

Charter Township of Breitung
Board of Trustees Regular Meeting
Main Board Room – Breitung Township Hall
Monday, April 29, 2024

The meeting was called to order by Supervisor Olson at 7:00 p.m.

Roll Call: Present: Trustee Day, Trustee Rochon, Supervisor Olson, Clerk Larson, Treasurer Maki, Trustee Taff and Trustee Peterson. **Absent:** None.

Also Present: Superintendent Mulka, DPW Superintendent Davis, Assessor Murawski, Fire Chief Rose, Asst. Fire Chief Marshall, Deputy Polzien, Jim Paul (The Daily News), Mike Ireland, and Sharon Reuter.

Invocation given by Trustee Peterson and the pledge recited by all.

Public Comment: None.

Approvals:

Approval of Agenda: **Motion** by Supervisor Olson, **seconded** by Trustee Taff to approve the April 29, 2024 Agenda, as presented with the changes to move 8g Personnel Committee update as a subsection to 8c as 8c2 and then add 8g Spring Cleanup. **Vote: Unanimous, motion carried.**

Approval of Minutes: **Motion** by Trustee Rochon, **seconded** by Trustee Day to approve the April 8, 2024 Regular Board Meeting minutes, as presented but striking out the word "the" and change to the word "to" on Page 2 Parks & Rec Committee Recommendation section, line 3, "...allowing the Committee to receive". **Vote: Unanimous, motion carried.**

Approval of Minutes: **Motion** by Trustee Rochon, **seconded** by Trustee Day to approve the April 11, 2024 Special Board Meeting minutes, as presented but striking out the sections Public Comment and Board Discretionary Time as those were not addressed at the meeting. **Vote: Unanimous, motion carried.**

Public Hearing: Cemetery Ordinance Amendments: **Motion** by Trustee Rochon, **seconded** by Trustee Day to close the regular session and enter into a Public Hearing for the Cemetery Ordinance Amendments. **Vote: Unanimous, motion carried.**

No public comments or concerns were made in reference to the cemetery ordinance amendments.

Motion by Trustee Rochon, **seconded** by Trustee Day to close the public hearing and return to regular session. **Vote: Unanimous, motion carried.**

Old Business:

Highline Zoom presentation on Fiber optic install: Zoom link not received. Will be viewed at a later date.

Resolution 4292024 Solid Waste Plan: Resolution had been completed on July 24, 2023; no further action needed.

Final reading of Cemetery Ordinance Amendments: **Motion** by Trustee Peterson, **seconded** by Trustee Taff to approve the Cemetery Ordinance Amendments as presented. **Roll Call Vote: Ayes:** Day, Rochon, Olson, Larson, Maki, Taff and Peterson. **Nays:** None. **Motion carried.**

DPW Budgeted Requests:

Parks & Rec Woodchips: **Motion** by Trustee Taff, **seconded** by Treasurer Maki to approve the proposal from Penchura of Brighton, MI for the purchase of 240 cubic yards of engineered wood chips in the amount of \$7,296. **Vote: Unanimous, motion carried.**

F550 Dump Truck RFP: **Motion** by Supervisor Olson, **seconded** by Trustee Taff to approve putting out for bids for a 550-size dump truck. **Vote: Unanimous, motion carried.**

Commercial Mower RFP: **Motion** by Trustee Taff, **seconded** by Trustee Day to approve putting out for bids for a commercial mower. **Vote: Unanimous, motion carried.**

Cemetery Road paving: This will be added to the parking lot/walking path project plan.

New Business:

Fire Number Sign Pricing: Pricing reviewed and will be kept at its current level for now.

Training requests:

Motion by Trustee Peterson, **seconded** by Supervisor Olson to approve assessing training for Ann Gasperich in Marquette May 8-9, 2024, including registration fee of \$374.13, one night's lodging, meals, and mileage. **Vote: Unanimous, motion carried.**

Motion by Trustee Taff, **seconded** by Trustee Peterson to approve a virtual L-4029 Assessing continuing education class for Justin Murawski and Holli Beeck, May 9, 2024, registration fees of \$50 total. **Vote: Unanimous, motion carried.**

The U.P. Spring Water Conference was held April 23-24, 2024 in Harris, MI. Due to time constraints, per policy, Superintendent Mulka approved registration totaling \$310 for DPW's Chris Wilcox and Jose Rivera to attend the conference.

