

April 5, 2021 Alganssee Township Board Minutes

A. CALL MEETING TO ORDER on Monday, April 5, 2021 at 7:31 pm. Supervisor Russ Jennings called the Alganssee Township Board meeting to order. All members were present- Supervisor Russ Jennings, Treasurer Sarah Strong, Trustee Jason Shilling, Trustee Rod Bassage, and Clerk Anne Gary.

PLEDGE OF ALLEGIANCE - Clerk Anne Gary led the United States Pledge of Allegiance.

B. Agenda Additions/Deletions – Motion to approve agenda with the addition of New Business #7. Budget line-item corrections by Sarah Strong. Support by Anne Gary. Motion carried.

C. PUBLIC COMMENT – Kevin Decker, Risk Manager, of Decker Agency presented Proposal of Coverages for Alganssee Township. The annual premium is less than one percent increase over last year. Kevin provided clarification about classification of coverage pertaining to the communicable disease exclusion endorsement. Kevin’s office is located in Portage, MI. He will check into date of prior appraisal for the replacement costs limit of \$259,128 Building & Contents (Administrative offices, 2 cemetery storage buildings).

D MINUTES

D.1. March 2021 Board Minutes - Motion by Jason Shilling to approve minutes with modified language regarding closed meeting. Support by Rod Bassage. Motion carried.

D.2. September 2020 Planning Commission Minutes – Approval of minutes by Township Board. Motion by Sarah Strong to approve. Support by Jason Shilling. Motion carried.

D.3. March 27, 2001 Annual Meeting Minutes - Motion by Rod Bassage to approve. Support by Sarah Strong. Motion carried.

E. TREASURER’S REPORT

April Treasurer’s Report – The Township’s March balance was \$540,494.78 with March income of \$88,378.05 and February expenses of \$22,261.94 giving an April balance of \$606,610.89. The Clerk agrees. Jason Shilling motioned to accept the April Treasurer’s report. Support by Rod Bassage. Motion carried.

F. COMMITTEE REPORTS

F.1. Quincy Fire Association (QFA) – Next meeting for the QFA is Wednesday, April 21, 2021 at 5:30 pm. Supervisor Russ Jennings stated the QFA has been called to handle a significant increase in buildings and grass fires.

F.2. Planning Commission Report – Jason Shilling reviewed the land split at 1023 Lester Road approved by the Planning Commission. Rod Bassage mad motion for Board approval of the land split. Support by Sarah Strong. Motion carried.

F.3. Zoning Board of Appeals – no report.

F.4. Alganssee website – no reported website issues.

F.5. Ordinance Violations – Township Ordinance requirement to remove political signs, banners and flags from yards. Motion by Rod Bassage to run ad in local newspapers requesting compliance. Support by Sarah Strong. Motion carried.

G. OLD BUSINESS

G.1. OLD BUSINESS MTA online courses. Supervisor Russ Jennings plans to participate in the MTA Open Meeting webinar Wednesday.

H. NEW BUSINESS

H.1. Review of Road Commission proposed contract – Sealcoat: Brocklebank Rd 1.42 miles and Campbell Rd 1.50 miles. Total Township cost \$12,918.37. Motion by Rod Bassage to approve contract. Support by Sarah Strong. Motion carried.

H.2. Freedom of Information Act (FOIA) requirements – Need to appoint FOIA coordinators: Motion by Jason Shilling to appoint Clerk Anne Gary as FOIA-1 and Supervisor Russ Jennings as FOIA-2. Support by Sarah Strong. Roll call vote: Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes. Motion carried. Need to set amount (if any) Township will charge to fulfill FOIA requests. Motion to charge at rate of \$20.00 per hour plus \$.10 per page for printing. The first 30 minutes will be at no charge to the Petitioner(s). Clerk Anne Gary will respond to the recent FOIA request received via email.

H.3. Exterminator quotes for Township Hall – will try bug bombs first before, or if, get quotes. The main exterminating issue is the flies inside the building.

H.4. Projects once Covid Relief funds are received by the Township - Anticipated funds of \$193,033 to be received 50% year one and 50% year 2. Supervisor Russ Jennings will research a replacement box for notice posting on the exterior of the Hall. Treasurer Sarah Strong stated a new account will need to be opened for receipt of the funds.

H.5. Planning Commission request to changes dates and times - Bi-monthly meetings will continue until no longer needed to provide meeting sessions to update wind and solar ordinances. Once determined bi-monthly meetings are no longer required, Planning Commission will revert to a monthly meeting on the fourth Tuesday of each month. Until then, the schedule will be the second and fourth Tuesday's at 7:00 pm at the Township Hall. Motion by Jason Shilling to accept modified meeting schedule. Support by Sarah Strong. Motion carried.

H.6. Planning Commission request to appoint Pricilla Dodd as Recording Secretary - Motion by Sarah Strong to create a non-voting position of Recording Secretary. Support by Anne Gary. Motion carried.

H.7. Year 2020-2021 Budget line-items corrections - Township Hall Utilities from \$2,500 to \$2,794.10, Treasurer Salary from \$12,010 to \$12,209.97, Township Board Newsletter from \$373.85 to \$456.70, Township Board Dues from \$5,500 to \$5,557.95. Board members questioned the category title of "dues" with such a large amount allocated to "dues". Motion by Jason Shilling to approve line-item changes. Support by Rod Bassage. Motion carried.

I. Payment of Bills January - Bills presented in the amount of \$32,074.62. Jason Shilling motioned to approve payment of the bills. Support by Rod Bassage. Motion carried.

J. SPECIAL REPORTS

J.1. Zoning Administrator's Report - Matt Ashenfelter, March report, copy provided to the Board. Matt highlighted road frontage to Woodland 2 for upcoming Planning Commission meeting.

J.2. Branch County Commissioner's Report - copy provided to the Board. Highlights from the report: Commissioners reviewing airport zoning ordinance, Towers for 911 services, adopted a resolution encouraging residents to support local businesses.

J.3. Alganssee Library Report- library report read by Russ Jennings. Janice Clark is retiring effective 4-1-2021 after 16 years of service.

J.4. Assessor's Report- Assessor, Erica Ewers, March 1, 2021-March 21, 2021 copy provided to the Board. Virtual and in-person accommodations were provided for the March Board of Review meetings for 31 petitions.

K. Correspondence - Clerk Anne Gary reviewed correspondence received. None required a response.

L. Public Comment - Chairman of the Planning Commission, Rod Carpenter, asked for approval to reach out to consultant and/or attorney for input regarding road frontage to Woodland 2. Motion by Rod Bassage to allow Rod Carpenter to make contact prior to upcoming Planning Commission meetings Monday April 26th and Tuesday April 27th. Support by Sarah Strong. Motion carried.

Supervisor Russ Jennings reminded public in attendance that items requiring a vote must be placed on the agenda prior to the start of the Board Meeting.

M. Next Meeting- The next regular board meeting will be Monday, May 3, 2021 7:30 pm at the Alganssee Township Hall.

N. Adjournment- Jason Shilling motioned to adjourn. Support by Sarah Strong. Motion carried. Board meeting was adjourned at 9:25 pm.

Anne Gary
Alganssee Township Clerk