

# MASTODON TOWNSHIP BOARD

## Regular Meeting Minutes

May 12, 2020

Supervisor Frank Siewiorek called the meeting to order at 4:30 p.m. at the Mastodon Township Hall. He asked all to rise for the Pledge of Allegiance. Board Members present: Supervisor Frank Siewiorek, Clerk Jan Lemke, Treasurer Sheri Skrzyniarz, and Trustees Chad Skinner and Mike Bjork.

Attendees: Dan Kurtz, Andy Fleming, Dave Smith, Joanne Burns, and Renee Saudan.

Changes to agenda: None.

March Meeting and Budget Meeting Minutes - Both stand as written.

Treasurer Report: The Treasurer's report for April was reviewed. Sheri will review tax collection policy with MTA.

Clerk's Report: \*Preparing for the August election. Waiting to see what the State regulations will be as we get closer. \*We want to acknowledge that there are 5 women in the township that have been busy making masks for not only the local hospitals but our fire department, our office personnel, and anyone in the township needing masks for themselves. There are not enough words to thank them for their help. \*We have been attending webinars on how to properly reopen the township hall, our parks, etc. when the State of Michigan gives the OK to do so. \*Received approval to put an ad in the "Health Resources 2020" booklet being put out by the Reporter. \*Jan will be preparing a letter for residents informing them of the Absentee Ballot procedures in place to protect voter confidentiality.

Accounts Payable & Payroll Review: Mike reviewed checks #28320 through 28390 from the General Fund. Sheri made the motion to accept the list and the motion was seconded by Chad. All in favor.

Supervisor's Report: Frank contacted the DEQ regarding the removal of water from Stager Lake. They suggested that we put signs up saying that it is prohibited to remove water. \*Frank attended the Iron County Road Commission (ICRC) meeting. All of our road work is scheduled to be completed. Jan stated we do not have a signed contract with them for we are waiting for them to correct the contract sent last fall. Doug assured Frank that he will contact Jan to correct the contract. ICRC will not be doing any crack filling this year. All gravel roads have been graded.

Fire Department Report: Andy presented the fire department monthly report and stated that there was one fire call in April. \*Frank will be attending the Alpha meeting and would like to address the hydrant issue in the Village. Andy will get a copy of the documentation given to Steve Martin regarding this issue.

Zoning Admin.Report: Jeff emailed his report to the Board.

Planning Commission Report: Chad stated that the Planning Commission did not meet in April.

ICECA Report: Mike reported that Paul Schuytema has resigned.

Maintenance Report: Frank informed Dan that roads are graveled and ready for chloride. \*The new docks for Stager Lake have been ordered.

**Unfinished Business:**

**Recreational Marihuana Ordinance:** The Board reviewed questions that came up regarding how and when to handle renewals of licenses. It was determined that renewal dates would be one year from date of Board approval. \*A discussion took place regarding whether or not Mastodon Township should establish a 'scoring rubric' to process applications. It was determined that the Board will review the draft we have started and will discuss at our next meeting.

**New Business:**

**Antenna at Camp 5:** A Camp 5 resident informed the Board that they were willing to take the unused antenna tower at the Camp 5 hall. After discussion it was determined that Jan will prepare a document for the resident to sign indicating that what is available is strictly 'scrap metal' for the antenna tower is no longer usable. Also, the document will address the fact that the resident is responsible for all liability in dismantling and moving the scrap metal.

**Township Spending:** The Board discussed whether or not we need to put a hold on some of the projects planned for this year due to the COVID-19 issue the Country is dealing with. It was determined that we would put all unnecessary spending on hold until further notice. Jan suggested that the Board review the Capitol Outlay spending authorized at our Budget Meeting held in March.

**Social Media Policy:** It was determined that we need to add a social media policy to our existing Mastodon Township Policy Manual. The Fire Department has a Facebook page and the Township may want to start one as an additional means to get information out to our tax base. Samples have been distributed and will be reviewed by the Board and finalized at our June meeting.

**GIS Communication:** An issue was brought before the Board regarding communication between our GIS provider, our Assessor, and the Township Board. After discussion, it was determined that Mastodon Township wishes to have all GIS data information, including the assessor cards, published on our website. If there is difficulty in getting the information, the GIS provider must communicate the issue with the Board. Sheri will contact the GIS provider to provide the above information. The Mastodon Township Online GIS Data Information To Be Published form will be signed and a copy sent to the GIS provider and our assessor.

**Work on Buck Lake Park Road:** A quote was received from Fahrner to grade our two parking lot areas with 200 tons of 22a gravel. Dan will contact Fahrner to get more specifics on all areas that need to be done.

**Other Business:** Dan asked about putting in a keypad on the outside and inside doors for entry into the office area as well as the garage area. All agreed we have to have better security to protect our files. Andy also asked for a replacement for the fire department entry. There is no key available in case of emergency. It was OK'd to go ahead with a new lock for the fire department.

**Public Comment:**

The meeting was adjourned at 6:10 pm.

Respectfully submitted,

Jan Lemke, Mastodon Township Clerk