

GARDEN TOWNS HIP BOARD MINUTES
REGULAR MEETING
July 8, 2025

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

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

PUBLIC COMMENT: Public comment was received.

APPROVAL OF AGENDA: A. motion was made by Jenna to approve the agenda for July 8, 2025, seconded by Sue. Ayes: 5, Nays: 0. Motion carried.

MINUTES: A motion was made by Brenda, seconded by Craig, to approve the minutes for the regular meeting held on June 10, 2025; and special meetings held on June 20, 2025, and June 23, 2025. Ayes: 5, Nays: 0. Motion carried. Motion was made by Jenna, seconded by Sue, to approve closed session minutes for June 20, 2025. Roll Call Vote: Ayes – Sue, Jenna, Craig, Brenda, and Kathy; Nays - none. Motion carried.

BUDGET AMENDMENTS: The following budget amendments were requested by the Clerk:

General Fund

- Cemetery Lot Sales Rev.: Increase from \$2,000.00 to \$2,620.00, an increase of \$620.00
- Clerk, Meals & Lodging Exp.: Increase from \$-0- to \$120.00, an increase of \$120.00
- Clerk Mileage Exp.: Increase from \$300.00 to \$800.00, an increase of \$500.00

Transfer Station

- Payroll Taxes Exp.: Decrease from \$29,000.00 to \$3,000.00, a decrease of \$26,000.00
- Maintenance & Repairs Exp.: Increase from \$5,000.00 to \$10,000.00, an increase of \$5,000.00
- Capital Outlay Exp.: Increase from \$-0- to \$21,000.00, an increase of \$21,000.00

Fire Department

- Attorney Fees Exp.: Increase from \$-0- to \$1,000.00, an increase of \$1,000.00
- Fire Equipment Exp.: Decrease from \$9,700.00 to \$8,700.00, a decrease of \$1,000.00

Hiawatha National Road Fund

- H.N.F. Funds Rev.: Decrease from \$15,000.00 to \$12,300.00, a decrease of \$2,700.00
- Road Repair Exp.: Decrease from \$15,000.00 to \$12,300.00, a decrease of \$2,700.00

A motion was made by Brenda, seconded by Jenna, to approve budget amendments presented by the Clerk. Roll Call Vote: Yes – Brenda, Sue, Craig, Jenna, and Kathy; Nays - none. Motion carried.

APPROVAL OF BILLS: A motion was made by Jenna, seconded by Sue, to approve payment of the bills as presented by the Clerk. Roll Call Vote: Ayes – Kathy, Brenda, Craig, Jenna, and Sue; Nays – None. Motion carried.

CORRESPONDENCE: Correspondence received from the United States Department of Agriculture regarding Gabor Zsolnay for Garden Farms.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: A motion was made by Brenda, supported by Jenna, to accept the Assessor/Zoning Administrator report dated July 8, 2025. Ayes: 5, Nays: 0. Motion carried. A copy of the report will be on file.

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

TRANSFER STATION: Delta Door has completed the repairs.

CLERK/CEMETERY REPORT: Brenda gave her report. Clerk is working on the cemetery ordinance. Sue volunteered to work with Brenda on the cemetery ordinance. A motion was made by Jenna, seconded by Sue, to accept the clerk's financial report for June, 2025. Roll Call Vote: Ayes – Kathy, Sue, Jenna, Craig, and Brenda; Nays - none. Motion carried.

TREASURER: Jenna gave her report. The Treasurer and Clerk accounts balance for June, 2025. Summer tax bills were mailed and payments are starting to come in. Jenna requested Kathy complete the reconciliation for winter tax season for the month of February, 2025. Hiawatha Forest PILT payment has been received but it is considerably less than past years. Jenna will make some calls to find out why it has decreased. A motion was made by Sue, seconded by Brenda, to accept the treasurer's report for June, 2025. Roll Call Vote: Ayes – Craig, Sue, Jenna, Brenda and Kathy; Nays - none. Motion carried.

TOWNSHIP HALL: Sue gave her report. The electrical repairs are complete for the septic system. They also replaced three receptacles in the township hall. Sue spoke with Superior Electric and was told it would be a good idea to build an awning over the generator. Brenda made a motion, seconded by Jenna, to purchase a trash bin for the township hall as long as the price isn't over \$375.00. Sue stated Hiawatha Chef told her the main gas line needs replacement on the cookstove and she will work on getting that accomplished.

PARKS AND RECREATION: Jenna gave her report.

PLANNING COMMISSION: Master Plan is complete and it has been passed on to the Township Board for consideration

SUPERVISOR COMMENTS: Kathy gave her report. There has not been any official word yet regarding who is responsible for the repairs on Vans Harbor Road. She checked with Jeff LeFevre, the Village President, and was told there is no problem with having the trash picked up for the township hall on the side of the building. There has not been any official word yet regarding who is responsible for the repairs on Vans Harbor Road. July Board of Review will be held on July 22, 2025, at 10:00 a.m. Gary Sporer has agreed to be the fourth member of the Big Bay de Noc Ambulance Authority Board. Kathy wants to confirm with other townships what they are doing when someone needs a 911 sign. Some are telling the homeowners to contact Lange Enterprises themselves to order their own signs and pay for them themselves.

OLD BUSINESS

- **First Bank Accounts:** Kathy made a motion to table the First Bank Accounts, seconded by Jenna. Ayes: 5, Nays: 0. Motion carried. Tabled.
- **Employee Handbook Policy:** Tabled.
- **Road Repair Plan:** Hiawatha National Forrest money has been received. Brenda made a motion for Kathy to contact the Road Commission to find out if there are any road projects Garden Township could help support, seconded by Jenna. Ayes: 5, Nays: 0. Motion carried.
- **Awning for Township Hall:** Sue will work on finding a contractor to build the awning to cover the generator and air conditioner.

NEW BUSINESS

- **Zoning Ordinance:** Brenda made a motion to table the decision on the Zoning Ordinance pending attorney review, seconded by Jenna. Roll Call Vote: Yes – Sue, Jenna, Craig, Brenda, and Kathy; Nays: none. Motion carried. Included will be an additional change for Resource Production. There will be a special meeting in the near future to decide on the Zoning Ordinance
- **Transfer Station – E.G.L.E. Inspection:** The inspection report was received. The report states Garden Township Transfer Station is in violation of the following:
 1. Storage
 2. Salvaging
 3. Container Adequacy
 4. Routine Cleaning and Litter Control
 5. Large and Bulky Material ControlE.G.L.E. stated in their letter that the litter needs to be cleaned up and organized and be placed in receptacles to remain in compliance. E.G.L.E. will reinspect by August 23, 2025. Jenna made a

motion for Kathy to contact Arnold to see if he is interested in more hours and if he declines, an advertisement in the newspaper will be placed for a part-time Transfer Station worker, seconded by Brenda. Roll Call Vote: Ayes – Sue, Jenna, Craig, Brenda and Kathy; Nays – none. Motion carried. Brenda made a motion to pay the new Transfer Station worker at a rate of \$18.00 per hour, supported by Jenna. Roll Call Vote: Yes – Craig, Brenda, Sue, Jenna, and Kathy; Nays – none. Motion carried.

PUBLIC COMMENT: Public comment was received.

ADJOURNMENT: A motion was made by Brenda to adjourn, seconded by Craig. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk