

EMMETT TOWNSHIP BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
JUNE 12, 2024

The June board of trustees meeting was called to order at 7:00 p.m. followed by the pledge to the flag.

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

The consent agenda was approved with a motion by K. Scott and supported by Reliford. Motion passed. The consent agenda consisted of the May 8 meeting minutes. The financial statement for May is as follows: CD's \$75,573.33, revenue sharing \$541,764.88, park \$16,581.29, A.R.P.A. \$14,308.18, fire millage \$56,670.29, road millage \$166,482.07, tax acct. \$2.00, trust & agency \$7,801.41, building admin, \$16,993.22 and the general fund \$39,093.54. Accounts payable had paid expenses of \$17,438.91 less 160.73 for the April electric bill making the total May expenses \$17,278.18 paid out of the general fund.

Supervisor Butler informed the board members that he received a new quote for another printer that was not comparable. He also stated that the 2024 gravel haul is expected to be done by next week.

The new paint job for the lobby has been completed by Treasurer Kot. Kot also informed the board that she would like to install a through-wall deposit drop box that goes into her office instead of the one she has been currently attaching to her window ledge.

Clerk Jackson informed the board that the AV drop box reimbursement and Presidential Primary election reimbursements have been submitted. She has no estimate as to when the Township can expect to receive these reimbursements.

The public had an opportunity to share comments regarding desired improvements at the Emmett Township Park, in preparation for a Five-Year Parks and Recreation Plan to be completed in August 2024 and submitted to the Michigan Department of Natural Resources by October 1, 2024. Guests liked the idea of having something different than what's offered at neighboring parks. Lots of discussion revolved around the development of a nature trail. Ideas for the nature trail included QR codes to be scanned to educate individuals of different plants and animals that can be seen on the trail, possibility of fitness stations, scavenger hunts, bird and bat

houses, and a butterfly/hummingbird garden. Other ideas mentioned by the public included a well pump simulation station and a dog run. There were different event suggestions presented as well. Ideas included yoga classes, a farmers market, and plant swaps.

Members from the Park Committee discussed hopes for a match money grant to help install the walking trail and a DNR grant for the development of a pavilion. The Board was informed that the Master Plan for the park is in progress.

Members of the Township Board discussed moving the porta potty across the parking lot into a brick enclosure to be near the playground area. Possible donations for the park projects were discussed as well which lead to a discussion of the possibility of personalized donation bricks/plaques and memorial benches.

Resolution #24-13: Approving the current Parks and Recreation Maintenance Policy and Plan for Emmett Township. The resolution was approved with a motion by K. Scott and supported by Kot.

All in favor Aye: 5 Nay: 0

Motion passed.

Resolution #24-14: Approving and Authorizing a grant application to the St. Clair County Parks & Recreation Commission for consideration of partial funding for a Nature Trail at the Township Park. The resolution was approved with a motion by Reliford and supported by Jackson.

All in favor Aye: 5 Nay: 0

Motion passed.

Butler made a motion to approve the Park and Recreation millage distribution application for this year's funding of \$12,992 and was supported by Kot.

All in favor Aye: 5 Nay: 0

Motion passed.

The Carney Rd bridge replacement over white drain at an estimated cost of \$95,000 is set to be done in 2025. Monies are planned to come out of the Governor Simasko ARPA funds.

The crack sealing on Bryce Rd for a cost of \$15,000 to come out of the County Commissioner ARPA money has been completed. Miller Rd and Imlay City Rd culverts have now been replaced as well.

The costs for the Rose Rd and Carney Rd project for new culverts and ditching have come in less than what the Township was told. Supervisor Butler is going to

double check the numbers before approval and will bring back to the next board meeting.

Butler made a motion to use ARPA funds for the \$4,000 crack seal work order for the Township parking lot. K. Scott seconded the motion.

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

An Assessing database request fee for a FOIA request was discussed. A possible per parcel price was mentioned. A fee schedule and policy resolution would need to be created. More research and information will be brought to the next board meeting.

Butler received a quote from Jeff's Rubbish for a Township Dumpster Day. Jeff's Rubbish no longer provides a packer or personnel. They will provide 30 yard roll offs in the amount of \$525 each. Three roll offs were recommended. The Township will contact Demaray for tire disposal. Clerk Jackson also spoke with Marcotte about a quote for dumpster day. She was informed that the prices would be at least the same as they were last year. The person she spoke with was not sure if there has been any increase in costs and said she would get back with her. A tentative date of September 21, 2024 has been set for Dumpster Day.

Butler made a motion to get a 2-yard dumpster from Jeff's Rubbish for the Township Hall on trial run. It will cost \$205 per quarter and will be dumped once a week. K. Scott seconded.

All in favor Aye: 5 Nay: 0

Motion passed.

The L-4029 was signed by the Township Supervisor and Clerk.

The Logic and Public accuracy test date for the August 6, 2024 has been scheduled for Friday, June 28 at 8:00am. The Public Accuracy testing will begin at 9:30am.

Emmett Township is currently the administrator of a Nationwide deferred comp program. The last two employees that were contributing to the plan are no longer township employees. Jackson made a motion to inform Nationwide that we wish to no longer be the administrators of the Nationwide plan. Butler supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Butler made a motion to approve the bills for the month of May lawn maintenance and a toner purchase for the Town Hall. K. Scott supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Treasurer Kot informed the board that we will no longer be using Choice One Bank to accept tax collections for the Township. Kot discussed the need for an office change fund for the sole purpose of making change and is not to be used to purchase anything. Butler made a motion to approve an amendment to policy number 4.17 to remove petty cash and to replace with an office change fund.

Reliford supported.

All in favor Aye: 5 Nay: 0

Motion passed.

Kot also discussed using a remote deposit capture to deposit checks. This would save the township mileage money as it eliminates the need to make frequent stops at the bank for deposits.

Insured sweep accounts are being further looked into as an option for our revenue sharing money. A six to nine month emergency savings fund was also discussed.

June 17 our PPT delinquent taxes that are over 5 years old go to the court along with other Township's filings to be stricken.

Butler made a motion to approve the T-Mobile generator site plan amendment to install a 48sq foot concrete pad with a generator. Reliford seconded. Motion carried.

The Planning and Park committee gave their reports.

No report from the enforcement officer.

Correspondence: Tri-Hospital EMS reported to Supervisor Butler that the allocation of millage funds into our service agreement has filled the gap between the cost of providing ambulance services and the insufficient revenue generated from third-party payers.

Butler made a motion to adjourn the meeting, supported by Reliford. Meeting was adjourned at 8:41p.m. Motion carried.

Respectfully submitted,

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

Stephanie Jackson, Clerk

