

SAUBLE TOWNSHIP BOARD

MEETING MINUTES

AUGUST 9, 2021

CALL TO ORDER: 7:00 pm

Flag Raising: Great Lakes Energy People Fund provided grant money to purchase a new flagpole, flag and solar light to Sauble Township. A flag raising ceremony took place outside. Nugent thanked the Great Lakes Energy People Fund for making this possible and encouraged citizens to round up their GLE bills. Boy Scout Troop 61 presented arms, raised the flag and took the Boy Scout oath.

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

Agenda Revisions: None

MINUTES: Moved by Acker to approve July 12, 2021, minutes, second by Baker. All in favor. Motion carried.

Board Reports:

Supervisor:

- Bleacher Project is completed. Thank you to Gary Nugent, Jim Sharp, Tom Snow, Bob Woolever & Ken Piper.
- Water Hydrant installed and water test showed no nitrites or nitrates present.
- Big Bass/Little Bass SAD hearing #2 is Saturday, August 28, 2021, at 9 AM.
- Hall, Park Pavilion Rentals – form will be revised to include clean up at pavilion & playground.
- Security cameras – MMRMA (Risk Management) may partially reimburse cost. Nugent will check what type of cameras will provide security & the cost.
- Lake County Sesquicentennial Celebration
 - Sauble Township Hall chosen as an open house site for the one room schoolhouse tour on 9/25 in the afternoon.

Clerk:

- L-4029 resolution will be discussed under New Business.
- August 3, 2021, had two absentee ballots returned. Thank you to Beth Acker & Linda Snow for working the election.
- Nugent motion to approve bills & payroll with a second from Baker. All in favor, motion carried.

Treasurer:

- Sisson emailed account balances & left reconciliation on her desk. Not present to answer any questions. Raad motion to approve bills as presented with a second from Baker. All in favor, motion carried.
- Sisson sent email on Monday, 8/9/21 at 12:10 pm stating Lillian Hansenbank as her deputy treasurer.
 - Lillian has to take oath of office and LOSB bank signatories need to reflect change prior to Lillian being able to do any banking transactions.
 - Raad will provide meeting minutes as this is an LOSB requirement in order to change account signatures.
 - Treasurer's statutory duty to make changes to township accounts

- Board has reservations as follow:
 - Having a family member as deputy puts the township at risk if family emergency occurs
 - Not good practice to have such a close relationship as mother/daughter
 - Board can determine at any time the deputy salary and duties.
 - Will Sisson be present at all to collect taxes

KCI cost analysis: Originally brought up at July board meeting; however, Sisson was not present. Sisson not present at August meeting so board will revisit at September meeting. Will request Sisson to present her costs so analysis can be done to determine if KCI is the better option.

- **Treasurer Issues:**

- Bills and payroll cannot be distributed as Sisson is absent and deputy treasurer is not in place as of this meeting.
- Sisson published on tax bills that she would be present on Tuesdays from 9 AM -2 PM to receive taxes.
 - Sisson absent on the following Tuesdays, 7/13, 7/20, 7/27. Nugent has been present to receive taxes (no cash) and is keeping locked up in her desk drawer.
 - Receiving many calls from citizens as to why their checks haven't been cashed.
 - Dates and times of tax collection have been removed from website although it was Sisson's request to publish on website.
- Raad attempted to reconcile July 2021 general account
 - \$116.10 deposit made on 7/1, no receipt; cannot reconcile
 - 2 deposit receipts with date of 6/22/21 were revised with receipts showing deposits on 7/29/21. Neither were listed on LOSB July statement.
 - Treasurer should provide clerk with LOSB receipt when deposits are made and generate treasurer receipts to reflect actual deposit dates.
- **Receipts:** Treasurer on July 6, 2021, stated to supervisor that she ran out of receipts.
 - She will order from Jack Pine as receipts should show township name & address.
 - Receipts generated on 8/2 and 8/3/21 do not have receipts with township name & address
 - Clerk on 8/3/21 inquired of 2 checks and \$100 cash given to treasurer on 6/30 & 7/2/21. Treasurer could not find any record and asked clerk why she did not hand them to her. Treasurer was placing blame on clerk; however, treasurer did find them in her records and then wrote receipts for all three.
 - Clerk will now make copies of any checks/cash and give copies to supervisor prior to giving checks/cash to treasurer.
- **Playground account:** Not updated since 12/20. Clerk & trustees can't audit. \$1115 deposit on 5/25/21.

Trustees: Acker stated that 2nd letter on Master Plan was mailed on 7/15/21. Planning commission is currently working on zoning ordinances.

Public Comment: Began at 7:32 pm & ended at 7:41 pm with comments presented from Bob Woolever, Paul Raad and John Acker.

- Concerned about daughter as treasurer's deputy.
- Lack of attention to detail
- Lack of response to citizens
- Tax payments not being deposited in a timely manner
- Not being present at township although tax bills state hours treasurer will be there to collect payments
- Has used covid excuse several times for her absence
- Took laptop with her to KY leaving deputy treasurer unable to process tax payments. Also, stated would leave at the NaTahKa Corner State (security concern)

- Asked Don Arquette, Lake County Commissioner, to check with County administrator as to what can be done to address treasurer issues
- Many residents are upset
- Embezzlement – Board stated that no signs of embezzlement are present and not suggesting that there is embezzlement.

Board members are following Michigan Township Association (MTA) and accountant's recommendation to document treasurer issues.

Gary Nugent, SEE Fire Board: Sauble had 2 medical & 1 fire. YTD fire runs is 146.

