

**ST. IGNACE TOWNSHIP REGULAR MEETING MINUTES**  
**February 9, 2022**

The regular meeting of the St. Ignace Township Board of Trustees was held on February 9, 2022, at the Township Hall. Meeting was called to order at 6:30 p.m. by Supervisor Danielson.

**Present:** Supervisor Danielson, Treasurer Massey, Clerk Oja, Trustee McKenzie, Trustee Mitchell

**Absent:** None

**Public Comment:** Township resident Jerry Lee was present with questions on his tax bill. Treasurer Massey assisted him with the matter.

**Minutes:**

Clerk Oja submitted the minutes for the January 12, 2022, regular meeting. Motion by Mitchell, supported by McKenzie, to accept the minutes as presented. Motion carried.

**Treasurer Report:**

Treasurer Massey presented the Treasurers Report for January. Motion made by McKenzie, supported by Danielson, to accept the Treasurers report as presented. Motion carried.

**Zoning Administrator Report:**

Supervisor Danielson gave an update on a few zoning matters in the township.

**Clerk Report:**

Clerk Oja submitted the February expenses for approval:

General Fund:	\$12,334.57	Payroll:	\$6,539.60	
Road Fund:	\$0.00	ACH Payments:	\$4951.28	Payroll DD
Recreation Fund:	\$0.00	MI w/h Tax:	\$ 277.96	
Sewer Fund:	\$305.89	FICA Tax:	\$1,090.06	
Total:	\$12,640.46			

Motion by Danielson, supported by Mitchell, to accept the expenses as submitted. Motion carried.

**Old Business:** None

**New Business:**

*Board of Review Resolutions*

Assessor, Katie VanEenanaam-Carpenter, presented the Board with the required Board of Review resolutions for adoption.

Motion by Massey, supported by Mitchell, to approve Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test No. 2022-01. Roll call vote: Yes: Danielson, Massey, Oja, McKenzie, Mitchell, No: None. Motion carried.

Motion by Oja, supported by Massey, to approve Resolution to Set an Alternate Start Date for the March Board of Review No. 2022-02. Roll call vote: Yes: Danielson, Massey, Oja, McKenzie, Mitchell. No: None. Motion carried.

The Assessor also requested that she approve the BS&A software link be included with the township website. This will allow the public to access the BS&A site to look up property searches and other records for a small fee (\$1-3 per record). There is no cost to the township, as the user pays the fee. The Board agreed this would be beneficial for the township.

*Proposed 2022-23 Budgets*

Clerk Oja presented the Board with the proposed 2022-23 Budgets for review. The ARPA funds will be part of the general fund, but will have its own budget as it needs to be tracked separately. Clerk Oja stated the new ambulance purchased and the EUPConnect Collaborative Agreement expense was taken from the ARPA

funds. The second installment will be coming this year and the Board will have to decide how to spend those funds. Supervisor Danielson will be attending a Mackinac County Road Commission meeting to review any road projects needed for the 2022 season. This may impact the Road budget for 2022-23.

*Salary Resolutions*

Treasurer Massey presented figures regarding cost of living raises for the Board, including an increase in the salary for Supervisor to \$15,480, Treasurer to \$18,688, Clerk to \$19,688, which includes an extra \$1,000 annually for election and additional duties, and \$3,036.00 for Trustees. The positions of Assessor and Zoning Administrator need to be reviewed also, due to their duties and comparisons to other townships.

Assessor, Katie VanEenanaam-Carpenter, was present and informed the Board on being a statutory employee and the differences in pay. The Board agreed to table the wages for the Assessor and Zoning Administrator positions to the March meeting to review.

Motion made by Danielson, supported by Massey, to approve Resolution to Establish Township Officers Salary No. 2022-03. Roll call vote: Yes: Danielson, Massey, Mitchell, Oja, McKenzie. No: None. Motion carried.

**Correspondence:** None

**Adjourn:**

Motion made by Danielson, supported by Mitchell, to adjourn the meeting. Meeting adjourned at 7:15 p.m.

Respectfully submitted by:

Sheri L. Oja, Clerk

Date: 2-11-22