

**ST. IGNACE TOWNSHIP REGULAR MEETING and
BUDGET HEARING MINUTES
March 20, 2024**

The regular meeting and Budget Public Hearing of the St. Ignace Township Board of Trustees was held on March 20, 2024, at the Township Hall. Meeting was called to order at 6:36 p.m. by Clerk Oja.

Present: Treasurer Massey, Clerk Oja, Trustee McKenzie, Trustee Mitchell

Absent: Supervisor Danielson

Minutes:

Clerk Oja submitted the minutes for the February 14, 2024 regular meeting. Motion by Massey, supported by Mitchell, to accept the minutes as presented. Motion carried.

Treasurer Report:

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

Clerk Report:

Clerk Oja submitted the March expenses for approval:

| | | | | |
|------------------|-------------|---------------|------------|------------|
| General Fund: | \$18,569.80 | Payroll: | \$9,400.01 | |
| Road Fund: | \$0.00 | ACH Payments: | \$8,021.59 | Payroll DD |
| Recreation Fund: | \$0.00 | MI w/h Tax: | \$ | |
| Sewer Fund: | \$251.89 | FICA Tax: | \$1,378.42 | |
| Total: | \$18,821.69 | | | |

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

Zoning Administrator Report:

Zoning Administrator O'Brien was present and updated the Board on approved zoning permits and pending blight issues. He has completed the Zoning Administrator Certificate Program and stated he learned many things at the training.

Old Business: None

New Business:

St. Ignace Twp Assessor

Township Assessor, Katie VanEenanaam-Carpenter, brought forms before the Board that needed approval.

Motion by Oja, supported by Mitchell, to approve the St. Ignace Township Board Resolution No. 2024-04 to Adopt Poverty Exemption Income Guidelines and Asset Test. Roll Call Vote: Aye: 4, Nay: 0. Motion carried.

Motion by Oja, supported by Massey, to approve the St. Ignace Township Public Inspection of Records Policy, Policy and Procedure for Public Inspection & Copying of Public Records in Lieu of Customary Business Hours. Roll Call Vote: Ayes: 4, Nays 0. Motion carried.

Motion by Mitchell, supported by Massey, to approve the St. Ignace Township Assessment Records Access Policy, Assessor Contact Information & Policy Regarding Access to Assessment Records. Roll Call Vote: Ayes: 4, Nays: 0. Motion carried.

Cherry Capital Communications – Right of Way Telecommunications Permit

Levi Schrepfer was present representing Cherry Capital Communications from Elk Rapids, MI with a Right-of-Way Telecommunications Permit they would like approved by the Board. Their goal is to deliver Fiber to all

serviceable locations within St. Ignace Township. Motion by Massey, supported by Mitchell to approve the Right-of-Way Telecommunications Permit from Cherry Capital Communications. Motion carried.

Public Budget Hearing

Motion by Massey, supported by Oja, to adjourn regular meeting and open the Public Budget Hearing. Motion carried. Clerk Oja called the public hearing on the budget to order at 7:13 p.m.

The Board reviewed the proposed 2024-25 budgets for the General Fund, Road Fund, Sewer Fund and Recreation Fund.

Public Comment - None

Motion by McKenzie, supported by Mitchell to close the Public hearing. Motion carried. Public hearing closed at 7:22 p.m. Clerk Oja called the regular board meeting back to order at 7:22 p.m.

Budget Amendments/Transfers

Clerk Oja presented budget transfers and Budget Amendments needed for the General Fund. Motion by McKenzie, supported by Mitchell to approve the budget transfers and budget amendments. Motion carried.

Clerk Oja presented the Resolution No. 2024-03 General Appropriations Act. Motion by Massey, supported by McKenzie, to approve the General Appropriations Act. Roll call vote: Yes , No . Motion carried.

Motion made by Mitchell, supported by Massey to approve the 2024-25 Budgets as presented. Motion carried.

Public Comment None

Correspondence

Clerk Oja informed the Board that Supervisor Danielson has requested that the April regular meeting date of April 10th, be changed to April 9th as he cannot attend the meeting on the 10th and does not want to miss two meetings in a row. The Board agreed to change the April meeting date to Tuesday, April 9th at 6:30 p.m.

Adjournment

Motion by Massey, supported by Oja, to adjourn the regular board meeting. Motion passed. Meeting adjourned at 7:35 p.m.

Respectfully submitted by:

Sheri L. Oja, Township Clerk

Date: 3-22-24