

**Sugar Island Township  
BOARD MEETING  
May 11, 2021**

**MINUTES**

1. Supervisor Mark Eitrem called the Meeting to Order at 7:03 p.m.
2. Supervisor Mark Eitrem lead the Reciting of the Pledge of Allegiance;
3. Roll Call Taken, Present were, Trustee Ben Repa, Trustee Kathy Noble, Supervisor Mark Eitrem, Clerk Nancy Andary, Treasurer Ann Rosenbum; all present;
4. Changes/Additions to the Agenda – No Changes or Additions to the Agenda
5. Approve Minutes from the Last Meeting. Trustee Repa made Motion to approve the previous minutes, Trustee Noble 2<sup>nd</sup>, Motion passed 5/0
6. Correspondence: Clerk Andary brought up she had received two checks from the Joyce A. Franks Trust, Charitable Donations in Memory of Tom Franks. One check in the amount of \$1000.00 dedicated to the Ambulance Fund, and another check in the amount of \$2000.00 dedicated to the Fire Department Fund.

Treasurer Rosenbum discussed that she had gotten a quote from BSA software and the advantages of switching to BSA.

Shane Albrecht from the Health Dept. had been to the Hall and gave us Four Violations.

7. Unfinished Business:
  - a. Discuss and Consider Fire Dept. Budget Amendment: The Clerk received the amended Budget from Chief Dave Pine, after some discussion, there was a Roll Call vote taken: Motion presented by Mark Eitrem, and supported by Nancy Andary

Supervisor Eitrem	Aye	Nay
	<u>  X  </u>	<u>      </u>
Clerk Andary	Aye	Nay
	<u>  X  </u>	<u>      </u>
Treasurer Rosenbum	Aye	Nay
	<u>  X  </u>	<u>      </u>
Trustee Repa	Aye	Nay
	<u>  X  </u>	<u>      </u>
Trustee Noble	Aye	Nay
	<u>  X  </u>	<u>      </u>

- b. Supervisor Eitrem requested the Ambulance Department create a detailed plan to bring operations and related expenditures in line with revenues.
- c. Discuss and Consider Stage II of the new storage area construction. Bids range from \$ 2910.65 to \$3823.15 with Soo Builders have the lowest bid. Supervisor Eitrem requests to make this purchase. Supervisor Eitrem made a Motion to accept the lowest bid, Trustee Repa 2<sup>nd</sup> Motion, Motion passed 4/1, Treasurer Rosenbum voted no.
- d. CCRC ditching, culvert & road work list: Supervisor Eitrem discussed the upcoming work list.

8. Public Comment: No Public Comment

9. Treasurers Report:

Treasurer's Report;

a. General Fund	\$151,790.29
RESTRICTED FUNDS	
b. Road Fund	\$824,289.77
Fire Fund	\$159,199.22
Ambulance Fund	\$ 88,133.54
Liquor Fund	\$ 372.48
Solid Waste Fund	\$ 82,164.44
Metro Fund	\$ 5,754.01

10. Public Hearing for New Clerk Selection- Candidate Presentation & Board Questions:

Three Candidates were interviewed during the selection process, which were: Brittney Behm, Jennifer McLead, Jaci Brown, attached is the Process for Presentation presented to the Candidates developed by Supervisor Eitrem.

11. New Business

- a. Discuss and consider selection of a new Township clerk. Candidate Brittney Behm was selected to be the new Clerk. Trustee Repa made a Motions to select Brittney Behm to be the new Clerk, Trustee Noble 2<sup>nd</sup> Motion, vote passed 4/0. Current Clerk Andary was unable to vote on this matter.
- b. Discuss and consider and Update to Administrative rules and Procedures. The changes were made and Trustee Noble made a Motion to accept the update to Administrative Rules and Procedures, Trustee Repa 2<sup>nd</sup> Motion, Motion approved 5/0.
- c. Discuss and consider the Establishment of a Playground Area for Small Children, There was a presentation by Deb Cox, there will discussion and research done.
- d. Introduce DRAFT Solid Waste and Recycling Guide. Supervisor Eitrem developed a Solid Waste and Recycling Guide he shared. Also, there was discussion on the spring and fall cleanup programs. Also, Supervisor Eitrem mentioned the South End Transfer Station was now opened. After much discussion Trustee Noble made a Motion and Clerk Andary 2<sup>nd</sup> Motion from Cleanup to be for the Month of June and

the Month of September, with was passed with a vote of 4/1 with Supervisor Eitrem voting No.

- e. Discuss and Consider the compensation rate for the Deputies when the respective Deputy must assume their daily responsibilities.  
Supervisor Eitrem made motion to prorate the Clerks wages for the Deputy, Trustee Repa second motion, Motion passed 4/1 with Trustee Noble voting No.
- f. Discuss and consider the hourly compensation rate for orientation and training, It was discussed \$12.50 per hour with 40 hours per month.

12. Public Comment

13. Department/Committee reports:

- a. Ambulance Report - There had been 3 runs in April, 0 in May so far, Austin Conway is a new employee for the EMT's. Clerk Andary made a Motion to accept Austin Conway as a new employee and Trustee Noble 2<sup>nd</sup> Motion, Motion passed 5/0.
- b. Fire Report – There had been 3 fires, 2 brush fires 1 structure which Sugar Island aided Soo Township in extinguishing.
- c. Planning Commission, Next meeting won't be until Sept or Oct.
- d. Zoning Board – Nothing to Report
- e. Board of Review – Nothing to Report
- f. Election Committee – Nothing to Report

14. Board Member Reports

Trustee Repa reported he met with Shane Albrecht inspected the hoses, we need new back flow preventers on hoses need two new ones.

15. Announcements

- a. Watch for Announcements in Sugar Island Quacker
- b. Watch for Announcements on "I Love Me Some Sugar Island" Facebook site
- c. Watch for Announcements on the Sugar Island Township Website
- d. Soliciting Volunteers for Various Appointments to Personnel and Beautification Committees
- e. Board considers resignation of Clerk Andary: Trustee Noble made Motion to accept Clerk Andary's resignation, Trustee Repa 2<sup>nd</sup> Motion, motion passed 4/1 with Treasurer Rosenbum voting No.

16. Adjournment: Clerk Andary made a Motion to Adjourn the Meeting at 9:14 p.m. Treasurer Rosenbum 2<sup>nd</sup> Motion, Motion passed 5/0

Respectively submitted by

Nancy Andary

Nancy Andary, SI Township Clerk

PROPOSED