Gary Nugent, SEE Joint Building Authority: Some trusses collapsed, and an investigation is underway.

Don Arquette, County Commissioner: Gave his report.

Lake County Sheriff Department: None

Lake County Road Commission: None

Lou Fitz, Elk Township Supervisor: Elk Township is having music at their pavilion on Saturday, 9/4/21, from 2 to 6 pm. Hot dogs, potato salad, etc. will be served.

LAND USE ADMINISTRATOR'S REPORT:

- Bill Rodgers issued 3 permits
 - Scott Young property on Mac Rd. Al Rose & Dave Wright from Lake County issued a red tag.
 - Blight (trailer) on 3 Mile Rd & Hamilton. Bill mailed a complaint form.

COMMISSION/BOARD REPORTS:

Planning and Zoning:

- Jim Sharp stated that work continues on reviewing ordinances. Next special meeting is August 18, 2021, at 6 pm.
- Contacted by Alexandria McBride from DNR stating grants are available for existing or new recreation space.
- Ernie Wogatske, chairperson for the Lake County Planning Commission, is requesting Sauble Township to present the Master Plan to the County. Sharp will check with Kurt Schindler if that is necessary.

Zoning Board of Appeals: John Acker was appointed as chairperson and Tracy Baker as secretary at their organizational meeting. Baker will meet with Raad on Friday, 8/13, at 9 am regarding Powles variance publication.

Board of Review: No business was conducted at the July meeting.

Unfinished Business:

- **American Rescue Plan Act/Coronavirus Local Fiscal Recovery Fund (ARPA/CLFRF):** Paperwork was submitted by 7/27/21. Use of funds to be determined.
- **Basketball Court Backboards:** Gerber Foundation discretionary funds will be used to purchase. Citizens are using the court.
- **Pickleball, basketball and parking lot line painting:**
 - Faith Fellowship will loan the striper to the township.

- Bill Rodgers will paint the pickleball and basketball courts. Paul Raad will paint the parking lot lines. Paint will be purchased at Home Depot.

Hoppy Grasshopper/Roly Pony

- Tentative delivery on Tuesday, 9/2/21, between 9 am and 2 pm. Volunteers needed.

New Business:

- **Ethics/Code of Conduct Resolution:** Motion by Nugent to move the resolution discussion to the September board meeting. Second by Acker. All in favor, motion carried.
- **Resolution 09-2021:** Motion by Acker to approve 2021 Tax Rate Request Form L-4029 with a second by Nugent. Roll call vote: Mary Ann Nugent, yes; Gail Raad, yes; Beth Acker, yes; Tracy Baker, yes. Motion carried.
 - Raad will take L-4029 to Casey Guthrie at the Lake Co. Equalization Department.
- **SAD Administration Fee:** Sauble has two (2) full SADS (Loon Lake and Sauble Lakes for weed control) and a partial SAD for Big Bass Lake (weed control).
 - Big Bass/Little Bass SAD Administrative Fee
 - In past, only Sauble treasurer received % of collection fee.
 - Split collection fee between treasurer and clerk.
 - List of duties was presented, and clerk has more duties than treasurer.
 - Nugent made motion that for all special assessments, the percentage determined as the collection fee, both the clerk & treasurer will each receive 50% of the fee. Second by Acker. Roll call vote: Nugent, yes; Acker, yes; Baker, yes. Raad abstained. Motion carried 3-0 with Raad abstention.
 - Meeting minutes will be given to Elk Township so they will issue a new addendum reflecting the change to .50% to treasurer and .50% to clerk.

Public Comment: Woolever expressed concerns of mother/daughter dealing with township finances. Will request assistance from Sheriff Martin if treasurer issues continue and treasurer not present at September meeting. Lou Fitz will have the revised Big Bass Lake addendum to the township on Wednesday, 8/11/21.

Board Privilege: Baker thanked the township for allowing Loon Lake to use tables/chairs for their picnic. Nugent thanked all citizens for speaking up, supporting the board and volunteering for projects.

Adjournment: Raad motion to adjourn at 8:21 P.M. with second from Baker.

Respectfully submitted,



Gail Raad
Sauble Township Clerk

Sauble Township Flagpole & Flag Installation Ceremony

Monday, August 9, 2021, 7:00 PM

Sauble Township is grateful to Great Lakes Peoples Fund for awarding us a grant to purchase the new flagpole and flag. People Fund grants are funded with “extra change” donated by members who have their GLE bills rounded up to the next dollar. Grants are awarded twice a year by the 3 regional board of directors (north, central, south). 100% of the contributions are given back to local groups in the form of grants. Local needs continue to grow, so please consider joining today! Sauble Township would not be able to fund this project without the grant from GLEPF.

As you know, Sauble Township Hall originally was a one-room school house. The tradition of the flag and the Pledge of Allegiance being said at this building has carried on for generations.

The American flag has been the symbol of our nation’s strength and unity. It’s been a source of pride and inspiration for millions of citizens, as well as a prominent icon in our national history.

The American Flag has been known as “Old Glory,” “the Stars and Stripes,” and “the colors.” For American citizens, the flag is a powerful symbol of liberty and equal opportunity for all. While flags of other countries often represent a glorious past or are symbol of a royal family, the American flag carries the message of national independence and unity for people originally from many diverse countries. George Washington stated that the stars are from heaven represented by blue and the red represents Britain. Each star represents a state, and the white stripes stand for the liberty of each original colony from Britain.

And now, for our installation ceremony, I will turn it over to Maddax Fitzgerald of Boy Scout Troop 61.