

Homestead Township Regular Board Meeting February 7, 2022

A regular meeting of the Homestead Township Board was called to order at 6:01pm by Supervisor Tia Kurina-Cooley.

PRESENT BY ROLL CALL: Mike Mead, Tia Kurina-Cooley, Pat Delorme, Karen Mallon. Bess Butler Absent

Pledge of Allegiance was said.

PUBLIC COMMENT: None.

APPROVAL OF AGENDA: Motion by Cooley to approve agenda with change to Road Commission presentation being added to New Business. Support: Mead. All ayes; no nays. Motion carried.

NOISE ENFORCEMENT OFFICER: John Brazaski requested that as the Enforcement Officer he be paid an hourly wage. Requested that mediation be part of the process and would like more input from the Board. A cell phone will be issued to the Enforcement Officer.

APPROVAL OF MINUTES: Motion by Cooley to approve the January 3, 2022, Regular Board meeting minutes. Support: Delorme. All ayes; no nays. Motion carried.

CORRESPONDENCE: Sherry Taylor letter of resignation read. Deputy Treasurer submitted request for her personal address correction.

ANNOUNCEMENTS: Website training continuing. Fire Chief is working on website as Township representative. Projected "live" date is April 1, 2022.

Board of Review 2022 schedule presented. Publication will be made in the Benzie County Record Patriot by the Clerk.

ARPA Funds were awarded to Homestead Township estimated around \$259,000.00. Partial payment has been made. Treasurer reports that she received \$100,000.00 (estimated) in funds in October 2021. Clerk advises Board that no deposit receipt for funds were presented to the Clerk's Office. Treasurer will present a deposit record to the Clerk.

FINANCE BILLS: Motion by Cooley to approve APs for GF, FD-Millage. Support: Delorme. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Delorme – yes. Motion carried.

REPORTS:

Treasurer: Written and submitted. Treasurer advises Board will begin making deposits at Honor Bank using the night deposit box. She will request a key lock bank bag from Honor Bank.

Clerk: Written and submitted. BC&B near completion of the F65 Financial report that is due on behalf of the Township. No information from Tobin regarding submittal of audit. Michigan Department of Treasury has been updated regarding the status of both the F65 report and audit. Clerk reminds Board that the next installment on the fire truck loan is due 4/1/2022. Clerk advised Board that a deposit of tax disbursements was made early 2021 to General Fund that included Fire Millage funds and Fire Equipment. When the deposit correction is made, there will be sufficient funds to cover the April 2022 loan payment.

Fire Department: 412 runs 2021 YTD, this is a 35% increase. 45 runs YTD 2022. Firemen participated in Ice Water Training. The Platte Township Fire Contract will be presented to the Township. The delivery of the Brush Truck should happen within the next 2 weeks.

County Commissioner: Tim Markey advises that County is working on Broad Band Service and a survey is out for residents to complete. ARPA funds are being reviewed and consideration being made for disbursement. Headlee Rollback will be reviewed in 2023. County Commissioners reviewing affordable housing and workforce/employment opportunities.

Assessor: Sales study and land use analyzed. Equalization working on their reports. 2022 database has been sent to Equalization. Assessment notices will be out EOM February.

Zoning Administrator: ZA not present. No report submitted.

Motion by Cooley to accept reports as presented. Support: Mead. All Ayes; No Nays. Motion carried.

NEW BUSINES:

Road Commission: Discussion with Matt Skeels to update and inform Board on funds on hand at the Road Commission that can be accessed for Road Improvement projects. The following funds are available: Road Improvement Millage; Local Road Matching Funds; and State Tax Sharing Funds. Skeels will provide a recommended road improvement list to the Board. This list will also identify funds that could be used for the improvement projects. Road Commission looking at Great Lakes Chloride for brining services. Fire Chief requests notification from Road Commission on closed roads to be able to prepare for emergency runs.

Cash Handling Policy: Treasurer would like cash drawer for tax payments. Treasurer informs Board that she has been making change to taxpayers who overpay property tax bill with her personal money. Mead advises Treasurer that taxpayers should make exact payment. Mallon indicates that there are other options to handle overpayments, taxpayers can obtain exact cash payment using Honor Bank (1/4 mile away from Hall) or Treasurer can accept overpayment and disburse cash overage by issuing taxpayer a check. No policy discussed on how proposed cash drawer would be balanced daily. Motion by Cooley to provide a cash drawer with a in cash value of \$150.00 to the Treasurer. Support: Delorme. Roll call: Mallon – No, Mead – No, Cooley – Yes, Delorme – Yes. Motion fails.

Vote on New Policies Budget: Motion by Cooley to Approve Budget Policy. Support: Mead. Roll call: Cooley – Yes, Delorme – Yes, Mallon – Yes; Mead – Yes. Motion carries

Budget Discussion: Proposed budget reviewed, and discussion held. Supervisor and Fire Chief would like pay increase for all employees at a 5%-7% increase. Would like to offer benefits to fire personnel. Special Meeting to go over the proposed budget will be held on February 23, 2022, at 5:00 pm at the Homestead Township Hall.

OLD BUSINESS: None

PUBLIC COMMENT: None

Motion by Cooley to Adjourn Regular Board Meeting at 9:22 pm. Support: Delorme. All ayes. Motion carried.

I hereby certify that the minutes contained herein are the approved minutes of the February 7, 2022, Regular Board meeting. Signed herein by the Homestead Township Clerk, Karen Mallon on this the 8th day of March 2022.

Respectfully Submitted:



_____, Karen Mallon, Clerk