

# February 7, 2022 Alganssee Township Board Minutes

**A. CALL MEETING TO ORDER** on Monday, February 7, 2022 at 7:30 pm. Supervisor Russ Jennings called the Alganssee Township Board meeting to order. Members present- Supervisor Russ Jennings, Treasurer Sarah Strong, Trustees Rod Bassage, Jason Shilling and Clerk Anne Gary.

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

**B. Agenda Additions/Deletions** – Motion to approve modified agenda by Sarah Strong. Support by Rod Bassage. Motion carried.

## C. PUBLIC COMMENT

**J.3. Library Report** – Branch District Library Director, John Rucker, presented the December 2021 report. Patrons: 188, Items checked out: 418, Registered borrowers: 325. Moved Kids Craft Hour to Tuesday's at 5:00 pm. Big improvement in attendance. Seeking teenagers' involvement for the Library Teen Advisory Council.

## D MINUTES

**D.1. January 3, 2022 Board Minutes** - Motion by Sarah Strong to approve minutes. Support by Jason Shilling. Motion carried.

**D.2. November 23, 2021 Planning Commission Minutes Approval** – Motion by Anne Gary to approve minutes. Support by Rod Bassage. Motion carried.

## E. TREASURER'S REPORT

**February Treasurer's Report** – The Township's January balance was \$578,870.84 with January income of \$1,436.52 and December expenses of \$9,475.60 giving a February balance of \$570,831.76. The Clerk agrees. Rod Bassage motioned to accept the February Treasurer's report. Support by Jason Shilling. Motion carried.

## F. COMMITTEE REPORTS

**F.1. Quincy Fire Association (QFA)** – Supervisor Russ Jennings stated the QFD approved the budget last month. Next QFD board meeting Thursday, February 10, 2022 at 5:30 pm.

**F.2. Planning Commission Report** – Trustee Jason Shilling stated one item reviewed at the Planning Commission meeting: Don Fry, E Channel Dr Site Condo Development. Conditionally P/C approved pending final approval documents from EGLE and Branch County Health Dept.

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

**F.4. Alganssee website** – Changes/updates please submit to Sharon Atkinson.

### F.5. Ordinance Violations

**246 Bickford Drive** – Supervisor Russ Jennings stated will remain an open agenda item until Spring of 2022. 246 Bickford Dr. property owner Robert Holloway complaint rodents on property. Mr. Holloway has verbally stated he will sell the property or tear down the house structure.

## G. OLD BUSINESS

**G.1. Update for the American Rescue Funds** – Alganssee Township, along with other Branch County Townships, attended the Supervisors Meeting, January 17, 2022 at Coldwater Township Hall. Judy Allen from MTA presented Legislative updates and ARPA review. Supervisor Russ Jennings received an answer that ARPA funds may be used to build a new Township Hall or renovate an existing Township Hall.

**G.2. Google Analytics** – purpose is to measure web site traffic. Sharon Atkinson has done several trainings so far about Google Analytics.

**G.3. Risk Reduction Grant Program** – Clerk Anne Gary requested this remain an open item under Old Business.

## H. NEW BUSINESS

**H.1. Federal Government USAD Grant Funds** – Supervisor Russ Jennings stated monies are available through various grant initiatives; however, research needs to be done to find such opportunities to benefit the local Township.

**H.2. Deputy hourly rate Resolution** – After Board discussion, Supervisor Russ Jennings called for a roll call vote to pay Deputy positions at a rate of \$15.00 per hour. Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.

**H.3. Deputy Supervisor Approval** – After Board discussion, Supervisor called for a roll call vote to establish a Deputy Supervisor position.

*Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.*

Russ stated main functions of the Deputy Supervisor role will be to do grant research and grant writing.

Sharon Atkinson accepted the appointment by Russ to serve as Deputy Supervisor.

Russ verified Sharon may continue to serve on the Planning Commission and serve as Deputy Supervisor.

**H.4. Board Member pay increase Resolution Fiscal year 4/1/22-3/31/23** – After Board discussion, Supervisor Russ Jennings called for a roll call vote on **two** separate resolutions:

**1.** Increase of 2% for members of each of the Township Boards.

*Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.*

**2.** Increase of 5% (on top of the 2%) for Treasurer Sarah Strong and Clerk Anne Gary based on their current salaries.

*Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.*

**H.5. Eligible to become Charter Township Resolution** – After Board discussion, Supervisor Russ Jennings called for a roll call vote to adopt a resolution opposed to incorporation to become a Charter Township.

*Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.*

**H.6. Supervisory Meeting Monday February 21 at 7 pm** – Township Board members are welcome to attend. Presenter will be Bud Norman, Branch County Administrator, County's broadband project.

**H.7. Chart of Accounts/QuickBooks** – Treasurer Sarah Strong will continue to work on getting the State required Chart of Accounts numbering to mesh with QuickBooks. A switch to BS&A software is a \$24,000 start-up fee and \$4,000 annually. BS & A charges very costly compared to Quickbooks.

**H.8. Budget line items** –

Town Hall Utilities from \$2,800 to \$2,950

Township Board Supplies from \$1,250 to \$1,300

Township Board Dues from \$5,500 to \$5,800

Cemetery Supplies from \$700 to \$1,000

Motion by Rod Bassage to approve line-item increases. Support by Jason Shilling. Motion carried.

**H.9. Election workers pay increase** – After Board discussion, motion by Rod Bassage to increase Election inspectors pay to \$12.00 per hour from \$11.00 per hour and Election Chairperson pay to \$13.00 per hour from \$12.00 per hour. Support by Jason Shilling. Motion carried.

**I. Payment of Bills January** - Bills presented in the amount of \$11,345.65. 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, January 2022 report, copy provided to the Board. One zoning permit and one land split. Update on zoning violation at 244 Crockett Dr. Quincy, MI. Waiting on response from property and contractor demo quotes.

**J.2. Branch County Commissioner's Report** – Broadband Update. The County approved an update on Material pricing and a Pre-Engineering study. The study will basically review the feasibility of above or below-ground fiber installation. The study is expected to be completed by the end of the first quarter of 2022. Would the municipalities be willing to contribute part of their ARPA funding to the County's broadband project?

**J.3. Algansee Library Report** – Report given during public comment.

**J.4. Assessor's Report**- Assessor, Erica Ewers, January 4, 2022 - February 7, 2022. Copy provided to the Board. Erica asked for the Board's input on the structure of the March BOR meetings. Poverty Guidelines and Resolution Regarding 2022 March BOT presented for approvals. Motion by Sarah Strong to accept the Poverty Guidelines. Support by Jason Shilling. Motion carried.

After Board discussion, Supervisor Russ Jennings called for a roll call vote setting the dates and time of BOR Resolution.

*Jason Shilling-Yes, Rod Bassage-Yes, Russ Jennings-Yes, Sarah Strong-Yes, Anne Gary-Yes.*

**K. Correspondence** – Michigan Gas Utilities video/teleconference 2/9/22 at 9:30 am.

**L. Public Comment** – Branch District Library Director, John Rucker, shared he has experience both with Goggle Analytics and Grants.

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

**N. Adjournment**- Jason Shilling motioned to adjourn. Support by Rod Bassage. Motion carried. Board meeting was adjourned at 8:45 pm.

Anne Gary, Clerk