

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MONTHLY BOARD MEETING
AUGUST 14, 2024

The Public Hearing to hear the comments on the proposed five year parks and recreation plan was called to order at 7:00 p.m. followed by the pledge to the flag. Scott Mueller said that he is in favor of the proposed parks and recreation plan and commented that there have been posts on Facebook giving a thumbs up to changes/events that have been happening with the park. He stated that he has received all positive feedback from everyone he has spoken to. Carrie Kot spoke in favor of the plan and about how happy she was with her visit to the farmers market. She stated how beautiful everything looked and how nice the vendors were.

Butler made a motion to adjourn the Public Hearing. Support was given by Reliford. Motion carried. The Public Hearing was adjourned at 7:08 p.m.

The August board of trustees meeting was called to order immediately following the close of the Public Hearing.

Roll call was taken with Butler, K. Scott, Reliford, Kot, and Jackson all present.

The consent agenda was approved with a motion by Reliford and supported by Keith Scott. Motion passed. The consent agenda consisted of the July meeting minutes and the July financial statement, The financial statement for July is as follows: CD's \$75,584.45, revenue sharing \$433,372.97, park acct \$14,517.93, A.R.P.A. \$8,720.07, fire millage \$56,715.98, road millage \$166,683.41, tax acct \$74,131.70, trust & agency \$9,808.20, bldg. admin. \$19,310.98, and the general acct. \$202,544.00. Accounts payable for July had a total paid expenses of \$14,729.33 paid out of the general fund.

Butler made a motion to increase the free tire drop off for dumpster day from two tires to four tires per township resident with ID check. Reliford supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Clerk, Jackson informed the board that the August State primary election went smoothly and everything was able to get cleared up with the Joint Early Voting Agreement with Kenockee Township. Overall, Early Voting had a total of 48 voters which was less than the 81 total voters that utilized Early Voting in February.

Jackson said this Early Voting election cycle cost the Township roughly \$87.89 per early voter. Jackson informed the Board that the election drop box reimbursement of \$698 is expected to be issued by October 31, 2024. Jackson also had a bill for \$860.69 from Election Source for 6 new rolling ballot bags and 5 new test ballot bags. These are needed for all of the new security requirements with Early Voting and transportation of timely received military ballots to the county. Kot made a motion to approve the bill from Election Source for the new ballot bags and was supported by Butler.

All in favor Aye: 5 Nay: 0

Motion passed.

Treasurer Kot informed the Board that the Panini machine is up and running. She said she has only received a few complaints from residents not being able to pay their taxes at Choice One Bank. She has also had Village of Emmett residents coming in trying to pay their tax bill which we do not accept.

Kinetico hasn't serviced the Town Hall's water softener since March. Their office has had a total change over and they contacted the Township to set up dates to get on a regular service schedule as per the Township's service agreement with Kinetico. The Township currently needs a head change on the softener and extra filters.

Currently, the Emmett Township Park has received \$135 in park donations. King and King needs to be contacted on how to create a new budget line item to best record money coming in and out of the Park Account for donations. A future budget line item in the Park Account also needs to be set up for advertising and other new expenses associated with the park improvements being made. Advertising bills for the park will currently come out of the Dues and Subscriptions line item in the General Fund. Clarification was also made to have all lawn care and snow plowing be paid out of the General Fund Account and to transfer half of the expense money on a quarterly basis from the Park Account into the General Fund. The costs of the dumpster for the Township Hall will also be split between the General Fund and Park Accounts while the Porta John bill will all be paid out of the Park Account.

Resolution #24-16: Approving the 2025-2029 Parks and Recreation Plan and authorizing the submission of the plan to the Michigan Department of Natural Resources. The resolution was approved with a motion by Reliford and supported by K. Scott.

All in favor Aye: 5 Nay: 0

Motion passed.

The Board discussed using the 2024/2025 County Rd 50/50 matching grant money for Keegan Rd culvert that needs to be replaced north of Burt Rd. The estimate is \$65,000 for the project. Ditching on Rynn Rd per a land owners request was also discussed for next year. The engineers are finalizing and getting the tubes needed for the Rose and Carney Rd project.

The Board did not account for a \$673.03 bill that was already spent out of the gravel/limestone budget line item when discussing the total overall limestone haul line item for the 2024-2025 budget year at last month's meeting. Butler made a motion to spend \$54,923.04 over this year's budgeted amount of \$86,035.55 to go towards the total limestone haul, not \$54,250.01 K. Scott supported the motion.

All in favor Aye: 5 Nay: 0

Motion passed.

Butler made a motion to use \$2,417.43 of this year's ARPA funds to pay the invoice to crack seal the Emmett Township parking lot. K. Scott seconded the motion.

Roll call vote: Keith Scott; Yea, Reliford; Yea, Kot; Yea, Jackson; Yea, and Butler; Yea. Motion passed.

Treasurer Kot received an email for the King and King audit invoice that has not been paid. Clerk Jackson has been trying to contact someone from the accounts receivable department to figure out where the initial bill was sent to and to make sure that they have to correct contact email up to date. Butler made a motion to pay \$5,537.80 to King and King for performing the 2023/2024 fiscal year audit.

Reliford seconded the motion. Roll call vote: Reliford; Yea, Kot; Yea, Jackson; Yea, Butler; Yea and Keith Scott; Yea. Motion passed.

Treasurer Kot informed the Board of different trainings that will be coming up in Frankenmouth.

The Planning Commission informed the Board that they needed to appoint an alternate. Butler made a motion to appoint Michael Hull as the alternate to the Planning Commission for a 4yr term. K. Scott supported.

All in favor Aye: 5 Nay: 0

Motion passed.

The Clerk will look into term dates for planning, Board of Review, and other non-elected officials to see what other appointments may need to be made.

The Park Committee informed the Board of an Eagle Scout bench and bird house project for the park. Scott Mueller suggested having the individual set up a spot at one of the Farmers Markets at the Township Hall to solicit donations for the project. Butler informed that there can be no monetary exchanges from the Township to the Eagle Scout for the project.

Motion by Reliford and support by K. Scott to adjourn the meeting. Motion carried. Meeting was adjourned at 8:08 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Stephanie Jackson', with a long horizontal flourish extending to the right.

Stephanie Jackson, Clerk