

GARDEN TOWNSHIP BOARD MINUTES
REGULAR MEETING
November 12, 2019

The regular meeting was called to order with the Pledge of Allegiance at 7:00 p.m. by Township Supervisor, Richard Pichette.

Present: Mary Ann LeBresh, Lisa Pichette, Brenda Lester, Tyler Lucas and Richard Pichette.

CHANGES/ADDITIONS TO THE AGENDA: None

PUBLIC COMMENTS ON AGENDA ITEMS: None

MINUTES: A motion was made by Lisa, seconded by Mary Ann, to approve the minutes for the regular meeting held on October 8, 2019. Ayes: 5, Nays: 0. Motion carried.

BUDGET AMENDMENTS: The following budget amendments for the Fire Department were requested by the Township Clerk:

- **Grants Revenue:** Increase from \$0.00 to \$2,561.00. An increase of \$2561.00.
- **2% Grant Funds Revenue:** Increase from \$0.00 to \$6,500.00. An increase of \$6,500.00.
- **Hydrant Fee Expense:** Increase from \$744.00 to \$773.00. An increase of \$29.00
- **Fire Prevention Expense:** Increase from \$500.00 to \$532.00. An increase of \$32.00
- **Building Maintenance Expense:** Increase from \$1,000.00 to \$10,000.00. An increase of \$9,000.

A motion was made by Lisa, seconded by Mary Ann, to approve the budget amendments as presented by the Clerk. Roll Call Vote: Lisa – yes, Mary Ann – yes, Brenda – yes, Tyler – yes, and Richard – yes. Budget amendments are approved.

APPROVAL OF THE BILLS: There was an addition to the bill sheet for Foxy's Den in the amount of \$243.08 for the Transfer Station. Brenda also mentioned that the bill from Hannula was received to add the new truck at the Transfer Station in the amount of \$1349.00 for coverage through 2019. She called Hannula because it was so high. Mark Hannula will look into it so the township should put it on hold until an answer is received. If they can't bring the premium down, the township may need to consider a different insurance company. Brenda also said the payment, when approved, will be late but Mark Hannula said it would be fine. A motion was made by Mary Ann, seconded by Lisa, to approve the bills as presented with corrections. Roll Call Vote: Tyler – yes, Brenda – yes, Richard – yes, Mary Ann – yes, and Lisa – yes. Bills approved.

REPORTS:

ASSESSOR'S REPORT: Assessor Joe Maki was present and gave his report. A copy will be placed on file.

FIRE DEPARTMENT: Heritage returned their keys for the fire hall. All the trucks are set for winter and the saw is repaired. No word from Heritage yet regarding the propane that was left at the hall. Firefighter, Roger Hennings, moved out of the area. There are several stale checks for payroll for the fire department. Mary Ann will contact the county treasure to get direction. Brenda also mentioned that Anderson Tackman would be able to assist as well.

TRI-STAR: Margaret Richard was at this meeting representing Tri-Star who wants to move into the vacant space at the fire hall with no rent obligation and reimburse the utilities like they currently do. A profit and loss statement for Tri-Star was also provided. Some questions were whether Tri-Star would be able to afford to move into that space by paying a larger portion of the utilities and they would need to pay for their own fuel. Also, the township just received current contract information from the Big Bay de Noc Ambulance Authority/Tri-Star which will expire in March, 2020. Richard will plan a meeting with

Fairbanks and Nahma Township supervisors to discuss. Keith Farley, Fire Chief and Tri-Star volunteer, stated he does not want to have any outsiders in that space and would like Tri-Star to use that space. Tri-Star also wants to take advantage of the propane that was left by Heritage to the township; however, the township doesn't have anything in writing from Heritage that they are donating the fuel. Decision is tabled.

CLERK/CEMETERY REPORT: Federal tax payment due in November for October may be late because there is a problem with changing the password on the website where E-payments are sent to. Fire Department millage passed.

TREASURER/TOWNSHIP HALL: The Treasurer and Clerk accounts balance. Furnaces will be cleaned and checked. Also, there is an odor coming from the hot water tank so that will be checked into as well.

TRANSFER STATION: Covered under old and new business.

PARKS AND RECREATION: Steve Johnson is working on the new sign. Three new curb stops have been picked up and placed at the park. New restroom unisex signs were put up and one is missing already. Lisa still needs to meet with Gary Sporer regarding the village park.

SUPERVISOR COMMENTS: Supervisor updated the board regarding several various meetings he attended.

