items that are permitted in the cemetery.

- iii. The Cox bench is back under the tree. Would like to wait until letter has been provided before removing items. Once items are removed, they will be placed behind the storage shed and people can pick them up.

g. Fire Department: Chief Cordes

5) Unfinished Business

- a. BC Bar Property Tax – No update. A letter was sent to Attorney which was sent to owner. Have not heard anything.
- b. MTA Par Plan Risk Grant potential for rubber mulch. Grant approved, rubber mulch has been purchased and installed. Awaiting fund to be reimbursed. Kosal submitted paperwork and check should be issued in early August.

6) New Business

- a. New action has been taken on the unclaimed/Unidentified pension account. Contacted the Michigan Department of Treasury and there is a form to complete online when sending them a check for the unidentified amount. A surrender of funds was sent to Lappen which will be forwarded to Brighthouse asking them to close the account and issue a check in the full amount. Once received, the township will issue a check to the State and finish the online form which will close this issue.
- b. The township's website domain is due to expire in September and the hosting of the site and the email is due to expire in October. Both are sponsored by Go-Daddy. The contract was a 5 year contract and when contacted about the renewal new pricing was provided. The website domain will cost \$109.95 for 5 years and the hosting and email will cost \$778.78 for 5 years. A Motion was made by J. Somers to update both at a cost not to exceed \$900, and 2nd by Kosal. A roll call vote was conducted, Kosal (Yes), J. Somers (Yes), M. Somers (Yes), Bartlett (Yes), Smith (Yes). Motion carried.
- c. Currently the laptop computer used for the Township elections is no longer operational. Received a quote from Mike Sutter in the amount of \$943.00, for a replacement, set-up and shrub of the old laptop. The same brand of laptop is listed online at Wal-Mart for \$519.95, M. Somers made a motion to purchase the laptop through Wal-Mart and ensure that it was functional as well as to destroy the old one, the motion was 2nd by J. Somers. A roll call vote was conducted, Kosal (Yes), J. Somers (Yes), M. Somers (Yes), Bartlett (Yes), Smith (Yes). Motion carried.
- d. The Supervisor stated that he had received a call stating that the contract for the Right of Way Telecommunications permit for Bright Speed was strictly to pay the township for equipment that is already in the ground. The original request was denied, however after further discussion a motion was made by J. Somers to sign the contract, send it back with the signed W-9 which will allow the township to get paid the motion was 2nd by Bartlett. All board members were in favor and the motion carried.
- e. A bill was received from Steve Fuller in the amount of \$175 for dust control. The board recommended to pay 50% of the bill.
- f. Accident Fund Worker's Compensation Renewal was received with no changes in cost from previous year. The bill will be paid.
- g. Bartlett provided a new copy of the budget with updates.
- h. Kosal read reviews from the survey used to assist in the rewrite of the master plan and there were a lot of comments about lake easements. Would like to see if the township has any official rules regarding easements and also see if NEMCOG can assist in what can be done regarding them.

7) Public Comments – None

8) Adjourn – Motion by J. Somers, 2nd by Kosal. Motion carried. Meeting adjourned at 7:40 pm.

***Next Meeting:** August 18, 6:30 PM ZBA Meeting; 7:00 PM Millen Township Zoning Board
September 2, 7:00 PM Millen Township Board Meeting
September 15, 7:00 PM Millen Township Zoning Board

**** Minutes respectfully submitted by Mary Somers, Clerk ****