Clerk resignation: **Motion** by Supervisor Olson, **seconded** by Trustee Rochon to regretfully accept Clerk Larson's resignation as of May 31, 2024. **Vote: Ayes:** Day, Rochon, Olson, Larson, Maki, and Taff. **Nays:** Peterson. **Motion carried.**

Personnel Committee update:

Motion by Trustee Rochon, **seconded** by Trustee Day to approve advertising and the interview process for a full-time employee with a tentative title of Accounts Payable Clerk/Elections Manager. **Vote: Unanimous, motion carried.**

Motion by Trustee Peterson, **seconded** by Trustee Taff to approve advertising for letters of interest for the elected position of Clerk to be filled by Board appointment at this time. **Vote: Unanimous, motion carried.**

Fire Department recommendation to hire: **Motion** by Trustee Peterson, **seconded** by Trustee Taff to approve the recommendation to hire Cassandra Bobart as a probationary firefighter assigned to Station 1 in Quinnesec. **Vote: Unanimous, motion carried.**

Dickinson Co Road Commission Road update: No action taken.

Deputy Treasurer on bank accounts: **Motion** by Clerk Larson, **seconded** by Trustee Peterson to add Deputy Treasurer Cameron Mulka to all Township bank accounts. **Vote: Unanimous, motion carried.**

Spring Cleanup: **Motion** by Trustee Peterson, **seconded** by Trustee Rochon to organize and offer a spring cleanup for Township residents, including two weekends and the week in-between, minimum of three dumpsters monitored by DPW and approve overtime for employees to work the extended hours.

Vote: Unanimous, motion carried.

Reports:

Clerk's Financial Report:

Motion by Trustee Taff, **seconded** by Trustee Peterson to approve Clerk Larson's Post Transaction Report from April 4, 2024 through April 24, 2024. **Vote: Unanimous, motion carried.**

Motion by Trustee Peterson, **seconded** by Supervisor Olson to receive and place on file Clerk Larson's Revenue/Expenditure Report and Balance Sheet ending 3/31/2024. **Vote: Unanimous, motion carried.**

Treasurer's Financial Report:

Motion by Trustee Peterson, **seconded** by Clerk Larson to receive and place on file Treasurer Maki's Restricted and Unrestricted Funds and Cash Summary by Bank reports for the month of March 2024.

Vote: Unanimous, motion carried.

Superintendent Report - Highlights: Written report submitted by Township Superintendent Mulka.

Assessor's Report: Written report submitted by Assessor Murawski.

Department of Public Works Report: Written report submitted by DPW Superintendent Davis.

Committees/Boards/Commissions Reports: None.

Board Discretionary Time:

- Happy Birthday Jim Rose!
- Clerk Larson requested a meeting of the Admin Manual Update Committee.
- Treasurer Maki thanked the Board for allowing her to attend the MTA Annual Conference in Traverse City.
- Trustee Peterson requested a Special Board meeting to get updates on Code Enforcement/Dangerous Buildings. A Special Board meeting will be scheduled in the near future.
- Trustee Day commented that he learned a lot at the MTA Annual Conference and was thankful for the opportunity to attend.
- Peterson and Day expressed that Clerk Larson will be missed.
- Trustee Rochon wished Clerk Larson the best. He also stated the Sheriff's Department will be adding a blight report in addition to their regular monthly report to the Board.
- Superintendent Mulka thanked the Board for being able to attend the MTA Conference. There are 1240 Townships in Michigan and is more than double the number of counties, cities or towns. He would like to find out more about qualifications for the Township of Excellence award as a goal to strive for.
- Supervisor Olson is grateful the Board and Township has been allowing him to attend the annual MTA Conference for 20+ years. He stated the Firemen's training dinner went well. He also said the Board needs to schedule dedications for the DPW Building and Park. He announced Donna LaCourt (MI Dept of Agriculture & Rural Development) has agreed to be the keynote speaker at the Dickinson County Township Association meeting on May 20, 2024.

Payment of Bills: **Motion** by Trustee Peterson, **seconded** by Trustee Rochon to approve the bill list in the amount of \$38,842.67. **Vote: Unanimous, motion carried.**

Public Comment: Start Time: 8:48 p.m. End Time: 8:49 p.m. DPW Superintendent Davis expressed appreciation for working closely with Clerk Larson and Deputy Clerk Schaller to carry out Township duties and he also thanked Trustee Rochon for his service to the Township.

Adjournment: **Motion** by Trustee Rochon, **seconded** by Clerk Larson to adjourn the meeting.
Vote: Unanimous, motion carried.

The meeting was declared adjourned by Supervisor Olson at 8:51 p.m.

Respectfully Submitted by,

Reviewed and Approved by,

Wendy Larson
Breitung Township Clerk

Denny Olson
Breitung Township Supervisor