

SAUBLE TOWNSHIP BOARD
MEETING MINUTES
June 9, 2025

CALL TO ORDER: 6:00 pm

MOMENT OF SILENCE/PRAYER

PLEDGE OF ALLEGIANCE:

ROLL CALL: Mary Ann Nugent-present, Gail Raad-present, Beth Acker-present, Bill Rodgers-present, Tracy Baker-present.

Agenda: Raad motion to approve agenda as presented with a second from Acker. All in favor. Motion carried.

MINUTES:

Acker motion to approve May 12, 2025, board meeting minutes with a second from Nugent. All in favor. Motion carried.

Board Reports:

- **Supervisor:**

- Lake Co Econ Dev Alliance Meeting, Discover Local/Support Local
- Pure Markette

- **Clerk:**

- Consolidation for August 5, 2025, Special Election – work continues.
- Copy of approved Policy page 2.1 to 2.23 given to each board member

Nugent motion to approve bills and payroll with a second from Baker. All in favor. Motion carried.

- **Treasurer:**

- Read balances in the township funds.
- Kelley Churchill appointed as deputy treasurer.
- Thanked Claudia Holdampf for her service as deputy treasurer.
- Acker will write a resolution with regard to payment of over/under \$5.

Nugent motion to authorize treasurer to transfer \$250 from the playground account to the general fund account with a second from Rodgers. Roll call vote: Rodgers, yes; Raad, yes; Nugent, yes; Acker, yes; Baker, yes. All in favor. Motion carried.

Raad motion to accept and approve treasurer's report as presented with a second from Nugent. All in favor. Motion carried.

- **Trustees:**

- Loon Lake spraying

Dignitary Reports:

Gary Nugent, Chairperson for the Fire Board: Sauble had four (4) medical & two (2) non-medical (fire). YTD is one hundred thirty-two (132). A retirement party for Greg Bombich will be held at SEE Fire Station on June 21, 2025, from 2-5 PM>

Gary Nugent, SEE Fire Support: Nothing to report.

County Commissioner, Mike Seroczynski: Not present.

Lake County Sheriff, Richard Martin: GEO Prison will reopen with a 3.5-4 yr contract. ORV crashes have increased. Homicide in Eden Township. The prosecutor resigned.

Lake County Road Commission: Not present.

Assessor, Greg Barnett: Not present.

Planning and Zoning: Two (2) vacancies.

Zoning Board of Appeals: Three (3) vacancies available

Board of Review: Two (2) vacancies available.

Zoning Administrator: No report received from Bob Hall.

Community Garden: Planting has begun.

Luther Library Board: Ann Baker reported that the summer reading program has begun. Possible book exchange to be held at Sauble Township. Ann will also bring books for the Lending Library.

Unfinished Business:

- **PLANNING COMMISSION UPDATE**

- Letters regarding zoning ordinance repeal were mailed to the appropriate parties.
- Public Hearing Notice will be published in the Lake County Star newspaper on Thursday, 6/12/25.
- Public Hearing will take place on July 1, 2025, at 6 P.M.
- Letters to Property Owners
 - Acker will provide addresses from BS&A.
 - Baker will compose the letter and send it to Nugent for review.

- **Large Item Clean-up, Saturday, July 12, 2025, at Eden Township from 9 am to 12 pm.**

- Volunteers are needed.
- Boy Scout troop – need contact information/address so check can be written.
- Food for Boy Scouts & leaders – usually bill Eden for half the expense.

- **POLICY MANUAL WORK**

- Ethics policy 3.1 -3.53
 - Under 3.4 Compliance and Enforcement eliminate the words of department heads, and managers.
 - Discuss 3.6 Reporting Improper Actions of Elected and Appointed Official at the July board meeting.
 - Eliminate wording of 3.15 Gifts and Special Benefits
 - Discuss 3.16 Financial Relationships at July board meeting.
 - 3.20 Personal or Political Benefit - eliminate wording “or to prohibit soliciting contributions or endorsements from employee bargaining units.”
 - Ended the policy work at 3.25 – will continue at the July board meeting.

- **Township Improvement Update**

- Playground mulch – MI Wood Fibers – mulch was delivered.
 - Craig Stumbrie spread mulch and invoiced township \$600.
 - Ten yards of mulch is left in Stumbrie’s lot – Baker will trailer the remainder to township property.
- Parking Lots – Brian’s Sealcoating downpayment of \$1737.50 will be mailed along with the signed proposal.
- Pavilion Electrical (Rick Kortman) – will begin once Brooks Security installs additional cameras.
- Brooks Security submitted four separate proposals for installation of additional cameras in the pavilion area. Price ranges from \$3377 to \$4146. Raad motion to accept proposal #2549 in the amount of \$3596 with a second from Baker. Roll call vote: Rodgers, yes; Raad, yes; Nugent, yes; Acker, yes; Baker, yes. All in favor. Motion carried.
- Fire Station Soffit/Fascia -Jason Moore has not been contacted.

New Business:

- **Jessica Johnson, Level 3 assessor, submitted her contract for assessor services.**

- One change is made to the contract by board request. The contract will increase 3% per year or current year CPI rate, whichever is less beginning July 1, 2026. Ms. Johnson will initial the change to the contract.

Nugent motion to accept Jessica Johnson’s assessor contract with the change regarding increase in assessing service beginning July 1, 2026, with a second from Acker. Roll call vote: Rodgers, yes; Raad, yes; Nugent, yes; Acker, yes; Baker, yes. All in favor. Motion carried.

- **UHY Audit**
 - Raad stated increased fund balance to General, Road, Public Improvement funds. This was due to increased tax revenue and conservative spending.
 - The major capital asset was generator at a cost of \$11,146.
 - IT Policy should be developed.
 - Township net position increased by \$69,350 during the fiscal year.
- **MMRMA Coverage Proposal**
 - Copies given to each board member.
 - Electronically signed by Supervisor Nugent
 - Net asset check in the amount of \$877 will be sent to the township.
- **Statutory Duties of Board Members**
 - Copies were given to each board member.
 - Duties were listed in the MTA Township Focus Magazine.
- **Debit Card for Treasurer**
 - Clerk and treasurer are the only two board members who can be issued a debit card.

Nugent motion granting Treasurer, Beth Acker, to apply and receive a debit card issued by Lake Osceola State Bank for general fund expenses with a second by Rodgers. Roll call vote: Rodgers, yes; Raad, yes; Nugent, yes; Acker, abstain; Baker, yes. Four in favor with one abstention. Motion carried.

- **Trunk-N-Treat**
 - After 8 years, Raad will no longer be in charge of purchasing items for Trunk-N-Treat. Elections are scheduled for November and with the additional duties required, Raad no longer has the time for this duty.
 - Spread sheet listing expenses as well as details regarding quantities purchased were given to each board member.
 - After much discussion, when no one was willing to take charge of the event, Baker offered to be in charge. Nugent and Acker offered to help.
- **Public Comment:** One (1) comment from 8:00 to 8:01 P.M.
- **Board Remarks:** Raad thanked Ann Baker for continuing to train as she will be on vacation in July. Nugent thanked Rodgers for cleaning the hall.

Adjournment: Raad motion to adjourn the board meeting at 8:03 PM with a second by Nugent. All in favor. Motion Carried.

Respectfully Submitted,



Gail Raad, Sauble Township Clerk