

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
December 4, 2023

I. CALL TO ORDER

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

Present: Terry Pihlainen, Supervisor Brian Bresette, Trustee
 Cheryl Lane, Treasurer
 Tina Watkeys, Clerk
Absent: Connie Lacko, Trustee

II. AGENDA

- A. A motion was made to accept the agenda as amended (*add "appointment of Deputy Clerk" to D and remove B - "New Townhall ADA door" and C - "Replacement of hall siding request for proposal from supervisor" of VII. Unfinished Business*).

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Terry Pihlainen
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:

- » \$14,655.84 for the general fund, checks #5862-83;
- » \$1,649.27 for the fire fund, checks #2176-83; and
- » \$6,841.71 for the solid waste fund, check #1268
- » \$2,084.87 for the tax fund.

Motion: Brian Bresette
Support: Terry Pihlainen
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: Terry Pihlainen
Motion carried

Roll call vote
Ayes: Cheryl Lane
Brian Bresette
Terry Pihlainen

Gen: 737,939.54
Fire: 385,083.57
SW: 124,763.91
Tax: 2,084.87

B. Assessor Report

The assessor reported that tax bills have gone out. There is a county wide audit for Alger County in 2024 looking at transparency in data – want to see databases available online to the public. Assessor recommends the township utilizes BS&A website at no cost to the township. Field work is done.

C. Zoning Administrator Report

The zoning administrator reported that a zoning compliance application was approved (*copy on file*). He also responded to several zoning related phone calls and emails throughout the month of October.

D. Fire Department Report

The fire chief reported that they had one call in November.

E. Planning Commission Report

Trustee Bresette reported that the Planning Commission covered a couple of chapters of the Master Plan at their last meeting. He believes the letter from the attorney is here for the Section 5 Road / Lake Superior Point Trail being used as a possible vacation rental. He will present the letter to the planning commission at next meeting and will submit a copy to the township board. The zoning administrator has been emailing the Planning Commission Board inquiring about a vacation rental application for zoning. Trustee Bresette will check into it. Supervisor Pihlainen agreed with Trustee Bresette that one is needed.

F. Supervisor Report

The supervisor reported on the following:

- * The cemetery tree was removed by BERrr Services for a fee of \$6,000.00.
- * The bill from Wolverine Power was ok as is.
- * In the next month, the kitchen remodel job will be rebid along with the new ADA door and the electrical update for inside the hall. The supervisor will get measurements/numbers together for the siding to bid that in the next month or so – by February. It will be advertised in the Munising Beacon monthly newspaper.

A motion was made to put the kitchen job including the new ADA door and electrical update out on bids again.

Motion: Terry Pihlainen
Support: Brian Bresette
Motion carried.

A motion was made to put the siding out on bids.

Motion: Brian Bresette
Support: Terry Pihlainen
Motion carried.

V. CORRESPONDENCE

NONE

VI. PUBLIC COMMENT

Opened: 7:18 pm

Received from: Tara Middleton as to if the bids can be broken up – meaning, can the bid request be broken up to exclude the kitchen in the event it is deemed to be necessary to have the new ADA door and electrical update done but not the kitchen remodel; and from Hagert Construction to inquire when bid specs would be available to bid on.

Closed: 7:22 pm

VII. UNFINISHED BUSINESS

A. Certificates of Deposit (CDs)

The treasurer reported that four CDs were put in (\$105,287.00) at 4.00% annual rate on November 16, 2023 and is good through November 14, 2024. They are one-year CDs and are FDIC approved.

B. Clerk and Deputy Clerk Appointments

Supervisor Pihlainen made it known that with Clerk Kimar's resignation to leave office as of January 2, 2024, the township is within the thirty-day window to appoint a new clerk. A motion was made to appoint Tina Watkeys as Township Clerk.

Motion: Terry Pihlainen
Support: Brian Bresette
Motion carried.

As Clerk, Tina Watkeys appointed Tara Middleton as her Deputy Clerk. A motion was made to appoint Tara Middleton as Township Deputy Clerk.

Motion: Tina Watkeys
Support: Terry Pihlainen
Motion carried.

C. Quick Books Renewal/Township Debit Cards

Clerk Watkeys reported after meeting with Incredible Bank on the township obtaining new debit cards in instead of credit cards. The township authorized signors must first remove any resigned board members/signors and add new signors to the account before new signors can sign up for the township debit cards. The township can get as many debit cards as needed and will not affect any individual's credit. The authorized signor's name will appear on township debit card along with the township name. There is no available credit line other than the funds available in the account. The process can be done entirely online. But if anyone needs to sign in person, they will

need to sign first so the remaining persons can sign the same form online electronically. Quick Books can be renewed/paid using debit card instead of credit card.

VIII. NEW BUSINESS

NONE

IX. PUBLIC COMMENT

Open: 7:29 pm

Received from: Terry Lane as to if there is consideration to installing a roof over the handicap ramp. Supervisor Pihlainen suggested the best position would be to move the ramp entirely instead of installing a roof.; and from Charlene McDonnell as to what the interest rate of the CDs were. The treasurer answered 3.92228%.

Closed: 7:30 pm

VI. BOARD CONCERNS

NONE

VII. ADJOURNMENT

A motion was made to adjourn the meeting at 7:31 pm.

Motion: Brian Bresette
Support: Terry Pihlainen
Motion carried.

Respectfully Submitted,
Tina Watkeys, Onota Township Clerk
Proposed: 12/04/2023
Approved: 1/2/2024