

GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
February 11, 2025

The regular meeting was called to order with the Pledge of Allegiance at 6:10 p.m. by Supervisor, Katherine Young.

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

PUBLIC COMMENT: Public was present. No comments were received.

APPROVAL OF AGENDA: Motion was made by Jenna, seconded by Jenna, to approve the meeting agenda for February 11, 2025. Ayes: 5, Nays: 0. Motion carried.

MINUTES: Brenda made a motion, seconded by Jenna, to approve the minutes for the regular meeting held on January 14, 2025 and special meetings held on January 23, 2025, January 30, 2025, and February 5, 2025. Ayes: 5, Nays: 0. Motion carried.

BUDGET AMENDMENTS: None.

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: Craig – yes, Brenda – yes, Kathy – yes, Jenna – yes, and Sue – yes. Motion carried.

CORRESPONDENCE: Supervisor shared letters received from the Department of Agriculture and FEMA grant funding.

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Joe Maki, Assessor, presented his report. A motion was made by Jenna, seconded by Brenda, to accept the Assessor/Zoning Administrator's report for February, 2025. Ayes: 5, Nays: 0. Motion carried. A copy will be kept on file.

FIRE DEPARTMENT: Fire Chief, Keith Farley, was not present for his report. The Fire Department members have decided to request the 2% grant for a thermal imaging drone at an estimated cost of \$13,500.00 instead of Milwaukee tools. Letter of support will be sent by the township in support.

TRANSFER STATION: Nothing to report.

CLERK/CEMETERY REPORT: Clerk gave her report. She asked the board members to give input for the cemetery ordinance. There will be an audit done for the November General Election. Jenna made a motion to accept the Clerk's financial report for January, seconded by Kathy. Roll Call Vote: Craig – yes, Brenda – yes, Sue – yes, Jenna – yes, and Kathy - yes. Motion carried.

TREASURER: The Treasurer and Clerk accounts balance for January, 2025. A motion was made by Sue, seconded by Jenna, to accept the treasurer's report for January. Roll Call Vote: Kathy – yes, Jenna – yes, Craig – yes, Sue – yes, and Brenda – yes. Motion carried.

TOWNSHIP HALL: Arnold has all the drywall and cabinets installed upstairs. He still needs to check out the two receptacles.

PARKS AND RECREATION: Recreation committee will meet in April, 2025.

PLANNING COMMISSION: Jenna gave her report.

SUPERVISOR COMMENTS: Kathy gave her report. She's still checking on training for the new planning commission members. Motion was made by Jenna, seconded by Sue, to pay for citizen planner training for the three new planning commission members up to \$750.00. Roll Call Vote: Kathy – yes, Sue – yes, Jenna – yes, Craig – yes, and Brenda – yes. Motion carried.

Brenda made a motion to add under New Business the purchase of chairs for the Fire Department. Supported by Jenna. Ayes: 5, Nays: 0. Motion carried.

OLD BUSINESS

- ***Drywall Repair and Rental Fee for Drywall Lift for Township Hall:*** Covered under Hall Report.
- ***Reinstallation of Cabinet for Township Hall:*** Covered under Hall Report.

NEW BUSINESS

- ***Refund for Conditional Use Permit Fee:*** Motion was made by Brenda, seconded by Jenna, to refund \$250.00 to Craig Potvin for a conditional use permit fee. Roll Call Vote: Sue – yes, Jenna – yes, and Brenda – yes. Kathy and Craig abstained. Motion carried.
- ***Earned Sick Time Act:*** Jenna made a motion to approve the Earned Sick Time Act Policy as presented. Supported by Sue. Roll Call Vote: Kathy – yes, Jenna – yes, Brenda – yes, Sue – yes, and Craig – yes. Motion carried. Motion was made by Brenda, seconded by Jenna, to approve the sick leave request form. Ayes: 5, Nays: 0. Motion carried. A poster is required to be posted. Kathy will make sure one is posted at the Fire Hall and the Transfer Station and Brenda will post them at the hall. The sick leave policy will be mailed to the employees requesting their signature and return it to the township. The township needs to comply with the new Earned Sick Time Act effective on February 21, 2025.
- ***Road Repairs for 2025:*** Tabled until funding is received from the Hiawatha National Forest.
- ***First Bank Accounts:*** Tabled until more information is received.
- ***Transfer Station Mileage Logs:*** Motion was made by Brenda, seconded by Jenna, to approve the mileage log form for the Transfer Station to be used effective April 1, 2025. Roll Call Vote: Sue – yes, Brenda – yes, Craig – yes, Kathy – yes, and Jenna – yes. Motion carried.
- ***UPSET Donation Request:*** Letter was received from UPSET asking for a donation to fund the program. Request was not approved.
- ***Land Division Appeal:*** Motion was made by Jenna, seconded by Brenda, to table the land division appeal filed by Craig Potvin. Ayes: 3, Nays: 0. Motion carried. Kathy and Craig abstained.
- ***Chairs for Fire Department:*** Motion was made by Brenda, seconded by Jenna, to order 10 chairs for the Fire Department. Roll Call Vote: Sue – yes, Brenda – yes, Craig – yes, Kathy – yes, and Jenna – yes. Motion carried.

PUBLIC COMMENT: Public comment was received.

A motion was made by Brenda, seconded by Jenna to adjourn. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:41 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk