

TOWNSHIP OF CHESANING
APPROVED
MINUTES OF THE BOARD OF TRUSTEES
REGULAR MEETING
MEETING MINUTES
April 4, 2024
7:00 P.M.

Regular Meeting: Called to order at 7:00 p.m.

Pledge of Allegiance was led by the Board of Trustees.

Members Present: Supervisor Joe Ruthig, Clerk Daniel Himstedt, Treasurer Cathy Gross, Trustees: Kevin Carlton, Pete Hemgesberg, Bill Hedrich and Ken Hornak.

Approval of Agenda: Agenda was presented for approval. Motion by Hedrich, support by Hemgesberg, to approve the agenda. Motion Passed.

Approval of Minutes: March 7, 2024 Regular board meeting minutes were presented for approval. MOTION by Hornak, support by Hedrich to approve the March 7, 2024 Regular Board Meeting Minutes. Motion Passed.

Presentations: None

Correspondence: Saginaw County Parks and Recreation brochure received by Supervisor Ruthig. They are available on the Saginaw County website.

Brief Public Comments: None.

Committee/Board Reports:

- County Commissioner-Dennis Harris
- County Road Commission-SCTOA-Ken Hornak
- **Cemetery**-Daniel Himstedt, Peter Hemgesberg, Bill Hedrich: Clean up will start in April.
- Building Official-Rob Kehoe
- Ordinance Enforcement Officer-Dan Kuhn
- **Rehmann Health Center**-Cathy Gross: Mobile Dental Clinic scheduled April 23rd. WIC continues twice a month. They are looking for an exterminator as the previous person is no longer available.
- **Fire Board** -Joe Ruthig: Meeting was held on March 13, 2024. There have been 40 calls year to date and 15 calls for the month of January. Ladder Testing was conducted and all ladders passed inspection. CBFDF is working with the Village of Chesaning to ensure new commercial buildings are being inspected during construction. Goodard Township Fire Department (South Branch) received CBFDF's old Air Packs and Wildfire Gear. CBFDF purchased new gear with a FEMA grant. Branden Fall is training and taking classes to become a Fire Inspector. CBFDF has applied through the AFG for a \$600,000 grant to replace Tender 1. Please call CBFDF for a burn permit before spring cleanup fires.
- **MMWA**-Daniel Himstedt, Ken Hornak: Next meeting is scheduled for May 8th, 2024. Ken Hornak will attend as the alternate.
- Task Force-Joseph Ruthig
- Parks & Rec-Kevin Carlton

Board Officials Reports:

Supervisor: Chesaning will hold its annual 4th of July Fireworks display on Thursday June 27th with a rain date of Friday June 28th. The Second annual Dri-Tri will be held on Saturday July 27th. Chesaning Township will be holding a Spring Cleanup at Parshallburg Park on May 4th with an alternate date of May 11th starting around 9:00 AM. Bring Rakes, Shovels, Pitch Forks, Weed Whackers, Blowers, Chain Saws, and Matches for a fire. Parshallburg Park Update: About two weeks behind schedule waiting on updated 100 year Flood Plain data. Still hoping to start in the fall with Kayak Launch going in in the spring of 2025.

Clerk: Approximately \$6,700.00 in expenses were submitted to the state for reimbursement from the February 27, 2024 Presidential Primary. Petitions are currently available at the Township Hall with the following deadlines. Township office petitions are due by 4:00 PM on April 23, Village and School Board petitions are due on July 23rd, and Library Board petitions are due August 13th.

Treasurer: 2023 tax season is wrapped up. All the money has been disbursed to the proper units. Total Collected \$6,657,257.00. Cathy collected \$5,817,514.00 or 87% of the taxes the rest were delinquent and we should see them in May or June when we receive our delinquent buy back money. Treasurer will be getting her reports ready for the audit.

Unfinished Business:

- **Discussion About ARPA Funds:** Annual Reporting has been completed. Have until the end of the year to complete obligation of ARPA moneys.
- **Consider Purchase of Office Chairs (ARPA Funds):** Chairs from McNalley Office Supplies were researched. Chairs recommended by McNalley Office Supplies are adjustable and would fit most people. Supervisor would prefer the same chair as found in the boardroom. Four office chairs would be purchased for Treasurer, Clerk, Deputy Clerk and Administrative Assistant. Supervisor recommends purchase of 5 new chairs to update office chairs. **MOTION** by Hornak supported by Carlton to purchase 5 new office chairs for a total of \$2,140.00 from McNally Office Supply. Roll Call Vote: Yeas: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Himstedt, Ruthig. Nays: None. Motion Passed.

New Business:

- Consider Hiring of Pat Olk as the Chesaning Township Ordinance Enforcer:** Last month Chesaning Township accepted the resignation of Dan Kuhn Ordinance Enforcer. Pat Olk was contacted and was interested in the position with a salary of \$300.00 a month. Need to check with lawyers to make sure that he is able to address Zoning issues also. **MOTION** by Hedrich supported by Hemgesberg to hire Pat Olk as Assistant Zoning Administrator in charge of Enforcement only and Ordinance Enforcer. Roll Call Vote: Yeas: Hedrich, Hornak, Hemgesberg, Gross, Himstedt, Carlton, Ruthig. Nays: None. Motion Passed.
- Open Sealed Bids and Consider Purchase of New Flooring for Chesaning Township Hall (ARPA Funds):** Opened bids received from Thompson Flooring, Biggers Flooring, Gieskens Flooring and Solar Contract Carpet. Solar Contract Carpet from Redford, MI bid price \$13,958.11. Gieskens Flooring and Cabinetry from Chesaning, MI bid price \$14,585.13. Biggers Carpeting from Owosso, MI bid price rolled carpet \$15,188.00 Carpet tiles \$17,214.00. Thompson Carpeting from Owosso, MI bid price \$10,185.00. **MOTION** by Hedrich supported by Hornak to accept a bid of \$14,585.13 to carpet Township Hall from Gieskens Flooring and Cabinetry. Further discussion: Hornak and Gross feel the most comfortable with a local company. Hemgesberg had previous experience with this company and they were able to fix a problem quickly. Flooring company suggested not using vinyl tile due to aesthetics. Roll Call Vote: Yeas: Hornak, Hemgesberg, Gross, Himstedt, Carlton, Hedrich, Ruthig. Nays: None. Motion Passed.
- Open Sealed Bids and Consider Contract for Building a 14X18X8 ft Pavilion at the Chesaning Township Hall Park (ARPA Funds):** Opened bids received for pavilion from Hoover Construction, Seth Deale Construction, Sari Acres, and Bowler Builders. Bowler Builders from Freeland, MI bid \$49,800.00. Seth Deale Construction from Chesaning, MI bid \$28,750.00. J. Hoover Construction from Chesaning, MI bid \$18,700.00. Sari Acres from Chesaning, MI bid \$10,855.00. Picture that was used as an example building was brought to us by J. Hoover Construction. **MOTION** by Hemgesberg supported by Hedrich to contract with J. Hoover Construction for \$18,700.00 to build pavilion Roll Call Vote: Yeas: Hemgesberg, Gross, Himstedt, Carlton, Hedrich, Hornak, Ruthig. Nays: None. Motion passed.
- Consider Contract with Sloan Septic Tank Service:** Supplier of porta potties for Parshallburg Park, Cemetery and Township Park. **MOTION** by Hedrich supported by Hornak to contract Sloan Septic Service for our Porta Potty needs. Roll Call Vote: Yeas: Gross, Himstedt, Carlton, Hedrich, Hornak, Hemgesberg, Ruthig. Nays: None. Motion passed
- Consider Contract with Heiden Technology Solutions for IT Support (\$300 per Month):** CMT our current IT company has notified us that they are closing. Therefore we are in need of a new company to handle our IT needs. We were in the process of looking for a new company prior to notification from CMT. Heiden presented their offering of a couple of options. The managed subscription would be \$300.00 a month. They also offer a "time and materials" plan. Due to current needs Supervisor recommends using the \$300.00 dollar plan at this time. **MOTION** by Hornak supported by Carlton to Hire Heiden Technology Solutions to manage IT needs. Further discussion:

They have local technicians and Deputy Clerk has worked with them in the past and has been pleased. Roll Call Vote: Yeas: Carlton, Hedrich, Hornak, Hemgesberg, Gross, Himstedt, Ruthig. Nays: None. Motion passed.

- F. **Consider Installing Fencing at Parshallburg Park Parking Lot (\$350.00)** Supervisor would like to install fencing at Parshallburg Park to solidify boundary and property lines. **MOTION** by Carlton supported by Hornak to spend \$350.00 to buy some fence post and rails for the parking lot at Parshallburg Park. Roll Call Vote: Yeas: Hedrich, Hornak, Hemgesberg, Gross, Himstedt, Carlton, Ruthig. Nays: None. Motion passed.

Public Comment: Three minutes Per Person (any topic): None

Township Board Comment: Hemgesberg commented on lawn care at Parshallburg park. Discussion was held regarding who will be taking over this task.

Approval of Bills: MOTION by Gross, supported by Hedrich to pay the bills as presented totaling \$71,189.63. \$40,000.00 dollars of this was fire money from taxes that came in and went out. Roll Call Vote: Yeas: Hornak, Hemgesberg, Gross, Himstedt, Carlton, Hedrich, Ruthig. Nays: None. Motion Passed.

Adjournment: Motion by Hemgesberg, supported by Hedrich, to adjourn the meeting at 8:08 p.m. Motion Passed.

Approved: _____

Daniel Himstedt, Clerk Chesaning Township

Supervisor Approval – Yes___ No___

Change Requests_____

Supervisor Joe Ruthig_____ Date:_____