

## **Minutes of the September 5, 2023, Regular Board Meeting of Sherman Township**

The regular scheduled meeting of the Sherman Township Board was held on Tuesday September 5, 2023, at 7:00 pm, in the meeting room of the township hall. The meeting was called to order by Supervisor-Smalligan at 7:01 pm. After the pledge of allegiance, roll call was taken and members present were Karen Berens, Doug Berens, Stan Stroven, Ken Smalligan, and Jamie Kukal.

Motion was made by S Stroven and 2nd by K Berens to approve the agenda as presented. All approved, motion passed.

Motion was made by S Stroven and 2nd by D Berens to approve the minutes from August 7, 2023, with corrections. All approved, motion passed.

There was no public comment at this time.

Treasurer-Berens presented her report of outgoing funds highlighting the previously approved transfer to the road fund and insurance renewal payments. She also reported that the final road improvement bill was a significant discount from the original bid, and she just received the quarter's revenue sharing check of \$35,740. Berens had no update on the status of a weed whip for the park at that time and reminded the board of the upcoming NCTOA meeting and the venue change. A motion was made by S Stroven and 2nd by D Berens to accept the Treasurer's report and authorize the payment of bills. Roll call vote was taken. Yes; K Berens, D Berens, S Stroven, Ken Smalligan and J Kukal No; none. Motion passed.

Clerk-Kukal presented the clerk's report, highlighting the upcoming November election and MTA professional development retreats. Kukal asked the board for authorization to attend the clerk's portion to gain more knowledge on the implementation of Proposal 2. Motion was made by K Berens and 2nd by S Stroven to allow any official interested in attending the MTA fall PD retreats, to attend at \$365 per session and lodging included. Roll call vote was taken. Yes; K Berens, D Berens, S Stroven, Ken Smalligan and J Kukal No; none. Motion passed.

Kukal updated the board on the status of the parking lot project and security system installation with projected dates for October. For the SAD's, Crystal lake committee recommended to keep the rate at \$150 per parcel and to add Kevin Kaastra to the weed committee. Motion was made by S Stroven and 2nd by K Berens to approve the Crystal Lake recommendation for the SAD rate to stay at \$150 per parcel and add Kevin Kaastra as a committee member. All approved, motion passed. Robinson Lake committee recommended the allotted 10% increase to all parcels, bringing them up to: \$195.65 for Lakefront parcels, \$146.74 for Robison Creek parcels, and \$19.55 for unbuildable parcels. Motion was made by K Berens and 2nd by S Stroven to approve the Robinson Lake Committee recommendation for the SAD rate to increase by 10% per parcel resulting in \$195.65 for Lakefront parcels, \$146.74 for Robison Creek parcels, and \$19.55 for unbuildable parcels. All approved, motion passed. Mayo Dr Committee recommended to decrease the SAD by \$50, bring it to \$200 per parcel. Motion was made by D Berens and 2nd by S Stroven to approve the Mayo Dr. Committee recommendation for the SAD to decrease by \$50 to \$200 per parcel. All approved, motion passed. Previously S Stroven had provided calculated projections for the Emergency Services special assessment roll at different rates and after review clerk-Kukal recommended raising it from the current .87 to .89 to help cover the deficit the township had the

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previous two years in covering emergency services contractual costs. Motion was made by K Berens and 2nd by D Berens to assess the Emergency Services Assessment at .89 mils. All approved, motion passed.

Previously J Kukal had provided the board with a financial cost analysis of the Proposal 2 implemented early in-person voting costs per township, which showed three possible scenarios. Option A is independent, for the township to operate the early voting at \$20,974 to implement and \$13,161 for ongoing future elections. Option B is for townships to partner with neighboring townships to operate the early voting in one central location at \$20,974 to be split with partnering townships equally for implementation and the \$13,161 for ongoing future elections, bringing Sherman's proposed cost to \$4,195 to implement and \$2,632.2 for ongoing future elections. Option C is to partner with the County where they would host the early voting at \$94,773 to implement and \$64,311 for ongoing future elections. The townships' portion will depend on how many townships chose to enter into such a partnership, preliminary projections are from \$2,704 to \$3,146. Clerk-Kukal also presented a draft of an early voting site agreement for review. Kukal recommended entering into a partnership with the county as the best fiscal option for the township. Motion was made by S Stroven and 2nd by K Berens to enter into the early voting agreement with the county. All approved, motion passed.

Supervisor- Smalligan had no communications to report at that time and asked S Stroven for a status update on the new flooring installation. Stroven reported that the carpet has been ordered, however does not have an installation date yet.

For trustees' reports, trustee-Berens updated the board on the cemetery water well repairs, confirming that the control box was replaced and is expected to cost about \$3,000.

Sexton-Tollefson confirmed that the water is back in working order and Johnsons have been contacted to return and set the sprinklers back up, since they had to cancel the timing program until the well was fixed. Clerk-Kukal responded to a previous enquiry that Tollefson had, with her findings. In February 6, 2023, at the board meeting the board passed a motion to allow free usage of the township hall meeting room for any past or present township employee and their immediate family to use for memorial services. Tollefson had recently rented the facilities for a memorial service and Kukal recommended that the rental fee be returned to her. The board agreed with the findings and the return of her fee. Kukal also asked for a paper trail of Tollefson's donation of labor for the base pored.

