

SAUBLE TOWNSHIP BOARD

MEETING MINUTES

NOVEMBER 8, 2021

CALL TO ORDER: 7:00 pm

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

Agenda Revisions: Raad motion to add as last item in new business what account should be created at LOSB to receive ARPA Funds with a second from Acker. All in favor. Motion carried.

MINUTES: Moved by Acker to approve October 11, 2021, minutes, second by Baker. All in favor. Motion carried.

Board Reports:

Supervisor: Announcements/Information/Reminders

- ARPA Approval and 1st Disbursement - \$18,107.50
- Community Garden – Crop rotation in 2022, Plots need to be cleaned up.
- Spectrum Switchover from Gold Comm – Township calls will be transferred to Mary Ann Nugent’s cell phone from 6 am to 4 pm
- Lake County Reapportionment Plan 2021
- Road Millage ends 2023
- Short term rentals - HB 4722 passed in the house
- Draft copy of newsletter

Work:

- Treasurer to transfer \$2575.00 from Playground account to Public Improvement account.
- Kurt Schindler continues to bill the township at a reduced rate for his consulting services in regard to the Master Plan and Sauble Zoning Ordinance.
- Acker motion to approve bills & payroll with a second from Baker. All in favor. Motion carried.

Treasurer:

No report as treasurer is absent. No notification to board.

Trustees:

- No comments

Public Comment: Bob Woolever stated concerns of deputy treasurer being related and deputy should be present if treasurer not available. Paul Raad questioned how township is to function financially with no treasurer present. Don Arquette opposed to short term rentals – 4 rental properties on island, too many cars, noisy. Rusilowski asked if township has a noise ordinance. Nugent responded that letters have been mailed to owners; however, waiting on the decision from the House & Senate on short term rentals before pursuing legal action.

Dignitary Reports:

Gary Nugent, SEE Fire Board: Sauble had three medical & 0 fire. YTD fire runs is 228

Gary Nugent, SEE Joint Building Authority: Trusses are going up today. Contractor requested another extension as large doors are not available. Fischer Propane bid of \$1.59/gal for the fire station.

Don Arquette, County Commissioner: Gave his report.

Lake County Sheriff Department: Sheriff Martin stated ORV workshop will be held on 12/10/21 at 1 PM. Avenza app can be downloaded for free which will have maps & GPS tracking for forest roads. House passed bill that wheeled traffic can't use mixed use roads during the winter if they have been groomed for snowmobiles. Goes to the Senate. Sheriff Martin was wearing the new department uniform, professional looking.

Lake County Road Commission: Shawn MacDougal here to discuss the brine contract and LCRC matching funds for local road improvements.

- Brine Contract – Lake County Road Commission will be purchasing equipment so the road commission can brine the roads. 13.84 miles in Sauble Township which will be brined by May 31, 2022, and July 29, 2022.
 - Raad motion to accept the 2022 local road brine agreement between LCRC in co-operation with Sauble Township at a cost of \$4034.36 with a second from Baker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Baker, yes. All in favor, motion carried.
- LCRC matching funds for local road improvement
 - A three-year program where Sauble Township has been allocated \$21,784.11 per year. If funds not used during that time, then the funds are unavailable.
 - Gravel would be spread on the road after road is graded and ditches are made to hold the gravel.
 - Nugent & Raad rode with Sean MacDougal for the LCRC input on roads that require work.
 - Road from 5 Mile to 6 Mile and 6 Mile Rd going east to Sauble Lake Shores would have the most impact on people.
 - Nugent will contact Leroy Williams of the above 2 roads. The township would be interested in committing funds in 2022 in the amount of \$43,568.22.

Land Use Administrator's Report:

- Bill Rodgers issued three land use permits
 - Will contact Terry Felty regarding the Scott Young place on Mac Rd.
 - Clem violation was issued on 10/21/21. Any updates as vehicles continue to be moved in and out.

COMMISSION/BOARD REPORTS:

Planning and Zoning:

- **Master Plan**
 - Will be adopted this evening per Jim Sharp.
- **Zoning Ordinance**
 - Meetings continue and Kurt Schindler bills per meeting not by hour so meetings are now being held for 2 hours
 - Both December meetings will be posted on mailbox outside as they are considered Special meetings.
- **Zoning Board of Appeals**
 - Musselman and Bultema variance hearings were held on October 16, 2021. Baker will have the minutes available by the end of this week.
- **Board of Review**
 - Meeting on December 14, 2021, at 1 PM.

Unfinished Business:

- **Tax Bill mailings – KCI**
 - Abbey Sisson was to present KCI vs. Twp Cost Analysis (as requested since July)
 - Board has not been notified & board motion made at October meeting stated KCI would be the provider
 - Has Sisson communicated with them?

- KCI envelope contained general information.
- Tax bills must be mailed out by December 1, 2021
- **Treasurer Concerns**
 - **Communication when gone?**
 - None, also no notice of absence at tonight's meeting
 - **Official Receipt Book ordered? Reported out of the official receipt books on 7/6/21**
 - Has Sisson received them? Have they been ordered?
 - **Timely receipts provided to clerk for reconciliation?**
 - Checks and cash have not been picked up since October 11, 2021
 - Clerk can't approve treasurer's September 2021 LOSB reconciliation
 - Different dollar amounts on one deposit, what is the reason?
 - Eden Township deposit made on Sauble's account
 - Bad check in the amount of \$25 pertains to what batch?
 - June meeting minutes addressing Baird, Cotter and Bishop audit
 - Treasurer to check weekly if deposits are to be made
 - Have cash and checks on hold since October 11, 2021
 - Will become issue at next audit as nothing has changed
- **Response to Baker-Tilly? - Annual Continuing Disclosure Report (email forwarded 9/23/21)**
 - Has Sisson provided information?
- **Resolution 11-2021 Censuring Township Supervisor for willful neglect of duty**
 - Still not compliant, asked to resign
 - Checks for tax bills not being cashed, bills and payroll approved for payment, however, treasurer not available to sign
 - Deputy treasurer should have been present to sign the checks.
- **Resolution 12-2021 Sauble Township Board Member Code of Ethics**
 - Sisson signed the resolution
 - Non-compliant
- **Recall:**
 - Citizens can begin process after November 20, 2021
 - If resigns, treasurer will be appointed. New deputy will be named.
- **Township Attorney and Township Auditor will be contacted**
 - Township incurs costs due to treasurer's actions

New Business:

- **Resolution 13-2021**
 - Acker motion to adopt the Sauble Township Master Plan with a second by Nugent. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Baker, yes. All in favor, motion carried.
- **Resolution 14-2021**
 - Nugent motion to adopt the annual monthly meeting schedule for Sauble Township Board of Trustees with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Baker, yes. All in favor, motion carried.
- **Resolution 15-2021**
 - Baker motion to adopt annual monthly meeting schedule for Sauble Township Planning Commission with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Baker, yes. All in favor, motion carried.
- **Snowplowing Contract – Matt Riggs**
 - No change in price, \$45 for 2". Will keep path open to propane tank, trash can, steps.

- **ARPA Funds:**

- Nugent motion for ARPA funds to be deposited into a new checking account at LOSB with the following signatories on the account, Abbey Sisson, Lillian Hasenbank, Gail Raad and Linda Snow with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes; Baker, yes. All in favor, motion carried.

Public Comment: Woolever inquired if financial discrepancies are a part of the minutes. "Ghost" fund (uncategorized income) was set up by Ryan Howell of Baird, Cotter & Bishop.

Gary Nugent thanked Tom Snow for replacing the plexiglass on the outdoor sign.

Board Privilege: Acker stated that township is close to a citizen recall. She asked Sheriff Martin the process. He responded that recall is based on facts, neglect of duties. Petition would go before judge, county treasurer, county clerk. If granted, citizens would then petition the qualified voters of Sauble Township to sign. Clerk verifies signatures. Elected officials can sign the petition, however; cannot initiate. Raad will contact Patti Pacola on the recall process.

Baker was on Zoom calls while in the township. People commented on the building and how they wished they could be a part of a small community.

Adjournment: Baker motion to adjourn at 8:42P.M. with second from Acker.

Respectfully submitted,



Gail Raad
Sauble Township Clerk