

ESCANABA TOWNSHIP BOARD MEETING MINUTES JANUARY 9, 2023 7:30 PM

Escanaba Township Hall 4618 Co 416 20th Rd Gladstone, MI 49837

Meeting called to order at 7:31 pm by Supervisor Tom Rymkos followed by recital of the Pledge of Allegiance. Trustee Kim Knauf-Wyckoff presented a prayer of thanks and guidance.

Roll Call: Members present are Supervisor Tom Rymkos, Treasurer Kim Knauf-Wyckoff, Clerk Theresa Chenier, Trustee Al Gareau and Trustee Norman Fleury. All members are present.

Motion to approve agenda with addition of RR Zoning added to New Business made by Trustee Gareau. Second by Clerk Chenier. All in favor. Motion passed.

Motion to approve December 12, 2022 minutes as amended made by Trustee Gareau. Second by Treasurer Knauf-Wyckoff. All in favor. Motion passed.

Motion to approve December 20, 2022 Special Meeting minutes made by Clerk Chenier. Second by Trustee Gareau. All in favor. Motion passed.

FINANCIAL REPORT. Motion made by Clerk Chenier to transfer \$1600 from Roads to Election supplies. Second by Trustee Gareau. All in favor. Motion passed.

Motion to transfer \$5000 from Roads to Fire Department repairs made by Clerk Chenier. Second by Trustee Gareau. All in favor. Motion passed.

Motion to transfer \$600 from Roads to Township Board dues made by Treasurer Knauf-Wyckoff. Second by Trustee Gareau. All in favor. Motion passed.

Motion to approve Financial Report made by Treasurer Knauf-Wyckoff. Second by Clerk Chenier. All in favor. Motion passed.

COMMUNICATIONS. Supervisor Rymkos gave Treasurer Knauf-Wyckoff a letter from a title company requesting information on property tax balance before a title transfer.

PUBLIC COMMENTS. NONE

FIRE DEPARTMENT REPORT presented by Zach Denome. There was 1 call-out for smoke alarm that was cancelled in route. The department raised 4200 pounds of canned goods and \$740 for area food pantry. A new cadet joined the department. Jaws of Life training is scheduled. DOT inspection required on the Ladder Truck. The fire fighters spent 11 days in October 2022 assisting at the Menominee paper mill fire. The State has made contact for information to send funds to help cover cost.

UNFINISHED BUSINESS.

Auditor is coming Wednesday January 11, 23 to collect more needed information. A preliminary report has been sent.

Cemetery update. Tri-Media had to reschedule December 2022 meeting. There is a meeting set for January 11, 23 to meet with Dan Marenger, Cemetery Sexton, to go over records.

Website Update. Shumacker Technology Group sent examples of website pages. A government email address has been submitted. Clerk Chenier asked for public input on ideas to make the website user friendly and what they would like to see on the site.

ARPA Funds. Clerk Chenier informed Board by April 30, 2023 they need to complete report. Monies need to be allocated by 2024 and spent by 2026. Township Hall building updates are a consideration.

VERSO GROW. There is no new info at this time. Concerns in the township are still being looked into.

WATER IN BASEMENT. Supervisor Rymkos spoke with Bradfield Construction to present a quote for repairs to stop water seepage.

BITTNER ENGINEERING REVIEW. They measured Township Hall building and will do a CAD blue print. The bathrooms need a required update to be ADA compliant. Moving the kitchen upstairs is a possible plan. Bittner Engineering will also present a capacity number based on square footage.

LABUMBARD BLIGHT. **Motion to send a letter to Mr. LaBumbard made by Trustee Fleury. Second by Clerk Chenier. All in favor. Motion passed.**

FEMA. Clerk Chenier has an example ordinance for Flood Plain Areas. This will require a public hearing scheduled during a regular meeting. February 13, 2023 meeting was selected. Noticing and publishing special hearing will take place.

FUTURE LAND USE MAP. Clerk Chenier stated there have no comments back yet from letters that were sent. Deadline is January 25, 2023.

BLIGHT COMPLAINT UPDATE. Treasurer Knauf-Wyckoff stated the Blight Ordinance has procedures to follow. She offered to compose a blank form. Once the form is completed the details will be used to compose an official letter. This will be reviewed by the Board and submitted for Board approval.

ADDRESS SIGNS & POLICY. Projection is 1 to 2 months and the County will be working on Escanaba Township Fire signs. Approximately 1600 signs are needed at a cost of \$40 each. \$64,000 worth of signs. The Board will discuss a way to help offset the expense to the residents.

CREDIT CARD POLICY. Clerk Chenier has a credit card set with a \$5000 limit. There will be a sign out sheet process requiring explanation of charges and a return date of the card. **Trustee Fleury made a motion for resolution 1-23 on the use of credit cards to add Assistant Fire Chief and a return time of card at 5 days. Second by Trustee Gareau. All in favor. Motion passed. Motion to pass credit card policy by Treasurer Knauf-Wyckoff. Second by Trustee Fleury. All in favor. Motion passed.**

NEW BUSINESS.

BUDGET. The fiscal budget needs to be approved at the Boards March 13, 2023 meeting. Please let Clerk Chenier or Supervisor Rymkos with budget concerns.

EDUCATION BOARD OF REVIEW AND MTA CONFERENCE. There is a February conference in Harris Michigan. Cost is \$120 person to attend or \$80 a person on-line. The State Tax Commission requires a training conference every 2 years. Supervisor Rymkos agrees with the 2 year time frame for the Township to follow. MTA Conference will discuss Board Authority and Responsibility. September 26 & 27, 2023 Clerk Chenier would like to attend conference regarding Clerk Education.

ELECTION. There is a consideration to combine precincts in Escanaba Township to have Precinct 1 & 2 only. Besse would be Precinct 1 and Township Hall in Flat Rock would all be precinct 2. Clerk Chenier informed two precincts would be a money saver and simplify processing from having 3 precincts.

RENAISSANCE ZONE. Supervisor Rymkos informed there was a Special Meeting held at the Chamber of Commerce Building in Escanaba on December 20, 2022 to allow a 13-15 year tax break to Billerud. Currently the township receives \$600 a year on said property. After the renaissance zone time frame expires, the township will receive 25%. This is good growth for the area and keeps the mill jobs here.

R2 ZONING. Trustee Fleury suggested a moratorium of 90 days on any zoning changes on N.3 Lane so any residents that snow bird can be informed. Treasurer Knauf-Wyckoff said they will be informed of any hearings and have an opportunity to contact should they want to respond. Clerk Chenier added that a few residents that leave for the winter have contacted her and they are aware they can contact her with any concerns by writing letter, email or phone call.

PUBLIC COMMENTNS. Fred Minor. Tom Piche.

BOARD COMMENTS. Treasurer Knauf-Wyckoff announced with the 2023 budget approaching she reviewed the General Fund Savings and presented the following January balances by year: 2017 \$133K, 2018 \$171K, 2019 \$159K, 2020 \$156K, 2021 \$225K, 2022 \$215K and 2023 \$477K. Clerk Chenier announced the long awaited new copier/scanner has been delivered and works wonderful.

PLANNING COMMISSION REPORT. Clerk Chenier gave report that all members were present. They are still in search of 2 more members. Education is proceeding. DJ Dean was appointed Board Secretary. Dean VanLoon retained position as Chairperson. Greg Faust remains as Vice Chair. Public Hearing for N.3 Lane zoning was held during regular meeting on January 2, 2023. Points of interest from the hearing are: Gravel pits be under a Conditional Use Permit. Zoning Map changes were not followed through. They are preparing to present recommendation to the Board.

DELTA COUNTY COMMISSIONERS REPORT. Commissioner Barron is not present. No report received.

APPROVAL OF BILLS. **Trustee Gareau made a motion to accept and approve \$552 to pay for publishing cost for N.3 Lane Zoning Hearing announcement in paper and approval of presented bills. Second by Treasurer Knauf-Wyckoff. All in favor. Motion passed.**

ADJOURNEMENT. **Motion to adjourn made by Treasurer Knauf-Wyckoff. Second by Clerk Chenier. All in favor. Motion passed to adjourn at 9:49 pm.**

The next scheduled meeting of the Escanaba Township Board is scheduled for February 13, 2023 7:30 pm at the Escanaba Township Hall 4618 County Rd 416 20th Rd Gladstone, MI 49837. Contact 906-280-6182 if you require assistance to attend a meeting.

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