

**GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
May 14, 2024**

The regular meeting was called to order with the Pledge of Allegiance at 6:06 p.m. by Supervisor, Katherine Young.

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

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

APPROVAL OF AGENDA: Motion was made by Jenna, seconded by Brenda, to approve the meeting agenda for May 14, 2024. Ayes: 5, Nays: 0. Motion carried.

MINUTES: Sue made a motion, seconded by Jenna, to approve the minutes for the regular meeting held on April 9, 2024. Ayes: 5, Nays: 0. Motion carried. A motion was made by Jenna, seconded by Craig, to approve the minutes for the special meeting held on April 18, 2024. Ayes: 5, Nays: 0. Motion carried. A motion was made by Brenda, seconded by Jenna, to approve the minutes for special meeting held on My 3, 2024. Ayes: 5, Nays: 0. Motion carried.

BUDGET AMENDMENTS: None.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Moved further down agenda after New Business.

FIRE DEPARTMENT: Fire Chief was not present. Kathy stated she's still working on the Fire Grant reimbursement for the saws they didn't approve.

TRANSFER STATION: There have been no recent thefts at the Transfer Station.

CLERK/CEMETERY REPORT: The Protero, lawn vacuum attachment for cemetery use, will be delivered Wednesday, May 15, 2024, to the Transfer Station. Brenda met with Joe Maki, Township Zoning Administrator; Frank Williams, Planning Commission Chair; and Dotty LaJoye of C.U.P.P.A.D. on May 13, 2024, to discuss the proposed contract with Garden Township for the creation of the Master Plan. No other firms that were contacted for assistance responded. The Clerk's QuickBooks was upgraded with a yearly subscription in the amount of \$684.17. Three-year upgrades are no longer offered so the price tripled. Starting in 2025, QuickBooks will no longer offer the QuickBooks Pro Plus, which is what the Clerk is currently using, and will need to move to a yearly subscription called Enterprise and the price will significantly increase again. Anderson Tackman has not sent the letter of engagement for the audit so Brenda sent a follow-up email. The election reimbursement request has been submitted for the Presidential Primary.

TREASURER: The Clerk and Treasurer's balance of all funds for April, 2024, agree. Jenna is still working on the issue with the Transfer Station receipts received from the Pioneer Tribune.

TOWNSHIP HALL: There is a graduation party scheduled for May 18, 2024. Arnold has painted the black molding in the hall and also used the new floor scrubber. The pickle ball equipment has been received and will be stored in the bar room.

PARKS AND RECREATION: Jenna is trying to set up a meeting with the committee. CUPPAD informed the township that the recreation plan has not been entirely approved for all of the three jurisdictions of Garden Township, Village of Garden, and Fairbanks Township and Jenna will follow-up on this.

PLANNING COMMISSION: If C.U.P.P.A.D.'s proposal is approved by the board for drafting the master plan, a representative will be attending the next Planning Commission meeting.

SUPERVISOR COMMENTS: The Pickle Ball Court at the hall has been marked off on the floor. They will let the township know when they have a schedule. Delta County Health Department attended the last Delta County Townships Association and announced they have a new mobile unit with a plan to bring it to different sites to provide services for local residents. They will bring the unit to Garden for folks to see at a future date to be determined.

OLD BUSINESS

- **Hall Roof:** Update on the township hall roof repairs was given. Garden Township did receive Okler Roofing's certificate of liability and worker's compensation insurance. Okler may start the project the end of May or first part of June, 2024.
- **Transfer Station Gas Theft:** The police report was received from the Delta County Sheriff's office for the gas theft that was reported at the Transfer Station.
- **Protective Cages for Security Cameras:** Brenda spoke with J3 Consulting, the company that installed the cameras, to see if there was a cage they would recommend for the security cameras. Jim Anderson of J3 stated he couldn't recommend a specific type of cage to use. Jenna will assist Brenda in finding some cages for the cameras.

NEW BUSINESS

- **C.U.P.P.A.D.:** Moved to item after the Assessor/Zoning Administrator Report.
- **Piled Sand at Cemetery:** A motion was made by Craig, seconded by Sue, to not sell piled sand in the township cemetery due to future use and liability reasons. Ayes: 5, Nays: 0. Motion carried.
- **Letter to Planning Commission:** A motion was made by Brenda, seconded by Jenna, to send a letter to the Garden Township Planning Commission regarding a member issue. Roll Call Vote: Craig – yes, Sue – yes, Brenda – yes, Jenna – yes, and Kathy -Yes. Motion carried.
- **Receipts for Transfer Station:** The majority of the new receipts have still not been resolved by the Pioneer Tribune for the Transfer Station. Several attempts have been made by the Treasurer to get this resolved. It's been 2 months since the receipts were dropped off at the Tribune to see if they could be bound. It was decided that if the problem has not been resolved that the bill would not be paid. It was decided at the last meeting of the township board that if the issue was not resolved, the bill would not be paid and new receipts would be ordered from another source. Jenna made a motion for the board to not pay the Tribune for the receipts. Motion was not supported. Motion was made by Brenda, supported by Craig, to order new receipts from another company starting with the number 1001. Roll Call Vote: Kathy – yes, Craig – yes, Brenda – yes, Jenna – yes, and Sue – yes. Motion carried. The board will wait until the receipts from the Tribune have been resolved before consideration to approve of the bill.
- **Fire Signs:** 98 fire signs were received by the township from Lange Enterprises. Of those 98 signs, 48 were already paid for. The other 50 signs were new additions that weren't on the original list of signs that were missed. A motion was made by Jenna, seconded by Sue, to pass on the cost of the 50 signs to the property owners at \$20.00 per sign. Roll Call Vote: Craig – yes, Sue – yes, Kathy – yes, Brenda - yes, and Jenna – yes. Motion carried.

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Joe Maki, Assessor/Zoning Administrator, gave his reports.

NEW BUSINESS, continued

- **C.U.P.P.A.D. Contract:** Motion was made by Brenda, seconded by Jenna, to approve the master plan draft agreement with C.U.P.P.A.D. to complete the master plan with an end date to be determined by the township attorney. Roll Call Vote: Jenna – yes, Sue – yes, Craig – yes, Brenda – yes, and Kathy – yes. Motion carried.

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

PUBLIC COMMENT: Public was present and comments were received.

A motion was made by Brenda, seconded by Sue, to adjourn. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk