

# December 6, 2021 Alganssee Township Board Minutes

**A. CALL MEETING TO ORDER** on Monday, December 6, 2021 at 7:30 pm. Supervisor Russ Jennings called the Alganssee Township Board meeting to order. Members present- Supervisor Russ Jennings, Treasurer Sarah Strong, Trustee Rod Bassage, and Clerk Anne Gary. Member absent – Trustee Jason Shilling.

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

**B. Agenda Additions/Deletions** – Motion to approve agenda by Sarah Strong. Support by Anne Gary. Motion carried.

## **C. PUBLIC COMMENT**

**C.1. (G.4. Trail Camera under Old Business)** Supervisor Russ Jennings opened public comments regarding trail camera to be positioned at a specific site in Fisher Hill Cemetery. Residents were present representing the location where a memorial plaque has been removed multiple times. They agreed to use of a trail camera as a potential solution to attempt to catch images of the vandal(s). Sexton Tyler Butters will contact Russ once the camera is installed.

**C.2.** No other Public Comment.

## **D MINUTES**

**D.1. November 8, 2021 Board Minutes** - Motion by Rod Bassage to approve minutes. Support by Sarah Strong. Motion carried.

**D.2. October 26, 2021 Planning Commission Minutes** – Motion by Anne Gary to approve minutes. Support by Rod Bassage. Motion carried.

## **E. TREASURER’S REPORT**

**December Treasurer’s Report** – The Township’s November balance was \$599,894.81 with November income of \$2,923.13 and October expenses of \$34,303.32 giving a December balance of \$568,514.62. The Clerk agrees. Rod Bassage motioned to accept the December Treasurer’s report. Support by Russ Jennings. Motion carried.

## **F. COMMITTEE REPORTS**

**F.1. Quincy Fire Association (QFA)** – Supervisor Russ Jennings attended the Finance Committee meeting. Next QFD board meeting Thursday, December 9, 2021 at 5:30 pm. Chief Mike Sherman provided a forecast of about \$10,000 for the annual budget. Census results from the 2020 Census will be used to determine percentages between the three entities paying into the annual budget.

**F.2. Planning Commission Report** – Secretary of Planning Commission, Sharon Atkinson, reviewed highlights from their meeting November 23, 2021. Focus of the meeting was proposed language changes to agriculture land splits for the Township Ordinance Zoning document. Next meeting of the Planning Commission will be Tuesday, January 25, 2022. Once language is finalized by the committee, it will be sent to consultant, Chris Korey, McKenna Associates for review.

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

**F.4. Alganssee website** – Supervisor Russ Jennings expressed appreciation for website updates by Sharon Atkinson.

### **F.5. Ordinance Violations**

**246 Bickford Drive** – Supervisor Russ Jennings spoke with Robert Holloway, property owner, recently. Mr. Holloway thought he had the property sold; sell fell through. Discussion by the Board as to what the next steps might be possible to get the property condemned by Branch County.

## **G. OLD BUSINESS**

**G.1. Update for the American Rescue Funds** – Various ideas discussed by the Board. Treasurer Sarah Strong will research if the Township is required to provided estimated dollar amounts for each proposed project using monies from the American Rescue Funds account established for the Township.

**G.2. Update for new installation: front door, notice box, drop off** – Clerk Anne Gary complimented the installation job done by David Dean Construction. Sharon Atkinson will take a photo of the new drop-box to post on the Township website.

**G.3. Branch County Health Department** – Hearing clinic will take place Wednesday, December 8, 2021 at the Township Hall.

## **H. NEW BUSINESS**

**H.1. Exterior lights at Township Hall** – Supervisor Russ Jennings proposed getting Jepson Electric to the Hall to fix the intermittent illumination by the exterior lights. Motion by Rod Bassage with support by Sarah Strong to hire Jepson Electric. Motion carried.

**H.2. Budget line items** – Treasurer Sarah Strong reviewed each of the following budget line items requests with the Board from Profit & Loss Budget vs. Actual April 1 through December 4, 2021:

1. Cemetery Repairs-Maintenance from \$10,000 to \$22,015
2. Assessor Data Collection from \$0.00 to \$860.44
3. Planning\Zoning Salary from \$5,000 to \$9,000
4. Professional Fees - McKenna and Assoc from \$7,750 to \$9,000
5. Town Hall Advertising from \$2,500 to \$3,500
6. Elections Salaries from \$500 to \$935
7. Payroll Expenses from \$0.00 to \$1,500
8. 518. Payroll Expenses from \$0.00 to \$8,500

Motion by Rod Bassage to approve line items one through eight increases. Support by Anne Gary. Motion carried.

**H.3. Google Analytics** – Tracks website activity. More will be reported as users get familiar with the technology to produce analytics reports.

**H.4. CD rates** – Treasurer Sarah Strong provided current interest rates from four financial institutions. CD matures January 9, 2022. Motion by Rod Bassage to place the 12-month \$36,000 CD with Southern Michigan at a rate of 0.25%. Support by Anne Gary. Motion carried.

Motion by Rod Bassage to approve Sarah Strong and Anne Gary as authorized signers. Support by Russ Jennings. Motion carried.

Banking institutions require signatures by Township Supervisor and Clerk to authorize account signers.

---

Russell Jennings  
Alganssee Township Supervisor

Anne Gary  
Alganssee Township Clerk

**I. Payment of Bills September** - Bills presented in the amount of \$25,093.58. Rod Bassage motioned to approve payment of the bills. Support by Sarah Strong. Motion carried.

## **J. SPECIAL REPORTS**

**J.1. Zoning Administrator's Report** – Matt Ashenfelter, November 2021 report, copy provided to the Board. One zoning permit, updates on site condo development and review of structurally condemned dwelling at 244 Crockett Dr., Quincy, MI.

**J.2. Branch County Commissioner's Report** – Commissioner Tom Matthew emailed his report. Supervisor Russ Jennings covered highlights of the report. Board of Commissioners approved the Public Defender budget for 2022. Veterans Day Program held at the Burnside Center on Wednesday November 10. A public hearing on the Master Plan will be held late 2021 or early 2022. The County has already received comments on the Master Plan that was distributed.

**J.3. Alganssee Library Report**- Alganssee Branch Manager, Lynnell Eash, provided an email report to the Board. Supervisor Russ Jennings read the report. Library currently has 328 registered borrowers. Programs have been well attended.

**J.4. Assessor's Report**- Assessor, Erica Ewers, November 9, 2021-December 6, 2021. Copy provided to the Board. December Board of Review will be held on Tuesday, December 14, 2021 at 2 pm. Signed copies of the Tax Warrants have been submitted to the County's Treasurer's office as of November 24.

**K. Correspondence** – Clerk Anne Gary received request from Branch County Clerk's Office to complete form indicating any elected positions Township will have available for 2022 ballot and any ballot questions or proposals for 2022 ballot. None are known at this time.

**L. Public Comment** – none

**M. Next Meeting**- The next regular board meeting will be Monday, January 3, 2022 7:30 pm at the Alganssee Township Hall.

**N. Adjournment**- Rod Bassage motioned to adjourn. Support by Sarah Strong. Motion carried. Board meeting was adjourned at 9:08 pm.

Anne Gary, Clerk