OLD BUSINESS:

- **Hall/Septic/Easement/Survey/Contractor:** The Village of Garden approved the easement for the park property to allow the township to place their septic system on park property. Easement paperwork still needs to be signed and filed with Delta County. Only two contractors out of five responded with bids for the septic system replacement. One bid was received from U.P. Septic for \$12,862.95 and the other was from A-1 Septic for \$12,967.52. The bids do not include hook-up to the building. A motion was made by Lisa, seconded by Mary Ann, to accept the bid from A-1 Septic. Ayes: 4, Nays: 1. Motion carried. Richard is looking into the new fence that needs to be installed around the septic system. Motion was made by Mary Ann, seconded by Tyler, to approve the easement as written. Ayes: 5, Nays: 0. Motion carried. Motion was made by Brenda, seconded by Lisa, to give Richard the authority to hire an electrician to complete the septic system electrical provided it's \$400.00 or less and the job is done timely. Roll Call Vote: Mary Ann – yes, Lisa – yes, Tyler – yes, Brenda – yes, and Richard – yes. Motion carried.
- **Fire Sign Update/Payment of \$5,000.00:** Brenda heard back regarding where the payment should be sent.
- **Transfer Station Building Repair:** Superior Metal hasn't completed repairs yet.
- **Mural/Painting of Hall:** Richard received bids for painting the exterior of the township hall. Oscar Nixon submitted a bill for \$29,030.57. High Park Painting will be submitting a bid as well. Tyler will contact someone to find out who Heritage hired to paint their building. The grant for the mural will be approximately \$20,000.00 to \$25,000.00. Lisa and Richard spoke with Signs Now who will be doing the mural. The board still needs to decide the size of the panels and what they will be.
- **Part-time Transfer Station Employee:** One application was received from Tracy Jones for the part-time substitute driver/worker at the transfer station but was not in attendance at the meeting. Richard will ask Tracy to attend the December meeting. Additional applications will be accepted until the December meeting.
- **Sale of old Transfer Station Truck:** Cory Hansen was going to purchase the old transfer station truck but had to withdraw his obligation. Richard put the truck on an auction site and a bid was received for \$29,650 which was \$10,000 more than the original offer from Cory Hansen. Richard went ahead and accepted the bid since it was more than the original offer. Brenda stated that she was happy with the new offer but that the entire board should have been consulted since it wasn't discussed. Brenda also said that if conditions were defined in the original motion there wouldn't have been an issue. Board decided that all future motions should give some flexibility so that nothing is held up for a decision by the board.

- **Propane Tank for Hall:** The propane tank for the hall will need to be moved before the septic system is replaced. Richard talked to U.P. Propane and they are going to move it for us when needed, provided the weather cooperates, with minimal cost to the township.

NEW BUSINESS:

- **Tri-Star Space at the Fire Hall:** Discussed earlier in the meeting.
- **Tri-Star Budget:** Discussed earlier in the meeting.
- **Website Renewal:** The township's website renewal through WIX will be due on December 14, 2019 and the domain will also need to be renewed. Last year WIX fee was \$168 and this year the price is \$204.00. Richard is hoping to get a better price the closer we get to the renewal date so it's tabled until the next meeting.
- **December Board of Review:** December Board of Review, for corrections only, will be held on December 10, 2019, at 10:00 a.m.
- **2020 Census:** The Census Bureau needs workers. If anyone is interested, they can contact Richard for the information. Also, the board is encouraged to spread the word to the public how important it is they participate because funding is based on this for many programs/grants. Information regarding the census will be mailed with the winter tax bills.
- **Transfer Station Floor:** Richard received some bids for new flooring at the transfer station because it needs to be replaced. A bid was received from Heynssen-Selins in Escanaba for two different commercial grade floorings. He's also waiting for a bid from Butch's Carpet. Martin's Carpet did not respond. Once all the bids are received the board will make a decision.
- **Update of Computers:** There are two computers that only have Windows 7, the supervisor's and the E-Pollbook. Windows 7 will no longer be supported so they need to be upgraded to Windows 10. Windows 10 has a built-in antivirus so additional software may not need to be purchased. Brenda stated the E-Pollbook may need extra security software but will check into that before the upgrade. Motion was made by Lisa, seconded by Tyler, to upgrade the supervisor's and E-Pollbook laptops to Windows 10 and to purchase additional virus protection if needed. Ayes: 5, Nay: 0. Motion carried.

PUBLIC COMMENT: Public comment was received.

Richard made a motion, seconded by Lisa, to adjourn at 8:58 p.m. Ayes: 5, Nays: 0. Motion carried and meeting was adjourned.

Respectfully submitted:

Brenda Lester
Garden Township Clerk