

**GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
August 13, 2024**

The regular meeting was called to order with the Pledge of Allegiance at 6:04 p.m. by Supervisor, Katherine Young.

Present: Susan Rochefort, Jenna Silkworth, Craig Potvin, Brenda Lester, and Katherine Young

FACILITATOR: A motion was made by Sue, seconded by Jenna, to appoint Brenda to chair the meeting in the absence of the township supervisor. Ayes: 3, Nays: 1. Motion carried.

PUBLIC COMMENT: Public comments were received.

APPROVAL OF AGENDA: Motion was made by Jenna, seconded by Sue, to approve the meeting agenda for August 13, 2024. Ayes: 5, Nays: 0. Motion carried.

MINUTES: Jenna made a motion, seconded by Brenda, to approve the minutes for the regular meeting held on July 9, 2024 and the special meeting that was held on July 23, 2024. Ayes: 5, Nays: 0. Motion carried.

BUDGET AMENDMENTS: The following budget amendments were presented by the Township Clerk:

General Fund:

- **Cemetery-ARPA Funded Equip. Exp.:** Increase from \$-0- to \$4,000.00, an increase of \$4,000.00
- **Cemetery Software & Support Exp.:** Increase from \$260.00 to \$275.00, an increase of \$15.00
- **Elections Mileage Exp.:** Increase from \$1,000.00 to \$1,300.00, an increase of \$300.00
- **Twp Hall Capital Outlay:** Increase from \$106,292.45 to \$112,292.45, an increase of \$6,000.00
- **Federal Grants – ARPA Rev.:** Increase from \$-0- to \$45,000.00, an increase of \$45,000.00
- **Contingency Fund:** Decrease from \$159,540.41 to \$124,855.41, a decrease of \$34,685.00

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

APPROVAL OF BILLS: A motion was made by Brenda, seconded by Jenna, to approve payment of the bills as presented by the Clerk. Roll Call Vote: Craig – yes, Brenda – yes, Kathy – yes, Jenna – yes, and Sue – yes. Motion carried.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Assessor/Zoning Administrator reports were given by Joe Maki.

FIRE DEPARTMENT: Fire Chief, Keith Farley, was not present; therefore, no report.

TRANSFER STATION: No report.

CLERK/CEMETERY REPORT: The August Primary Election went well. Brenda will be out of the area for a few days in October. She checked with Janet Daasch and she is willing and able to take over the cemetery duties while she is gone. Jenna made a motion, supported by Sue, to give the clerk the authority to appoint Janet Daasch to oversee the cemetery while Brenda is on vacation and also gives the approval to compensate Janet for her services if needed. Roll Call Vote: Jenna – yes, Brenda – yes, Craig – yes, Sue – yes, and Kathy – yes. Motion carried. A motion was made by Jenna, seconded by Sue, to accept the Clerk's financial report for the Month of July 2024. The ad for the Polaris Ranger will be in the U.P. Action news with sealed bids to be received by 5:00 p.m. on September 10, 2024.

TREASURER: Treasurer reports for June and July were received. A motion was made by Brenda, supported by Jenna, to accept the treasurer's financial report for the months of June and July. Ayes: 5, Nays: 0. Motion carried.

TOWNSHIP HALL: Work on the township hall roof has begun. They expect the project to take about one week. Extra insulation was added so the final invoice will increase from what they estimated.

PARKS AND RECREATION: Jenna gave her report. They are working on scheduling a meeting. C.J. Paulson will be the member representing the Fayette State Park.

PLANNING COMMISSION: Jenna gave her report. They are working on the Master Plan with C.U.P.P.A.D. They held a public hearing for a conditional use permit.

SUPERVISOR COMMENTS: New smoke detectors and water/temperature sensors have been installed at the township hall. Kathy also updated the board on information she received at the U.P. North MTA Summit she attended. Effective January 1, 2025, the start term dates for township elected officials will change from November 20th to December 1st. Other information was also presented.

OLD BUSINESS

- **Hall Roof:** Additional insulation was added in the hall roof so the final invoice will be increased from their original estimate.
- **Protective Cages for Security Cameras:** The new wire cage has been installed in the township hall for one camera and seems to be working fine. The second one will now be ordered.
- **Road Project with Delta County Road Commission.** A motion was made by Jenna, seconded by Sue, to approve work to be done on N-21 Road (OO.25 Road, south of Village). Roll Call Vote: Kathy – yes, Brenda – yes, Jenna – yes, Sue – yes, and Craig – yes. Motion carried. Project material agreement has not been received yet.

NEW BUSINESS

- **Tom Lang, Planning Commission:** Tom Lang will get a formal, written recommendation from the Planning Commission to present to the Township Board for the conditional use permit request they received.
- **Transfer Station – Outside Gas Tank Single/Double Tank:** Kathy is working on this.

PUBLIC COMMENT: Public comments were received.

A motion was made by Brenda, seconded by Jenna, to adjourn. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk