

ESCANABA TOWNSHIP BOARD MEETING MARCH 14, 2020

2022 cmc

7:30 pm Escanaba Township Hall 4618 Co 416 20th Rd Gladstone MI 49837

Meeting called to order at 7:30PM by Supervisor Tom Rymkos. Supervisor opened the meeting by leading The Pledge of Allegiance. Treasurer, Kim Knauf-Wycoff recited an opening prayer.

Roll Call: Members present are Treasurer, Kim Knauf-Wycoff. Clerk, Theresa Chenier. Trustee Al Gareau. Supervisor, Tom Rymkos. 4 members fulfill a quorum of the board. There is one open Trustee position to complete the 5 member board.

Trustee Gareau made motion to approve the Agenda as presented. Clerk Chenier Second. All in favor. Motion passed.

Treasurer Knauf-Wycoff made a motion to approve Feb 14, 2022 meeting minutes as presented. Theresa C second. All approve. Motion passed.

Financial Report was reviewed. Treasurer Knauf-Wycoff stated the Balance Sheet is reconciled with the bank statement. They will be sending out statements billing calls outs for the fire department. She found that the assessor fees were unpaid in 220/2021. \$5500 is needed to pay the back fees.

Clerk Chenier made motion to transfer \$450 from Road Fund to dues. Al G Second. All in favor. Motion passed.

Treasurer Knauff-Wycoff made motion to transfer \$80 from Road Fund to Township Hall Supplies. Trustee Gareau second. All in favor. Motion passed.

Contracted snowplowing did not have a line item in previous budget. **Treasurer Knauf-Wycoff made motion to transfer \$3500 from Road Fund to Maintenance. Trustee Gareau second. All in favor. Motion passed.**

Clerk Chenier made motion to transfer \$150 from Road Fund to Deferred Compensation. Trustee Gareau second, All in favor. Motion passed.

Trustee Gareau made motion to transfer \$1800 from Road funds to Payroll taxes. Clerk Chenier second. All in favor. Motion passed.

Treasurer Knauf-Wycoff made motion to transfer \$500 from Road fund to Training. Trustee Gareau second. All in favor. Motion passed.

Trustee, Gareau made motion to approve the financial report with transfers. Theresa C second. All in favor. Motion passed.

Supervisor Rymkos received a letter from the Gladstone Library acknowledging appreciation for the amounts they received from area townships and the City of Gladstone.

PUBLIC COMMENTS: NONE

Matt Rian gave the Fire Department Report. HE stated March 15, 2022 the department will be holding election at Besse Hall at 7:00 pm. He hopes to become the New Fire Chief. There were 3 call outs this past month. He will be applying for 2 grants. April 13, 2022 is Fire Chief meeting. Clerk Chenier asked for all call out billings to be dropped off at the Township Office so they can be mailed out timely to collect payment for services.

Motion was made by Al G to close the regular meeting and to open the Budget meeting. Theresa C second. All in favor. Motion passed. Regular meeting closed at 7:55pm. Budget Meeting opened at 7:55 pm.

Supervisor Rymkos read aloud the Salary Resolution. Per MCL 41.953.

Treasurer Knauf-Wycoff made motion to make change to Treasurer salary to \$25836.25 annual. Clerk Chenier second. Verbal vote: Trustee Gareau YES Knauf-Wycoff YES Chenier YES Rymkos YES. Motion passed. Resolution adopted was declared by Supervisor. This calculates to a decrease taking into regard to additional monies received for collecting taxes is not all salary income.

Supervisor, Clerk and Trustees will not have a salary change.

Trustees are paid \$200 monthly with \$50 for special or extra meetings.

Zoning Administrator is paid \$25 hour, \$20 per permit and mileage.

Grounds Keeper \$8575 Annual

Cemetery Sexton \$200 month

Tavern Inspector \$840 annual

Janitor \$18 hr

Event Coordinator \$18

FOIA Coordinator \$18. FOIA bill out time will be changed to \$18 from \$15.

Off-site training will pay \$100 per diem.

Planning Commission Chairperson \$55 per meeting. Meeting exceeds 2 hrs, additional \$25

Planning Commission Members \$50 per meeting. Meeting exceeds 2 hrs additional \$25

Planning Commission Secretary \$18 hr. Up to 35 hours a month. Plus mileage

Zoning Board of Appeals \$30 per meeting. Meeting exceeds 2 hrs. additional \$25

Fire Chief \$350 monthly = \$4200 annual

Assistant Fire Chief \$250 monthly = \$1800 annual

Fire department members \$10 per day (Fire truck maintenance) and \$10 per meeting

Board of Review \$25 hr

Election workers \$13.hr Chairperson \$13.75 hr Election workers \$10 hr training

Cemetery fees: \$400 to open/close the grave

\$150 infants

\$150 cremation

\$400 for plot. Includes perpetual care.

Township Hall rental \$650 plus a \$100 deposit. Deposit returned if no damage. Fri-Sun. This amount goes into effect as of today March 14, 2022. An Insurance rider showing coverage is required and a rental agreement must be signed.

\$75 Hall Upstairs only. No alcohol

\$75 Downstairs only. No alcohol.

\$150 with Kitchen.

\$150 plus \$50 deposit for Escanaba Township Pavilion rental. Deposit refunded if no damage.

Motion to approve salary changes and pay changes made by Treasurer Knauf-Wycoff. Second by Clerk, Chenier. All in favor. Motion passed.

Budget Line Items: ARCA Grant monies require specific itemized tracking. Can be used for Building Maint and Repairs. Will be receiving second portion this fiscal year. Fire Department turn out gear is tagged to be paid for using ARCA grant monies.

Penoza Pest Control was contacted for quote on Besse Hall, Township Hall and fire hall. Spectrum will be contacted to make service change to be: Internet at both fire halls. No phone. No TV. Pumper Truck needs repairs. Repair estimate has been requested from CSI of Grayling, MI Replacement cost is between \$750,000 - \$800,000. Grass truck replacement cost approx. \$130,000.

The Escanaba Township Appropriation Act was read aloud by Supervisor, Rymkos.

Chief Administration Officer is Township Supervisor

Fiscal Officer is Township Clerk and Supervisor

Budget Hearing Notice was published in newspaper print February 25, 2022 and hearing held March 14, 2022 at the Escanaba Township Hall.

Estimated revenue for 2022 \$665,227. Estimated 2022 expenses = \$539,570.50

Section 12 of Appropriation Act does not pertain to Escanaba Township. **Clerk Chenier made motion to remove Section 12. Trustee Gareau Second. All in favor. Motion passed.**

Resolution passed March 14, 2022.

Trustee Gareau made motion to add Clerk Chenier to be a contact for website with Josh Godfrey, website facilitator. a Knauf-Wycoff second. All in favor Motion passed.

Trustee Gareau made motion to close Budget Hearing at 8:45 pm and re-open and resume regular meeting at 8:45 pm. Treasurer Knauf-Wycoff second. All in favor. Motion passed

Supervisor Rymkos announced Dan Marenger applied for the Cemetery Sexton position. **Treasurer Knauf-Wycoff made motion to appoint Marenger as Cemetery Sexton. Second by Trustee Gareau. All in favor. Motion passed**

Clerk Chenier made motion to post the Planning Commission "Draft" Solar Ordinance on the website. Second by Treasurer Knauf-Wycoff. All in favor. Motion passed.

The Future Land Use Map was reviewed. **Clerk Chenier made motion to approve the Planning Commission's presentation of the Future Land Use Map. Trustee Gareau second. All in favor. Motion passed.**

Motion made by Trustee Gareau with second by Treasurer Knauf-Wycoff to approve Supervisor Tom Rymkos to sign property purchase title documents as agent for Escanaba Township. All in favor. Motion passed.

Supervisor Rymkos announced the Board is still looking for a member. Ad was placed in paper but no response yet. Planning Commission also needs 2 members. Trustee Gareau will talk with Ron Hughes to fill the temporary position.

Letterhead and business cards need to be ordered.

Treasurer Knauf-Wycoff made motion to approve payroll policy and record of hours. Second by Trustee Gareau. All in favor. Motion passed. Policy includes a pro-rated salary based on time worked during the month.

Clerk Chenier announced there is not a Liaison report for the Planning Commission. That meeting was cancelled due the fact of not having a quorum present. Cathy Culliton, Scott Knauf and Carla Beauchamp have all been sworn in for their new duties. It is a possibility the Planning Commission may become a 5 member board again.

Trustee Gareau thanked all those in attendance stating how nice it is to see community involvement at the meetings.

No Delta County Commissioner Report. No Commissioner present.

9:19 Board proceeded to pay bills

Motion to adjourn meeting made by Clerk Chenier. Second by Trustee Gareau. All in favor. Motion passed. Meeting adjourned at 9:37pm.

The next meeting of the Escanaba Township Board is scheduled for April 11, 2022 7:30 pm at the Escanaba Township Hall

4618 CO 416 20th Rd Gladstone, MI 49837. 906-786-6200

Should you need assistance to attend a meeting please contact Cathy at 906-280-6182.

Minutes prepared by Cathy Culliton, Recording Secretary