

SAUBLE TOWNSHIP BOARD

MEETING MINUTES

FEBRUARY 10, 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: Nugent motion to approve agenda as presented with a second from Acker. All in favor. Motion carried.

MINUTES:

Nugent motion to approve the January 10, 2025, board meeting minutes with a second from Rodgers. All in favor. Motion carried.

Board Reports:

- **Supervisor:**

- The Lake County Township Officer Association meeting that was to be held at Chase Township on January 23, 2025, at 7 P.M. was cancelled due to inclement weather.
- The meeting with MMRMA (Risk Management) rep. will be held on 2/19/25 at 11 AM.

- **Clerk:**

- Purchased EPB laptop (Windows 11 Pro) for a cost of \$839.99.
- Attended Mason County School Election Planning meeting on 1/29/25.
 - Two residents in the Mason County Eastern school district. Will attempt to consolidate with the Branch Township clerk if an election will be held in May 2025.
- Purchased MTA "Red Book" 2025 edition as it has been updated with election information.

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

- **Treasurer:**

- Read balances in the township funds.
- \$1 is needed in the playground account fund to keep active. Nugent will contribute \$1.

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

- **Trustees:** No comments.

Dignitary Reports:

Gary Nugent, Chairperson for the Fire Board: Sauble had five (5) medical & zero (0) fires in January. YTD is fifteen.

Gary Nugent, SEE Fire Support: Nothing to report.

County Commissioner, Mike Seroczynski: Not present.

Lake County Sheriff, Richard Martin: Not present.

Lake County Road Commission: Not present.

Assessor, Greg Barnett: Not present.

Planning and Zoning: One (1) vacancy.

Zoning Board of Appeals: Two (2) vacancies available

Board of Review: Three (3) vacancies available.

Zoning Administrator: Report from Bob Hall was sent via email to board members. No changes from the previous month's report.

Unfinished Business:

- **PLANNING COMMISSION**

- No update to Zoning Ordinance Repeal.

- **BUDGET 2025-2026 FY:**

- Raad distributed reports to all board members to use during the budget special meeting.
- Raad will post special meeting notice and publish yearly budget meeting date in the Lake County Star's March 13, 2025, edition.
- The initial meeting will be held on March 11, 2025, at 10 AM.
- Budget should be finalized by March 19, 2025.

New Business:

- **POLICY MANUAL WORK**

- **Board and Administrative Manual: 1.1 – 1.5**
 - **Reviewed the above**

Nugent motion to approve the Board and Administrative Manual: 1.1 -1.5 with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Rodgers, yes; Baker, yes. All in favor. Motion carried.

- **Township Board: 2.1 -2.13 (only)**

- **Reviewed the above**

- **Under 2.3 Allocation of Resources.** Remove wording at end of paragraph "identified in the township strategic plan."
- **Under 2.4 Budgeting for Results and Outcomes.** Remove wording at end of paragraph "with the strategic plan goals and objectives."
- **Under 2.5 Multi Year Budgeting.** Remove the entire sentence.
- **Under 2.6 Strategic Planning.** Remove the entire section.
- **Under 2.7 Evaluating Programs and Services.** Remove the entire section.
- **Under 2.9 Board Consultants.** Remove engineer, labor negotiator, planner, risk manager.

- **Will review 2.14 through 2.16 at March board meeting.**

- **Board of Review** – Members are needed.

- **Zoning Board of Appeals Resignation**

- Tracy Baker submitted his signed resignation as ex officio of the ZBA.

- **Appointment of Tracy Baker to Planning Commission as ex officio member.**

Acker motion to appoint Tracy Baker as ex officio member to the Planning Commission with a second by Rodgers. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Rodgers, yes; Baker, yes. All in favor. Motion carried.

- Oath of office to be given before Tracy Baker can participate in the Planning Commission.

- **Public Comment:** Comments from 6:55 to 7:07 P.M.

- **Board Remarks:**

- Raad has been added to the emails that Cheryl Kelly, Mason County Clerk, sends to Mason Township Clerks.
- Baker stated John Bennet would like to lease the vacant Fire Station.
 - Building cannot be leased to a private party or business.

Adjournment: Nugent motion to adjourn the board meeting at 7:11 PM with a second by Acker. All in favor. Motion Carried.

Respectfully Submitted,



Gail Raad, Sauble Township Clerk