



## Bridgeton Township Board Monthly Meeting Minutes (Proposed)

August 20, 2024

- I. Routine Business
  - a. Call to Order/Pledge – Trustee Herman-Hinton calls the meeting to order at 7:00pm, starting with the Pledge
  - b. Roll Call – Board Members Present: Herman-Hinton, Dore, Kossen-Priddy. Holmes absent.
  - c. Appoint Supervisor to complete vacated term ending November 20, 2024 at 12:00pm – three letters of interest received. Herman-Hinton motions to appoint Jim Schuiteman, Dore seconds. Passes 3-0-1
  - d. Approve Agenda – Herman- Hinton motions to approve agenda with additions of approval of special meeting minutes, Dore seconds. Passes 3-0-1
  - e. Approve July 2024 Meeting Minutes – Herman-Hinton motions to approve July 2024 Meeting Minutes Dore, seconds. Passes 3-0-1
  - f. Approve August Special Meeting Minutes – Herman-Hinton motions to approve August 2024 Special Meeting Minutes as amended with correction of the word except to accept in the fifth paragraph, Dore seconds. Passes 3-0-1
  - g. Public Comment: Agenda Items – Question concerning appointing Jason Mansfield to vacated Supervisor term from resident. Clerk Kossen-Priddy explained that Mr. Mansfield is the Republican nominee, and the deadline has not yet passed for another person to run against him in November. Resident asked if Jim Schuiteman should be sworn in for this meeting. Clerk Kossen-Priddy swore in Jim Schuiteman as Supervisor, he sat for the remainder of the meeting.
- II. Action Items
  - a. Consent Agenda – Schuiteman motions to approve Consent Agenda with the addition of paying Ashland Grant’s invoice of \$38.00 due to sufficient explanation received from Ashland Grant Fire Department concerning what the invoice covered, Kossen-Priddy seconds. Passes 4-0-1
    - i. Discussion concerning cell tower on township hall property
  - b. Treasurer’s Report- Treasurer Holmes absent, treasurer’s report read aloud by Trustee Herman-Hinton, copy attached. Schuiteman motions to approve treasurer’s report, Dore seconds. Passes 4-0-1
    - i. Monthly reconciliation with the clerk – April, May, and June 2024 General Fund, June Road and Fire Fund reconciliations provided by clerk. Treasurer has not yet reviewed.
    - ii. Tax withholding receipts –
      1. 941 – July receipt missing from last month’s board packet provided. August receipt provided by Treasurer Holmes
      2. State of Michigan – July receipt missing from last month's board packet provided. No August receipt no payment due (quarterly only payment)
      3. UIA – no payment or report due.
    - iii. Metro Act Fee Sharing – Dore motions to transfer \$4,315.30 from the general fund to the road fund, Schuiteman seconds. Passes 4-0-1
  - c. Clerk
    - i. Par Plan – current insurance requirements. Discussion concerning insurance costs/coverage and the grant opportunities if we stay with Par Plan. Trustee Herman-Hinton and Clerk Kossen-Priddy will be researching what Par Plan opportunities are provided by Par Plan
    - ii. Insurance – Supervisor Schuiteman will be speaking with the current insurance provider, Clerk Kossen-Priddy will provide him with the contact information

