

**GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
December 12, 2023**

The regular meeting was called to order with the Pledge of Allegiance 6:00 p.m. by Supervisor, Katherine Young.

Present: Kathy Young, Craig Potvin, Jenna Silkworth, and Sue Rochefort. Brenda Lester was absent.

APPROVAL OF AGENDA: Motion was made by Jenna, seconded by Craig to approve the agenda for December 12, 2023. Ayes: 4, Nays: 0. Motion carried.

MINUTES: Sue made a motion, supported by Craig, to approve the minutes for the regular meeting held on November 14, 2023. Ayes: 4, Nays: 0. Motion carried.

BUDGET AMENDMENTS: The following budget amendments were presented to the board:

General Fund:

- Burial Fees Revenue: Increase from \$2,000.00 to \$3,000.00 (to balance)

Fire Department:

- Equipment from Grants Expense: Increase from \$-0- to \$10,000.00
- Fire Equipment Expense: Decrease from \$20,000.00 to \$10,000.00

A motion was made by Sue, seconded by Craig, to approve the budget amendments. Roll Call Vote: Sue – yes, Kathy – yes, Craig – yes, and Jenna – yes. Motion carried.

APPROVAL OF BILLS: There were no bills to approve.

PUBLIC COMMENT: Public was present and there were no comments received.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Assessor/Zoning Administrator, Joe Maki, presented his reports. A copy of the report will be kept on file.

CLERK/CEMETERY REPORT: No report.

FIRE DEPARTMENT: Keith brought forth some concerns regarding the handling of delivering of checks by the Fire Department. The board asked Keith to give the board a list of his concerns and the board would address them.

TREASURER: The Clerk and Treasurer's balances of all funds for November agree.

TOWNSHIP HALL: Bittner was at the hall today and will send a report with their recommendations regarding the roof and the doors.

TRANSFER STATION: Bill relayed his displeasure with now having to write receipts for each customer. Jenna explained the reasons why the new procedure needs to be followed. Jenna made a motion to amend the policy for collection of money and the receipting process to eliminate the daily summary sheet and to just require the individual receipts, seconded by Sue. Roll Call Vote: Jenna – yes, Craig – yes, Sue – yes, and Kathy – yes. Motion carried.

PARKS AND RECREATION: Nothing to Report.

SUPERVISOR COMMENTS: Kathy updated the board on the address signs stating she's waiting for data from the County's study before she orders the signs.

PLANNING COMMISSION: There is a plan to send out surveys regarding the Master Plan so that it can be mailed with the assessment change notices that will be sent out in February. The Planning Commission wants the public to be able to access the survey online and in paper form using watermarked security paper. Sue

made a motion to approve the Planning Commission's purchase of two reams of security paper not to exceed \$100.00 to be used for the surveys for the Master Plan, seconded by Jenna. Roll Call Vote: Craig – yes, Kathy – yes, Jenna – yes, and Sue – yes. Motion carried.

OLD BUSINESS

- ***Purchase of the Fuel for Transfer Station:*** Manistique Oil stated if you are a governmental agency, you can use the undyed diesel for the semi-truck with no taxes paid. Kathy stated she went to the website and confirmed the information.
- ***Township Credit Card:*** Tabled.
- ***Training Salary for Zoning Board of Appeals:*** A motion was made by Jenna, seconded by Sue, to pay the Zoning Board of Appeals members \$60.00 for their salary to take the Zoning Board of Appeals Trainings through the MSUE provided they complete the training and submit their certificate of completion. Roll Call Vote: Kathy – yes, Sue – yes, Jenna – yes. Craig abstained due to the fact he's on the Zoning Board of Appeals. Motion carried.

NEW BUSINESS

- ***Wage Consideration for Cemetery and Transfer Station Staff:*** Tabled until the budget is considered for next fiscal year. Motion made by Jenna to reimburse Bill his CDL license fee renewal, seconded by Craig. Roll Call Vote: Kathy – yes, Sue – yes, Craig – yes, and Jenna – yes. Motion carried.

PUBLIC COMMENT: Public was present but no comments were received.

A motion was made by Sue to adjourn. Ayes: 4, Nays: 0. Motion carried and meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk