

**Sugar Island Township Board Meeting
December 8, 2020
MINUTES**

1. Supervisor Mark Eitrem Called the Meeting to Order at 7:00 p.m;
2. Supervisor Mark invited Nolan Horner to Lead in the Reciting of the Pledge of Allegiance, Roll Call Taken, Present were, Trustee Kathy Noble, Trustee Repa, Supervisor Eitrem, Clerk Andary, Treasurer Rosenbum;
3. Changes/Additions to the Agenda – No Changes or Additions were made to Agenda
4. Minutes: November 10, 2020 – Previously viewed for approved via email. Trustee Noble made a motion to approve minutes as presented via email, seconded by Clerk Andary, passed 5/0;
5. Correspondence: The Board received a letter from the state asking for a reply by submitting an annual report. Treasurer Rosenbum reported that the report would be going out shortly.
 - Clerk Andary also has received a letter from the Township’s current Attorney, Steve Cannello that he has retired and would no longer be available for counsel. Clerk Nancy has reached out to Attorney Charles Palmer, and after discussion will also reach out to another attorney to see if any other attorney has interest in representing Sugar Island Township. This is to be voted on at the next meeting held in January.
 - Captain Beckham also turned in a request asking to perform a demonstration of Lucas –Machine (Life Saving Piece of Equipment) Also, there was discussion about the Township purchasing this equipment. The cost to the Township is \$10,000.00 over three (3) years. This was tabled until next meeting.
6. Public Comment on Items from the Agenda: Supervisor Eitrem announces new procedures; “We appreciate the public’s input as this is one of the two times allotted for you to be heard. We will be listening, not talking, nor will be responding directly so you shouldn’t expect an immediate response. If we are able, we will try to answer your question during the discussion involving that agenda item. If we can’t answer your question intelligently or feel that we need additional information before we do, we will add it to next month’s agenda.
7. Treasures Report:
 - a. General Fund \$115,173.81
 - b. RESTRICTED FUNDS
 - Road Fund 706,336.46
 - Fire fund 132,914.41
 - Ambulance Fund 16,460.29
 - Liquor Fund 711.69
 - Solid Waste Fund 40,454.22
 - Metro Fund 6,183.62
 - TOTAL \$1,018,234.50

8. Unfinished Business: No Unfinished Business

9. New Business:

- a. Pay Bills: Trustee Noble made a motion to pay the bills with EFT's Check #10964 thru #11046 , seconded by Trustee Repa, passed 5/0
- b. Create a Special committee for Broadband Master Plan Development, Clerk Andary made a motion to create a special committee, seconded by Treasurer Rosenbum, passed 5/0
- c. Populate the Broadband Master Plan Committee: Trustee Noble made motion to populate the committee, seconded by Trustee Repa, passed 5/0;
- d. Hire an Employee to Perform Snow Plowing for the Winter: Trustee Noble made a motion to hire two people Earl Rice and Steve Gillis, Treasurer Rosenbum seconded, passed 5/0;
- e. Schedule a Board Work Session in January 2021: Trustee Repa made a motion for the Board to have a Work Session in January, Clerk Andary seconded, passed 5/0. The Board will have a Work Session which is scheduled for January 10, 2020, 12:00 p.m. until 5:00 p.m. The public is welcome to attend;
- f. Review Draft Board Policies & Procedures for Adoption in January 2021; Trustee Noble made a motion to accept draft for first reading, seconded by Treasurer Rosenbum, passed 5/0
- g. Sign code of Conduct Statements (Board Members & Department Heads); All Board Members and Department Heads;
- h. Create a Special Committee to Develop a Personnel Handbook: Trustee Noble made a motion to create a Personnel Handbook, Treasurer Rosenbum seconded, passed 5/0;
- i. Create a Special Committee named the Island Beautification Committee; Trustee Noble made motion to create committee, Clerk Andary seconded, passed 5/0
- j. Resolution to Support Development of Island #1: Trustee Repa made motion Treasurer Rosenbum seconded, passed 5/0;

10. Committee Reports:

- a. Ambulance Report: Four (4) runs wearing all P.P.E., hired one new EMT, During Christmas, Soo Fire will cover morning, Sugar Island will cover evenings;
- b. Fire Report: 0 runs, 0 fires, continued training
- c. Planning Commission: Adrienne Beckham is the Chairperson, and they would like to move forward
- d. Zoning Board of Appeals: Burt Menard reported all is quiet
- e. Board of Review: Judy Smith Reported, Board of Review will meet December 15, 2020, Sugar Island Township Hall, 9:30 a.m. – 11:30 a.m.
- f. Election Committee: The Township received notice from Cathy Maleport that she had received notice that Jesse Knoll had filed for a re-count for the Trustee position in the General Election 11/03/20. Clerk Andary will report in January;

11. Board Member Reports: Supervisor Eitrem spoke of eventually making some changes in the garage, in order to make room for more storage.
12. Public Comment on any Issue: Public would like to have the agenda posted a couple weeks before the meeting for a chance to review before the meeting;
13. Announcements: Watch for Announcements in the Sugar Island Quacker, or "I Love Me Some Sugar Island", or on the Sugar Island Township Website.

Adjournment: Motion made by Trustee Noble, at 8:05 p.m. seconded by Trustee Repa, passed 5/0

Respectfully Submitted by Clerk Nancy L. Andary

Proposed