- iii. Election – Full reimbursements have been received for the May 2024 election. The State of Michigan has sent notice that reimbursement for the February 2024 election will be received by October 31, 2024 however they did not provide the amount that was approved for reimbursement. The cost of meals has increased for Election Inspectors, \$80 was approved for August and the cost came in just under \$80. This will need to be looked at for the November election.
  - d. Cemetery Report – Herman-Hinton motions to approve Cemetery committee to seek quotes for a pavilion, playground/park behind the hall, and a playground at the Bridgeton boat launch, Kossen-Priddy seconds. Passes 4-0-1.
  - e. Herman-Hinton motions to approve the Planning Commission provide a rough draft of a questionnaire to go with the tax bills, Kossen-Priddy seconds, Passes 4-0-1
  - f. Herman-Hinton motions to approve quotes to remove trees behind hall and dying trees in cemetery, Kossen-Priddy seconds. Passes 4-0-1
    - i. Driveway – investigation Trustee Herman-Hinton will follow up with neighbor concerning the proposed property line adjustment
  - g. Boat Launches
    - i. Maintenance - EZ Dock representative report – have not yet received
    - ii. Removal of docks for 2024 plus placement and removal for 2025 – EZ Dock is quoting removal and placement of docks. They have the proper equipment to move the docks so it may be a better option to prevent damage.
    - iii. Port-a-Johns added – one extra at each launch through October 31<sup>st</sup>. Contract for next year to reflect two at each site. Clerk Kossen-Priddy reported there have been no calls concerning needing additional pump service since the additional units were delivered.
    - iv. Thief issues at both launches – Trustee Herman-Hinton explained the thefts, estimated amount stolen, current short-term fix, and potential long-term fixes
    - v. Grant application – Kossen-Priddy motions to approve Trustee Herman-Hinton to submit the Par Plan grant application for security cameras and generator, Schuiteman seconds, Passes 4-0-1
  - h. Advertisement for hall coordinator – Kossen-Priddy motions to advertise for a hall coordinator in Hi-Lites and Times Indicator, and post on the Bridgeton government Facebook page, and Bridgeton government website, Dore seconds. Passes 4-0-1

### III. Information Items

- a. Bryan Kolk
  - i. Commissioners report – Bryan Kolk gave the county commissioner’s report
  - ii. Zoning Administrator’s report – Bryan Kolk gave an update on the township administrators activities
  - iii. Special Land Use for SMARTCOMM was withdrawn
  - iv. Setback requirements for future tower – will depend on the size of the tower and the construction of the tower setbacks cannot be provided without this information
- b. Township Ordinance Follow-Up Complaints
  - i. Follow Up on past junk complaints – Bryan has been following up with complaints
- c. SMARTCOMM conversations with PC members – SLU was withdrawn
- d. Planning Commission overview – Trustee Dore gave an overview of the meeting. A questionnaire was main topic to be discussed with the board. 3.02 Land Clearing was discussed. Planning Commission member Clough explained the information the Planning Commission received concerning striking the ordinance or adjusting the ordinance. Trustee Dore will go back to the Planning Commission about working with Susan Regan about the Master Plan.

- IV. New Business
  - a. Subscription to Times Indicator Herman-Hinton motions to approve two-year subscription for \$74, Dore seconds. Passes 4-0-1
  - b. Generator to sustain hall during emergency and elections – Herman-Hinton motions to approve two quotes, Schuiteman seconds. Passes 4-0-1
  - c. Vote on Treasurer resignation Herman-Hinton motions to approve resignation, Dore seconds. Roll call vote. Dore – yes, Schuiteman – yes, Herman-Hinton – yes, Kossen-Priddy – yes, Holmes – absent. Passes 4-0-1
  - d. Appoint Treasurer to complete term beginning September 18, 2024 and ending November 20, 2024 at 12:00pm, Schuiteman motions to approve Linda Petropoulos to fill vacated Treasurer term, Herman-Hinton seconds. Dore – yes, Schuiteman – yes, Herman-Hinton – yes, Kossen-Priddy – yes, Holmes – absent. Passes 4-0-1
- V. Board Comments: no board comments
- VI. Public Comment: resident requested the board look at paving 112<sup>th</sup> off of Warner. Clerk Kossen-Priddy will request a quote from the road commission. Resident requested boat launch passes be made available to tax paying residents. Susan Reagan explained that the boat launch was originally set up to be self-sustaining, so no taxpayer money is used to run/maintain the launch. Resident requested information on the cost of the boat launch. Resident requested board look at speed limit sign on the road leading to the Maple Island launch. Resident requested if the township was involved with bringing fiber optic internet to the township, no township involvement.
- VII. Adjournment: Motion made by Schuiteman to adjourn meeting at 8:50 pm, Herman-Hinton seconds. Passes 4-0-1

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Ann Marie Kossen-Priddy, Clerk

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Date Signed

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Jim Schuiteman, Supervisor

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Date Signed