

**SAUBLE TOWNSHIP BOARD
MEETING MINUTES
MARCH 28, 2022**

CALL TO ORDER: 6:00 pm

ROLL CALL: Mary Ann Nugent-present, Gail Raad – present, Beth Acker-present, Tracy Baker-present, Hamir Mir-absent

Agenda Revisions: Nugent request to add Lake County Emergency Management to New Business. Raad motion to add with a second from Baker. All in favor. Motion passed.

MINUTES: Acker motion to approve the February 14, 2022, meeting minutes with a second by Baker. All in favor. Motion carried. Nugent motion to approve the March 3, 2022, special meeting minutes with a second by Acker. All in favor. Motion Carried.

Board Reports:

- **Supervisor:** No comment

- **Clerk:**

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

- **Treasurer:**

Raad motion to approve March 2022 treasurer's report with a second from Baker. All in favor. Motion carried.

- **Trustees:** No comments.

Public Comment: One comment at 6:05 pm to 6:06 pm.

Dignitary Reports:

Gary Nugent, Chairman for the Fire Board: 2 medical & 3 fire in Sauble. YTD is 50, last year was 30.

Gary Nugent, SEE Joint Building Authority: Progress continues to be made.

Don Arquette, County Commissioner: 4H archery club forming in Baldwin. Property tax reimbursement bills clear Senate Committee.

Richard Martin, Lake County Sheriff Department: Not present

Recess Regular Meeting: Baker made the motion to recess regular meeting with a second by Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried. Meeting recessed at 6:12 P.M.

Open Public Hearing on 2022-2023 Budget: Acker made the motion to open public hearing on budget with a second by Baker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried. Public hearing commenced at 6:13

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- **RESOLUTION # 04-2022, Establish a General Appropriations Act (Budget) for Sauble Township**
 - Raad motion to adopt Resolution 04-2022 with a second from Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried
- **RESOLUTION # 05-2022 Establishing Salaries of Township Supervisor and Per Diem of Township Planning Commission/Zoning Board of Appeals Members for Fiscal Year Beginning April 1, 2022, and Repealing All Resolutions in Conflict Herewith**
 - Acker motion to adopt Resolution 05-2022 with a second from Baker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried
- **RESOLUTION # 06-2022 Establishing Hourly Rate for Deputy Clerk, Deputy Treasurer and Election Workers and Board of Review Members and All Others Who Perform an Hourly Service for Sauble Township for Fiscal Year Beginning April 1, 2022, and Repealing All Resolutions in Conflict Herewith**
 - Nugent motion to adopt Resolution 05-2022 with a second from Raad. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried
- **Review 2021-2022 Budget:** Nugent read the amendments (transfer of funds) to the 2021-2022 budget. Baker made the motion to accept amendments as presented with a second from Nugent. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried.

Public Comment: Two comments received at 6:25 pm to 6:26 pm.

- **2022-2023 Budget presented by Supervisor Nugent:** Raad made the motion to accept the 2022-2023 budget as presented with a second from Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried.

Close Public Hearing: Baker made the motion to close public hearing with a second from Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried. Public hearing closed at 6:43 P.M.

Reconvene Regular Board Meeting: Nugent made the motion to reconvene regular board meeting with a second from Baker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried. Meeting reconvened at 6:44 P.M.

Bill Rodgers, Land Use Administrator's Report:

- Rodgers not present.
- Court hearing on Clem citation was held on March 8, 2022, at 11 am. Clems did not attend. Have 30 days to remove inoperable, junk vehicles from property.
- Two requests for land use permits.

COMMISSION/BOARD REPORTS:

Planning and Zoning:

- Planning Commission has reviewed the zoning ordinance.
 - Township board needs to review and make any revisions. Address the zoning ordinance at April meeting.
 - Zoning ordinance will not be printed until board accepts. Will then be sent to township attorney.

- Planning Commission recommends that Land Use Administrator attend the Zoning Administrator Certificate program.

Zoning Board of Appeals:

- Raad motion to appoint Tom Snow as a zoning board of appeals member effective March 28, 2022 with a second by Nugent. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried.

Board of Review:

- John Acker stated five people came in, but no appeals were made.
- Nugent motion to appoint Tom Snow as an alternate member effective March 28, 2022 with a second by Baker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried

Unfinished Business:

- **ARPA Funds:**
 - Two immediate necessities.
 - Township well that is independent from the Fire Station and Cameras for security purposes
 - Other uses of ARPA funds: Insulation/Siding, roof, laptops, carpet, copier.
- **Late Property Tax Penalty**
 - Summer taxes collect late fees of 1% per month, 3% after February 14th.
 - Acker will contact Catherine Mulhaupt or Michael Seldon at MTA via email. Guidance on resolution to charge late fees.
- **Contract of Sublease Resolution between SEEJBA & Townships**
 - Raad motion to have Sauble Supervisor, Nugent, and Sauble Clerk, Raad sign the contract of sublease between SEEJBA and Sauble Township with a second by Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried

New Business:

- **AllPaid credit card payments**
 - Taxes can be paid online
 - Paid at township on treasurer's designated collection day.
 - 2.65% added to transaction. Township does not receive the 2.65%, goes to AllPaid.
 - Treasurer will not take credit card information over the phone.
- **Resolution # 03-2022 To Approve Ballot Proposal for Road Millage Renewal**
 - Nugent motion to adopt Resolution 03-2022 with a second from Acker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried
 - Raad will take Road Millage Renewal Ballot Proposal to the County Clerk
 - Proposal will be on August 2, 2022, ballot.
- **Resolution # 07-2022 To Waive Property Transfer Affidavit Late Fees**
 - Raad motion to adopt Resolution 07-2022 with a second from Baker. Roll call vote: Yes, from Nugent, Raad, Acker, Baker. Motion carried
 - Raad will take a copy of the resolution to Lake County Equalization Department and give a copy to Sauble Assessor, Greg Barnett.
- **Lawn Care – Bolek Lawn Care Service**
 - Minimal increase due to rising gas prices
- **Osceola-Lake Conservation District Household Hazardous Waste Collection**
 - Saturday, October 8, 2022, Wenger Pavilion, Baldwin.
 - \$100 annual support is included in 2022-2023 Budget.

- **Lake County Emergency Management Plan**

- Nugent will email Director, Patrick Maddox that Sauble Township will participate in the plan.
- Nugent will be the point of contact.

Public Comment: Two comments received at 7:31 pm to 7:33 pm.

Board Privilege: No comments

Adjournment: Moved by Baker, second by Raad. Meeting adjourned at 7:34 p.m.

Respectfully Submitted,



Gail Raad, Sauble Township Clerk