

SAUBLE TOWNSHIP BOARD

MEETING MINUTES

January 8, 2024

CALL TO ORDER: 6:00 pm

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

Agenda Revisions: None

MINUTES:

Acker motion to approve the December 11, 2023, meeting minutes with a second from Snow. All in favor. Motion carried.

Board Reports:

- **Supervisor:** Received \$10,000 grant from Lake Co. Community Foundation (LCCF) and \$1,000 grant from Great Lakes People Fund for a township generator providing the township contributes \$1,000.
- **Clerk:**
 - Fund totals have the deposits from collection of winter taxes.
 - Permanent ballot applications were mailed on 12/28/23.
 - AV Permanent ballot applications were mailed on 1/2/24.
 - If permanent ballot applications are not returned by 1/18/24, clerk will notify voters that their application has not been received.
 - New ballot bags will be taken to the Lake Co. Clerk's office to be approved by board of canvassers.
 - New retention policy for elections has been received.

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

- **Treasurer:**

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

- With the death of Joyce Hanson, Claudia Holdhamp is the new deputy treasurer for Sauble Township.
- Approved January meeting minutes will be taken to LOSB so signature cards can be updated.
- **Trustees:** No comments.

Public Comment: Woolever questioned how election rolls are updated. Raad responded to his question. 6:09 to 6:13 P.M.

Dignitary Reports:

Gary Nugent, Chairperson for the Fire Board: Sauble had five (5) medical & two (2) fires in December. Total runs of twenty-three (23). Year to date is 291, last year 288.

Gary Nugent, SEE Joint Building Authority: Nothing to report.

Gary Nugent, SEE Fire Support: Nothing to report.

Don Arquette, County Commissioner: Gave his report.

County Sheriff: Rich Martin's report:

- ORV trail on M-37 almost complete and will be ready by Spring 2024.
- First year for Christmas for Kids was held in Luther.
- Received a \$109,000 grant for traffic signals.
- Driver's Education payments have been provided for several teenagers.
- \$77,885 has currently been distributed from his charitable funds.

Leroy Williams, Road Commission: Not Present

Assessor, Greg Barnett: Not present.

Board of Review: Will meet in March 2024.

Planning and Zoning: Jim Sharp stated a meeting was held on 1/2/24.

- o Bob Hall, Zoning Administrator, not present.
- o ZA's zoning report and planning meeting minutes have been emailed to each board member.
- o Discussion on RV and Tent camping permits.

Unfinished Business:

Communication with township attorney on ongoing concerns.

- o **Interim Zoning Administrator Language**
 - o Remain as written in ordinance per attorneys, Richard Wilson & Timothy Figura. The Planning Commission recording secretary is interim zoning administrator if vacancy occurs.
- o **RV/Camper/Trailer Permits**
 - o Attorney, Timothy Figura will review, and February meeting will discuss his findings/recommendations.
- o **Tax Tribunal Case Update**
 - o Pleasant Acres Trailer Park has hired an attorney.
- o **Sauble Lakes SAD Request for Adjustment**
 - o Another letter has been received from a property owner on 1/8/24.
 - o Sauble Township Attorneys, Richard Wilson & Tim Figura, stated SAD is completed and no action by township board is to be taken. The only legal opportunity to protest or negotiate is prior to the second hearing on the SAD.
 - o Sauble Township will not take action per attorney's advice given above.

NEW BUSINESS:

- **RESOLUTION 01-2024: Authorization to Allow Local Residents to Protest in Writing to Board of Review**
Motion by Nugent and seconded by Snow. Roll call vote: Nugent, Aye; Raad, Aye; Acker, Aye; Snow, Aye; Baker, Aye. All in favor motion carried.

- **RESOLUTION 02-2024: A Resolution Establishing Poverty Guidelines for Exemption from Property Tax Contributions**

Motion by Acker and seconded by Baker. Roll call vote: Nugent, Aye; Raad, Aye; Acker, Aye; Snow, Aye; Baker, Aye. All in favor motion carried.

- **RESOLUTION 03-2024: Resolution Waiving Penalty Fees and Interest for Failure to File a Property Transfer**

Motion by Baker and seconded by Snow. Roll call vote: Nugent, Aye; Raad, Aye; Acker, Aye; Snow, Aye; Baker, Aye. All in favor motion carried.

- **BUDGET AMENDMENTS – Transfers from Income to Expense Accounts**

Nugent motion to approve the adjustments with a second from Baker. Roll call vote: Nugent, Aye; Raad, Aye; Acker, Aye; Snow, Aye; Baker, Aye. All in favor motion carried.

	Amount	Expense Acct.	Amount
1000502 ARPA	\$2,027.80	1265726 Bldg/Grds Supplies	\$2,027.80
1000502 ARPA	\$10,813.97	1265930 Bldg'Grds Repairs & Maint.	\$10,813.97
1000676 Election Reimbursement	\$2,234.25	1262726 Election supplies	\$49.85
		1262701 Election Inspector Hourly	\$902.50
		1262727 Election Postage	\$282.40
		1262728 Election software/tech support	\$915.00
		1262860 Election Mileage	\$84.50

Nugent motion to recess regular board meeting at 6:50 P.M. with a second by Acker.

ALL TO ORDER - ELECTION COMMISSION MEETING

- Raad presented the names of the election inspectors for the February 27, 2024, Presidential Primary Election. All inspectors may work the entire day.

Acker motion to accept names and positions for the February 27, 2024, Presidential Primary Election with a second by Nugent. Motion carried.

Acker motion to adjourn the Election Commission at 6:52 P.M. with a second by Nugent. Motion carried.

Acker motion to reconvene regular board meeting at 6:53 P.M. with a second by Baker. All in favor. Motion carried.

Public Comment:

Board Privilege: Raad stated that Election inspector training will be held at the Lake Co. Clerk's office on Wednesday, 1/31/24 from 1-3 P.M.

Acker motion to adjourn board meeting at 6:55 PM with a second by Nugent.

Respectfully Submitted,


Bail Raad, Sauble Township Clerk