

BENGAL TOWNSHIP BOARD MEETING

March 13, 2024 -7:00PM

Township Hall, 6586 West M-21 St. Johns MI

Regular Board Meeting

The Pledge of Allegiance was said and the meeting commenced.

Call to Order – Roll Call – present: Sillman, Boak, McDonald, Solomon; absent – Bassette.

Supervisor McDonald presented the **agenda** for review and made a motion to approve the agenda with the removal of the report from Sara Morrison, Library Director as she reported last month. Motion supported by Trustee Boak, motion carried.

Minutes from the February 14, 2024 meeting were not yet available for approval.

Public in Attendance: None; therefore no Public Comments on Agenda or Non-Agenda items

REPORTS

Commissioner Pohl gave the **Commissioner Report** discussing the approval of a Veteran's Treatment Court Program, which would include a veteran mentor program; recycling contracts being renewed with Granger; the Materials Management Plan update initiated by the State of Michigan, which will be managed at the County level; the approval of the Remonumentation contracts and related appointments, which is to reestablish survey points for property descriptions with more precision; the Board approval for Fairgrounds building repairs and Prosecutor's office remodel; the State is still reviewing the Broadband project; and Wind and Solar ordinance updates were tabled and will be reviewed by the Board of Commissioners.

Planning Commission Report – Trustee Boak advised there were no inspections reported at the February meeting. A member from Essex Township attended the meeting and indicated they are proposing to move forward with a joint Planning Commission, but no formal requests had been made at that time. There was one issue on a zoning application for the size of an outbuilding, but the applicant went with a smaller building, mitigating the issue. There was discussion on the inspection process in regards to the final inspection; Township Inspector/Enforcement Officer Forrest Thurston will reach out to the county regarding possible solutions.

Sheriff Report – n/a

Delegate Report – n/a

Treasurer Solomon gave the **Treasurer Report** – there was nothing out of the ordinary with the Treasurer's report, general account beginning balance \$671,867.40, ending balance \$666,361.29; restricted funds beginning balance \$797,037.17, ending balance \$797,037.17. Trustee Sillman made a motion to accept the Treasurer's Report as presented, supported by Trustee Boak, motion carried. Treasurer Solomon also presented for approval changes for the current fiscal year budget as follows:

- Increase Payroll Taxes from \$5,500 to \$6,100
- Audit Expense from \$5,500 to \$5,600

- Insurance/Bond Expense from \$5,000 to \$5,200
- Election Salaries from \$1,000 to \$3,200
- Election Supplies from \$1,000 to \$3,200

There were other line items previously approved at the February meeting, but noted as follows:

- Increase Deputy Treasurer Salary from \$12,600 to \$15,750 due to a timing issue of payments
- Propane from \$1,800 to \$1,900
- Assessor Salary from \$12,075 to \$14,807 due to a timing issue of payments.

Treasurer Solomon made a motion to approve the amendments to the budget as presented, supported by Trustee Sillman, motion carried.

Clerk Report – n/a

Treasurer Solomon presented the **bills to be paid**. Trustee Sillman made a motion to approve the bills in the amount of \$26,161.42, supported by Trustee Boak, motion carried.

UNFINISHED BUSINESS

Essex Township Resolution – a representative from Essex Township provided Supervisor McDonald with a resolution for consideration to have Essex Township join our Planning Commission. Supervisor McDonald has sent this to Planning Commission Chair Brandy Solomon to include in their April meeting. The Board is tabling further discussion until May.

Grant for Park – the Park Committee is seeking a commitment from the Township in order to qualify for a specific grant. Supervisor McDonald motioned to approve the Park Committee to apply for the grant and apply \$50,000 in funds subject to the deadline to use ARPA funds. Trustee Sillman seconded the motion, motion passed.

NEW BUSINESS

Supervisor McDonald presented information regarding **Township designated email addresses** on using a business account through Outlook requiring an annual subscription. Township computers will have Microsoft 365 for ease of doing business. Due to the nature of the recurring charge, there will be a bill submitted for this next month. It was agreed that the new format will provide a more formalized and professional look. This process was approved.

The **2024-2025 Budget** was reviewed with preliminary numbers and a suggestion to add a line item for the Township Emails. March 20, 2024 will be the formal Budget meeting.

Trustee Sillman motioned to accept **Dr. Mark Holley's contract** as written, supported by Treasurer Solomon, motion carried.

A new vendor for our Audit was proposed to be Seigfried Crandall PC with a three year contract. Trustee Sillman motioned to approve the new auditors with annual fees of \$5600, \$5800, and \$6000 respectively on a three year contract; Trustee Boak seconded. Motion carried.

Board Comments – n/a

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Motion of Excused Absence – Trustee Sillman motioned to excuse the absence of Clerk Bassette due to extenuating circumstances, supported by Trustee Boak. Motion carried.

The meeting was adjourned at 8:35 pm. Minutes respectfully submitted by Treasurer Solomon.