

# SAUBLE TOWNSHIP BOARD

## MEETING MINUTES

### DECEMBER 9, 2024

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: Under New Business add zoning site plan review fee and appoint Board of Review members for 2025.

Acker motion to approve agenda with two topics added as above with a second from Baker. All in favor.

Motion carried.

#### MINUTES:

Acker motion to approve the November 11, 2024, board meeting minutes with a second from Nugent.

All in favor. Motion carried.

#### Board Reports:

- **Supervisor:**

- Welcomed Bill Rodgers as new trustee to the township board.

- **Clerk:**

- Final payment for Generac generator was paid to GM Electric.
- Costly copier repair was paid to River City Business as the copier is no longer under warranty.

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

#### Treasurer:

- Could not zero out Bass Lake SAD on tax bills as software does not have the capability.
- All Paid notification was given after the November meeting. Fees have increased to \$3.99 minimum fee and \$2 check processing.

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

- **Trustees:** No comments.

#### Dignitary Reports:

**Gary Nugent, Chairperson for the Fire Board:** Sauble had two (2) medical & one (1) fire in November. MTD is nineteen (219). YTD is 258.

- The Fire Board appointed Joel Boyer as the new fire chief effective 1/1/25.

**Gary Nugent, SEE Fire Support:** Nothing to report.

#### County Commissioner, Mike Seroczynski:

- Craig Cooper resigned as prosecuting attorney.
- The county commissioners do not support the new septic law.
- Federal Forest will be surveyed beginning 2025 through 2027.
- Little Manistee River - a non-wild river.
- Lake County is debt free.

**Lake County Sheriff, Richard Martin:** Not present.

**Lake County Road Commission:** Not present.

**Assessor, Greg Barnett:** Not present.

**Planning and Zoning:** Has 5 members.

**Zoning Board of Appeals:** Two (2) vacancies available

**Board of Review:** One (1) vacancy available.

**Zoning Administrator:** No report from Bob Hall.

**Community Garden Update:** No report.

#### Unfinished Business:

- **Board of Review:** Meeting on December 10, 2024, at 3 PM.
- **MTT Petition Response:** Pleasant Acres filed another petition.
- **Router:**
  - Acker has installed the router, and it was not an easy task to accomplish.
- **Road Brine:**
  - The LCRC does not have a third brining per Al Daly.

Nugent motion to contract with LCRC for two (2) full brines in 2025 at a cost of \$8250 with a second by Raad. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Rodgers, yes; Baker, yes. All in favor. Motion carried.

#### New Business:

- **ORV Ordinance Hearing:** Will take place in February 2025 with date to be determined.
- **Resolution 15-2024:**

Nugent motion to adopt Resolution 15-2024 to adopt an alternative date for July board of review assessment to the Wednesday following the third Monday in July with a second by Baker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Rodgers, yes; Baker, yes. All in favor. Motion carried.

- **Resolution 16-2024:**

Raad motion to adopt Resolution 16-2024 to authorize use of automated clearing house (ACH) arrangements and electronic transactions of funds with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Rodgers, yes; Baker, yes. All in favor. Motion carried.

- **EFT & ACH Policy:**

Nugent motion to adopt and approve the EFT & ACH Policy as presented with a second by Raad. All in favor. Motion carried.

- **Social Media Policy:**

- Tabled to January meeting.

- **Public Information Officer Policy:**

Raad motion to adopt and approve the Public Information Policy as presented with a second by Acker. All in favor. Motion carried.

- Baker suggestion to add box to a policy that state approved and amended dates.

- **Policy – Granting, Auditing, and removing real property exemptions for the Sauble Township Assessor.**

- Greg Barnett submitted the policy to be adopted by the Sauble Township Board.

Nugent motion to adopt and approve the above policy as presented with a second by Baker. All in favor. Motion carried.

- **Policy – Purchase of meals for election inspectors.**

- Election inspectors work the entire day for elections averaging 15 to 16.5 hours. Sauble Township will purchase meals for the election workers.

Nugent motion to adopt and approve the above policy as presented with a second by Baker. All in favor. Motion carried.

- **Fire Board Members approval 2025 through 2026.**

Nugent motion to approve the following as Fire Board members, Nugent, Gary; Nugent, Mary Ann; Snow, Tom; Woolever, Bob; with a second by Raad. All in favor. Motion carried.

- Nugent will administer oath of office.

- **Board of Review Members appointment:**

Nugent motion to approve the following as Board of Review members effective 1/1/25. Duggan, Kelly; Snow, Tom (alternate); Woolever, Bob; Nugent as ex officio with a second by Raad. All in favor. Motion carried.

- Nugent will administer oath of office to Snow and Woolever. Duggan has taken the oath.

- **Site Plan Review Fee:**
  - Acker wants to annul zoning.
  - Nugent will contact MTA.
  - Add zoning annulment to January agenda.
  - Did not address the site plan review fee.
  
- **Public Comment:** None
  
- **Board Remarks:** Baker welcomed Rodgers to the township board.

Raad motion to adjourn the meeting at 7:19 PM with a second by Baker. All in favor. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Gail Raad".

Gail Raad, Sauble Township Clerk