Assessor-Story was not present, and no report was provided.

For the planning commission, D Berens reminded everyone of the upcoming public hearing for the proposed Home-Based Business Ordinance changes on September 13, 2023, at 7 pm. .

Building inspector-Smalligan presented his report indicating 5 permits and 5 inspections last month.

Zoning Administrator-Kukal confirmed the 5 permits.

For White Cloud Sherman Utilities will meet September 11, 2023, due to the recent holiday.

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For Fremont Fire District, K Berens reported billing \$659.62 and collecting \$86.75 for the month. For White Cloud, K Smalligan asked the board to review the updated ordinances and they will be on next month's agenda for a vote.

There was no new or unfinished business.

For the Board member's comment, K Smalligan apologized for his lack of concentration earlier. J Kukal voiced her opinion on the recent letter the board received from the lawyer in regard to the supervisor's concerns with the proposed Home-Based Business ordinance changes. Kukal feels this was a personal use of the supervisor's position and the township should not be responsible for the billing for the lawyer services. Kukal felt that the letter reflected the supervisors own bias concerns and was not an accurate representation of the governing board at the time. K Berens was also taken by surprise when she received the letter, however, did find some value in his opinion. K Smalligan responded that as the supervisor he can contact the lawyer with his concerns and stands behind his actions as no bias. S Stroven suggested that the board revisit the subject of who is allowed to contact the lawyer and when prior approval is needed if expenses will be encored. K Smalligan asked if he was going to have to ask for approval to contact a lawyer to fight the paying of the bill. J Kukal responded that in the supervisor's email, where he forwarded the letter to the board, he wrote "I probably should have asked prior to our August meeting" and that shows even he questioned it at the time and the billing is not even up for approval at this time, she just wanted her opinion document at this time. D Berens commented that he was also taken off guard by the letter and feared it was a repeat of the Petz situation, where the lawyer sent the residents letters with the supervisor's consent prior to board knowledge. K Smalligan responded that Butch Deur and Chad Kukal sat in on that phone conversation and knew about it. C Kukal confirmed that he was there but was under the understanding that the letter was going to the board advising them to act, not to take action and then inform the board.

For public Comment, Karen Koprolices asked if it would be possible for the Robinson Lake committee to put some information in the tax mailing to inform their members. S Stroven advised the group to reach out to equalization and ask for a mailing list and handle it that way within the committee. Al Smalligan didn't understand the biased comment from Jamie. He understands that Jamie has never sat through planning and zoning training with lawyers for years of experience like he has and feels everyone can clean a wealth of knowledge from those opinions. He also asked clerk-Kukal why the font on the public notice in the paper was not the same as other township public notices. Kukal responded that it is the template for public notices provided by the township lawyers that she uses. Butch Deur commented that as the planning chairperson he felt attacked by the opinion of the lawyer in the letter. He asked the board if they still trusted the committee to be working with the best interest of the township in mind or if they had lost trust in them. At this point the committee is working with Ryan Coffee at the board's request to work through the whole ordinance and update the legal language for current and relevant implementation. These changes passed the committee 5 to 2 and the township board 4-1.

Meeting adjourned at 8:17 pm

Submitted by: Jamie Kukal-Clerk

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Visitors present:      Wayne Berens                      Vonda Tollefson                      Jerry Engel                      Al Smalligan  
                                  Chad Kukal                              Gary Smalligan                      Butch Deur                      Dick Chenard  
                                  Karen Koprołces                      Howie Koprołces                      Betty Chenard                      Tim Davis  
                                  Dan Peters

### Jamie Kukal, Sherman Township Clerk

## Balance Sheet

As of August 31, 2023

	Aug 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>MASTER ACCOUNT</b>	
101-001 • General Fund cash	185,528.08
203-001 • Mayo Drive cash	23,148.89
220-002 • Robinson Lake Cash	23,096.06
221-001 • Crystal Lake Cash	45,368.86
336-001 • Fire protection millage Fr & WC	10,913.84
<b>Total MASTER ACCOUNT</b>	<u>288,055.73</u>
151-001 • Cemetery cash	6,647.52
202-001 • Road Checking	65,741.39
249-001 • Capital acquisition cash	3,626.29
<b>260-001 • Gerber FCU</b>	
261-336 • Gerber Fire Runs Savings	3,653.15
263-001 • Gerber FCU ARPA Account	134,791.21
<b>Total 260-001 • Gerber FCU</b>	<u>138,444.36</u>
401-001 • Winter Tax Account	3,898.72
402-002 • Summer Tax Account	60,262.17
<b>Total Checking/Savings</b>	<u>566,676.18</u>
<b>Total Current Assets</b>	<u>566,676.18</u>
<b>TOTAL ASSETS</b>	<u><b>566,676.18</b></u>
<b>LIABILITIES &amp; EQUITY</b>	