

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
APRIL 4, 2022

I. CALL TO ORDER

The meeting was called to order at 7:00 pm.

Present: Terry Pihlainen, Supervisor Cheryl Lane, Treasurer
 Brian Bresette, Trustee Catherine Kimar, Clerk

Absent: Connie Lacko, Trustee

II. AGENDA

A motion was made to accept the agenda as presented.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Cheryl Lane
Support: Brian Bresette
Motion carried.

IV. REPORTS

A. Financial Report

The treasurer presented the bills for payment.

A motion was made to pay the monthly bills as presented:

March 31:

- » \$3,761.22 for the general fund, checks #5313-32;
- » \$784.86 for the fire fund, checks #2090-92;

April 4:

- » \$7,115.01 for general fund, checks #5328-47;
- » \$5,457.26 for fire fund, checks #2093-96; and
- » \$5,944.81 for the solid waste fund, check #1234.

Motion: Brian Bresette
Support: Catherine Kimar
Motion carried.

A motion was made to approve the monthly balance sheet and profit & loss statements for the general fund, fire fund, solid waste fund and tax fund as presented by the clerk.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

Roll call vote
Ayes: Cheryl Lane
Terry Pihlainen
Brian Bresette
Catherine Kimar

<u>March 31</u> Gen: 721,977.33 Fire: 347,448.50 SW: 163,327.94 Tax: 1,096.05

B. Assessor Report

The clerk read the report from the assessor (*copy on file*).

<u>Apr 4</u> Gen: 714,862.32 Fire: 341,991.24

C. Zoning Administrator Report

The clerk read the report from the zoning administrator (*copy on file*).

D. Fire Department Report

Chief Kimar read the Fire Department Report (*copy on file*) – there was one call in March.

E. Planning Commission Report

The Planning Commission officers are Brian Mahoney as chair, Mike Tarr as co-chair, and Erin Leahy-Putvin as secretary. They are still waiting on CUPPAD to send out the surveys. The Zoning Administrator mentioned that people were asking about opening campgrounds on private property, which the Planning Commission will take under consideration during the Master Plan and Zoning Ordinance updates.

F. Supervisor Report

The supervisor reported on the following:

- * Board of Review went well, members are up to date on training, not many people attended. The assessor did an excellent job of explaining tax changes to residents with questions.
- * Fire dept generator is still in need of further maintenance.
- * Drew up draft layout for kitchen update. The board agreed the supervisor should continue developing the tentative layout as pictured.

V. CORRESPONDENCE

- * Bois Blanc Township – received a letter from another small township that had passed a resolution asking the state legislature to address the problems of staffing boards and commissions in rural areas with small populations. This matter was tabled for board members to review the language of the resolution, and will be on next month's agenda.

VI. PUBLIC COMMENT

Opened: 7:13 pm

Comment was received from: Gloria Rinne on being involved with the disability access / kitchen improvement project; Terry Lane on upcoming roadwork on Peter White Rd; and Gary Spack on seeping of groundwater on Onota Hill washing the gravel into the ditch.

Closed: 7:23 pm

VII. UNFINISHED BUSINESS

none

VIII. NEW BUSINESS

A. Electronic Fund Transaction policy

The clerk presented the board with a policy that should have been adopted back in 2010 when the township started being required to pay the liabilities to the Internal Revenue Service electronically. This policy is a modified draft from Michigan Township Association (MTA).

She also noted that this would allow the option of offering direct deposit for employees, which would resolve the on-going difficulty of reissuing lost paychecks.

A motion was made to adopt the written procedures as section 12 in board policy and authorize the use of electronic fund transfer / automated clearing house payments in compliance with said policy.

Motion: Catherine Kimar
Support: Brian Bresette
Motion carried.

Roll call vote
Ayes: Cheryl Lane
Brian Bresette
Terry Pihlainen
Catherine Kimar

IX. PUBLIC COMMENT

none

X. BOARD CONCERNS

Catherine – (1) won a free book on Cemetery Management from MTA by answering a survey (2) something should be done with the metal cabinet in the kitchen (*possible use by the fire department*).

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 7:35 pm.

Motion: Brian Bresette
Support: Catherine Kimar
Motion carried.

Respectfully Submitted,

Onota Township Clerk
Proposed: 4/4/22
Approved: 5/2/22