

*Minutes of Mikado Township Board Meeting*

*May 16, 2023*

Supervisor Mary Harmon called the Mikado Township Board Meeting to Order at 7:00 p.m. at the Mikado Civic Center. She welcomed the twenty-two (22) guests that were present and joined in the Pledge of Allegiance to our national flag.

Read by the Supervisor was a resignation letter written by Clerk Deborah Odell effective May 15 due to Health reasons. Motion by Mullins/Nedo to accept this resignation. Motion carried. Motion by Mullins/Travis to appoint Rita Sands to the position of Clerk to complete the term to November 2024. Motion carried. Rita then repeated the Oath of Office given by Supervisor Harmon after which she was declared the Township Clerk.

Roll Call showed Supervisor Harmon, Clerk Sands, Treasurer Travis, Trustee Mullins and Trustee Nedo present. Motion carried.

Requests for additions to the agenda are to 12C Dollar General, To 13F Treasurers Computer and 13G Appointment of Deputy Clerk. Motion by Mullins/Travis to accept the agenda as amended. Motion carried.

Public Comment opened at 7:04 and closed at 7:10. Comments were heard from Larry King, resident of Gustin Township but lives on the township boarder which shares a road with us. He approached Gustin Township and now is asking Mikado Township to repair ¼ mile of Tait Road West of Cruzen Road because of its poor condition. Carrie Mullins made comments on what is happening with the Alcona County Republicans.

The April 18, 2023, minutes were read with changes needed. Supervisor Harmon mentioned last month that the commercial district in Mikado Township was all of the West side. Correction is that Mikado Township's commercial district North of F-30 is on the East and West side of F-41. Regarding the advisory committee for the Civic Center, the name of Deanne was written with no last name. The sentence was corrected to read "& Deanne Adkins". A correction at the end of the minutes was that accidentally Rita Sands was written as the composer of these minutes, but Deb Odell should have remained there as the author. Motion by Mullins/Travis to approve the Regular Meeting Minutes of April 18, 2023, approved as amended. Motion carried.

The Financial Report for April 2023 was given by Treasurer Travis as follows: The General Fund balance brought forward was \$245,755.81 with receipts of \$17,061.17, less disbursements of \$15,670.18, leaves a balance in the General Fund of \$247,146.80 plus CDs of \$20,000.00 (\$10,000.00 being Stabilization CD) leaves an overall balance in the General Fund of \$267,146.80. The Road MIF balance brought forward was \$101,274.12 with receipts of \$12.09 leaves a balance in the Road MIF of \$101,286.21 plus CDs of \$20,000.00, leaves an overall balance in the Road MIF of \$121,286.21. The Civic Center MIF has an opening balance of \$28,633.02 with receipts of \$4,269.00 which leaves an overall balance in the Civic Center MIF of \$32,902.02. The Fire MIF balance brought forward was \$88,614.24 with receipts of \$12.54, leaves a balance in the Fire MIF of \$88,626.78 plus a CD in the amount of \$10,000.00, leaving an overall balance in Fire Fund of \$98,626.78. Motion by Nedo/Mullins to accept the Financial Report of April as presented. Motion Carried. Supervisor Harmon asked the Treasurer if she had an email for Township business. Reply was "yes but I don't give it out". The Supervisor is getting emails regarding the Treasurers job and the Treasurer should be receiving these emails. Trustee Mullins will assist the Treasurer to set up an email for the "Township Treasurer".

An Amendment to the Budget was not necessary.

Motion by Mullins/Travis to approve the Bills in the amount of \$20,439.21. Motion carried.

## MISCELLANEOUS REPORTS:

District 3 County Commissioner: Commissioner Carolyn Brummund of District #3 was excused because she is out of town.

Assessor: Nancy Schwickert was present. She mentioned that she and the County is reviewing the sales studies. It shows that real estate values are still going crazy. The report 4029 will be completed by meeting time next month to be signed by the Supervisor & Clerk. This is due in September. A meeting is planned for the Assessors/Treasurers on May 26.

Planning Commission: Trustee Mullins mentioned that she received a resignation letter from Nicki Stuit-Bartz because she no longer wishes to be a member of the Planning Commission and Zoning Board of Appeals (for personal reasons and dated May 9, 2023), Motion by Mullins/Travis to accept this resignation. Motion carried. The clerk was asked to send a letter to Nicki thanking her for her service to the Township. A couple of gentlemen from the Dollar General were present with hopes that the PC would approve their wishes to build a Store on commercial land in Mikado. The PC members approved the motion to recommend the plans for this store be approved by the township board on May 16. Chapter 6 regarding the Rec-plan was discussed for the Master Plan. At the next meeting of June 8<sup>th</sup>, they should be ready to review the final draft then they will follow through with the update of the zoning ordinance with Denise Cline.

Roads & Bridges: Supervisor Harmon mentioned that the tour of the roads with manager Jesse Campbell from the Road Commission had not happened yet but will hopefully be done soon. F-41 from the bridge North to town are planned for this year. Response to a question, no, nothing has been done with Andrews Road East of F-41 to our knowledge.

Fire Chief: Fire Chief Wayne Odell was present and mentioned that the Fire Department responded to eleven (11) incidents in April. He further mentioned that the pagers received from Digi com global are here and the company will be here on the 20<sup>th</sup> to train and put them in service. A new state mandate is that all vehicles will need to be supplied with medical epinephrine on all vehicles. Front Line Services will be doing a test on our pumps on trucks 5-1 & 5-2 for approximately \$1,600.00. This test will be done at the same time as Greenbush Township to save on travel expenses. The state of Michigan has opened a 2024 50/50 grant limited to \$5,000.00. Next month Wayne will know what to apply for. Colin Sassman contacted Chief Odell requesting a meeting so he can turn in his gear because he no longer wishes to be a firefighter for Mikado Township. It has been noted that there is a huge amount of surplus at the fire hall that is no longer needed. The Fire Chief asked to have these items inventoried and sold to other departments that could use the items. Consensus of the board was to have the Fire Chief do this.

Ordinance Enforcement Officer: OEO Craig Ostby mentioned that he is working on four complaints. Three land use permits have been issued.

Civic Center Updates: Supervisor Harmon mentioned that the new roof replacement will start on June 1<sup>st</sup>. Hartman will remove the air exchangers located on the roof that are no longer in use. Because of the several projects we have planned for the Civic Center, not sure if we can fit the kitchen updates in this year. Hall rental requests are coming in.

## UPDATES:

The cemetery clean-up has been done and looks good.

Supervisor Harmon mentioned that the Township Attorney is not on board yet but plans to talk to them soon.

Chairperson of the advisory committee for the Civic Center, Kay Lovelace, made comments. The committee met and discussed painting, flooring, enlargement of the kitchen and a LED sign for out front of the Civic Center. A color was chosen by the board with recommendations from the

committee for the painting of the large hall. The price of \$813.08 was quoted for the paint & needed equipment to apply on the walls. This price includes \$46.02 for tax which would not apply after a tax-free certificate is presented. After discussion, the committee mentioned that bingo is not held on Memorial Day, and they have volunteers to do the labor, so the committee requested the painting be done Memorial weekend. Motion by Mullins/Travis to purchase the paint & supplies and have these volunteers paint the hall interior during the holiday weekend. Roll call vote, Harmon-yes, Nedo-yes, Travis-yes, Mullins-yes, Sands-yes. Motion approved. The price of \$16,963.98 was given for the flooring. \$960.23 would be subtracted after the tax is removed. This could be installed during the two-week closing later this year. Enlargement of the kitchen may be necessary. A gentleman will be here to draw up a plan for the set-up of the new equipment to see what will be required for the area we have or will need. We may need to wait until next year to redo the kitchen. Decision to be made at a later date. Discussion of the LED sign for out front will be on the agenda for next month. Grants will be checked out for this.

PENDING BUSINESS:

Two gentlemen from Dollar General were present and gave a short preview of the sketches and plans for the building of a Dollar General Store. After watching the presentation, questions were asked. The start of this project is planned for late summer with the opening late fall. The existing building on the property was sold with the possibility that it will be moved to a different location. The motion by Nedo/Travis to accept the Planning Commission recommendation to approve the plans for the building of a Dollar General Store in Mikado. Motion carried.

Two bids were received for the cleaning of the Civic Center. Doug Travis gave a bid of \$400.00 for the monthly cleaning and \$100.00 for the special cleaning. Ken's Janitorial gave a bid of \$525.00 for the monthly cleaning of a 4 Tuesday month and \$625.00 for a 5 Tuesday month and \$125.00 for the special cleaning. Motion by Mullins/Travis to accept the bid from Doug Travis for the cleaning needs of the Civic Center effective immediately. Roll call vote, Mullins-yes, Travis-yes, Sands-yes, Nedo-yes, Harmon-yes. Motion carried. Clerk Sands will notify Doug of this decision.

Trustee Mullins passed out an adjusted Administrative Procedures packet to be reviewed by the board. Perhaps in the near future, we may need to have a work bee to finalize these procedures. It is necessary to adopt an administrative procedure to assist the board in decision-making. This topic will continue in pending business next month.

NEW BUSINESS:

A contract was presented for review to continue with Everett Leesburg for our open & closing of graves. Motion by Mullins/Sands to approve this contract as written. Motion carried.

With the Civic Center being used more often now, it is important to increase the trash pick-up to twice a month. Motion by Mullins/Travis to increase this trash pick-up to two times a month. Roll call vote, Nedo-yes, Harmon-yes, Sands-yes, Travis-yes, Mullins-yes. Motion carried. Clerk Sands will contact Waste Management to increase the trash pick-up to twice a month.

Motion by Mullins/Travis to approve Resolution #23.11 regarding the Pension Plan Trustee's of Mikado Township being Rita Sands as the Township Administrator and Carrie Mullins as the Alternate Trustee. Roll call vote, Travis-yes, Mullins-yes, Nedo-yes, Harmon-yes, Sands-yes. Resolution adopted.

It is time once again to review & update the contract between Mikado Township and the Alcona County Library. With no changes needed, motion by Mullins/Travis to approve this 3-year contract as presented to the board. Motion carried. Denise Bearre, Library Director, asked if the Library Board could have a meeting in the Conference Room on September 27<sup>th</sup> at 2:00 pm. Consensus of the board is to allow the use of the Conference Room for this meeting.

With a membership opening on the Planning Commission the Supervisor presented the name of

William Spunar for appointment. Motion Director by Sands/Mullins to approve the appointment of William Spunar to the Planning Commission. Motion carried. The clerk asked Mr. Spunar to approach the clerk's station after the meeting for him to take the oath of office.

Mike Sutor which includes a Dell P.C., labor & travel. Motion by Mullins/Nedo to allow the Treasurer to purchase this P.C. Discussion: this should have been brought up at the budget workshop to be added to this budget, should have received a second quote. Roll call vote, Harmon-no, Nedo-no, Travis-yes, Mullins-no, Sands-no. Motion declined. Treasurer Travis was asked to return next month with a second quote.

During discussion of the previous topic, the topic of the newsletter was brought up. We are wondering, because the tax bills are not being done by the county and they are being farmed out to a company that does this professionally, the question would be will they include the newsletter in the mailing? The treasurer will find out.

Clerk Sands asked the guests at this meeting if there was anyone that would be interested in making a commitment to the township to serve as clerk during the next election cycle because that person is who she would like to name as deputy clerk. With no response heard, Clerk Sands announced the appointment of Jesus "Yogi" Yruegas as the Deputy Clerk.

ADJOURNMENT:

Motion by Nedo/Travis to adjourn the meeting at 8:57 p.m. Motion carried.

Orders 21783-21814 were presented and paid.

Receipts 154-160 were received and recorded.

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Rita D. Sands, Clerk

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Mary J Harmon, Supervisor

Motion to accept by:\_\_\_\_\_Seconded by :\_\_\_\_\_Date:\_\_\_\_\_