

GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
January 9, 2024

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

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

APPROVAL OF AGENDA: Motion was made by Brenda, seconded by Jenna to approve the agenda for January 9, 2024, with additions. Ayes: 5, Nays: 0. Motion carried.

MINUTES: Brenda made a motion, supported by Craig, to approve the minutes for the regular meeting held on December 12, 2023, and the special meeting held on December 19, 2023. Ayes: 5, Nays: 0. Motion carried.

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

General Fund:

- Burial Fees Rev.: Increase from \$3,000.00 to \$3,900.00, an increase of \$900.00
- Donations for Parks & Rec. Rev.: Increase from \$1,000.00 to \$1,400.00, an increase of \$400.00
- Interest Rev.: Increase from \$4,345 to \$6,345.00, an increase of \$2,000.00
- Zoning Rees Rev.: Increase from \$800.00 to \$1,150.00, an increase of \$350.00
- Hall Rental Fees Rev.: Decrease from \$700.00 to \$425.00, a decrease of \$275.00
- Street Lights Exp.: Increase from \$1,000.00 to \$1,400.00, an increase of \$400.00
- Election Wages Exp.: Increase from \$-0- to \$1,300.00, an increase of \$1,300.00
- Elections Maintenance & Repairs Exp.: Increase from \$-0- to \$1,400.00, an increase of \$1,400.00
- Election Supplies & Postage: Increase from \$500.00 to \$1,000.00, an increase of \$500.00
- Election Mileage Exp.: Increase from \$-0- to \$400.00, an increase of \$400.00
- Twp. Office Software & Support Exp.: Increase from \$3,000.00 to \$4,300.00, an increase of \$1,300.00
- Twp. Office Telephone/Internet Exp.: Increase from \$2,300.00 to \$2,600.00, an increase of \$300.00
- Deputy Treas. Salary Exp.: Increase from \$1,000.00 to \$1,500.00, an increase of \$500.00
- Hall Wages Exp.: Decrease from \$1,500.00 to \$1,000.00, a decrease of \$500.00
- Workman's Comp. Exp.: Decrease from \$900.00 to \$500.00, a decrease of \$400.00
- Legal Fees Exp.: Decrease from \$35,200.00 to \$33,375.00, a decrease of \$1,825.00

Fire Department:

- Fire Equipment Exp.: Decrease from \$10,000.00 to \$9,700.00, a decrease of \$300.00
- Insurance Exp.: Increase from \$11,200.00 to \$11,500.00, a decrease of \$10,000.00

Transfer Station:

- Insurance Exp.: Increase from \$9,700.00 to \$9,900.00, an increase of \$200.00
- Solid Waste Recycling Exp.: Decrease from \$45,000.00 to \$44,800.00, a decrease of \$200.00

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

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

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

REPORTS

ASSESSOR/ZONING ADMINISTRATOR REPORTS: Assessor Assistant, Nathan Olson, presented the assessor report. Joe Mak, Assessor/Zoning Administrator, presented the zoning administrator report. A copy of the reports will be kept on file.

CLERK/CEMETERY REPORT: The Clerk applied for township credit cards for the clerk and the treasurer with a limit of \$2,000. Early voting will take place at the Wells Township Hall. Postcards will be mailed to all the voters in the County. County wide clerk meeting will be held in Wells on January 11, 2024. Brenda will supervise the early voting on January 19, 2024.

FIRE DEPARTMENT: Fire chief was not present. Fire Equipment grant paperwork has been submitted for reimbursement. Sealed bids for the sale of the old side by side will be published in the Daily Press and The Advisor. Starting bid was already approved by the township board of \$15,000.

TREASURER: The Clerk and Treasurer's balances of all funds for December agree. New receipts were received by the Manistique Pioneer Tribune for the Transfer Station; however, they weren't bound. There is a question with the charge that was billed the township but Jenna is working on the issue with them.

TOWNSHIP HALL: Having issues with the list of the keys issued for the hall and not knowing where they are. Sue will work on the list and get it up to date. We need more keys made for the public to use the hall and a deputy lost her key so something needs to be considered for changing the locks. Kathy will contact the hall janitor about some issues.

TRANSFER STATION: Kathy gave the report.

PARKS AND RECREATION: Nothing to Report.

PLANNING COMMISSION: Their next meeting is scheduled for January 11, 2024 at 7:00 p.m.

SUPERVISOR COMMENTS:

OLD BUSINESS

- **Purchase of Weight Scale for the Transfer Station:** A motion was made by Craig, seconded by Jenna, to not pursue purchasing a weight scale for the Transfer Station. Ayes: 4, Nays: 1. Motion carried.
- **Circle K Fleet Card:** A motion was made by Brenda, seconded by Sue, to not pursue a Fleet Card from Circle K for the Transfer Station. Roll Call Vote: Sue – yes, Jenna – yes, Kathy – yes, Craig – yes, and Brenda – yes. Motion carried.
- **Hall Roof Bids:** A recommendation was received from Bittner on what to repair/replace for the Township Hall Roof. A motion was made by Craig, seconded by Jenna, to request bids to remove old metal, new purlins, install additional insulation, install 5/8-inch OSB, add a fiber moisture barrier, replace with new metal, and install vented ridge cap and soffits. Roll Call Vote: Craig – yes, Kathy – yes, Sue – yes, Jenna – yes, and Brenda – yes. Motion carried. Bittner will assist the township with the ad that will be placed in the newspaper.
- **Door Repair for East side of Township Hall:** Motion was made by Craig, seconded by Jenna, to reimburse Craig \$137.00 for a piece of metal to repair the doors at the township hall for \$137.00 for the metal to repair the doors. Roll Call Vote: Craig – yes, Sue – yes, Brenda – yes, Jenna -yes, and Kathy – yes. Motion carried.
- **Signs for the Transfer Station:** Jenna made a motion, seconded by Sue, to not purchase signs for the Transfer Station. Ayes: 5, Nays: 0. Motion carried.

NEW BUSINESS

- **Scheduling of Budget Workgroup Meetings:** Budget workgroup meetings are scheduled for January 25, 2024; February 1, 2024; February 8, 2024; and February 15, 2024.

PUBLIC COMMENT: Public was not present so there were no comments.

A motion was made by Brenda, seconded by Sue to adjourn. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Brenda Lee Lester
Garden Township Clerk