

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
MARCH 6, 2023

I. CALL TO ORDER

The meeting was called to order at 7:00 pm.

Supervisor Pihlainen noted that Deputy Clerk Kirsten Blackstock would be taking the minutes.

Present: Terry Pihlainen, Supervisor Connie Lacko, Trustee
 Cheryl Lane, Treasurer Brian Bresette, Trustee
 Kirsten Blackstock, Deputy Clerk

Absent: Catherine Kimar, Clerk

II. AGENDA

A motion was made to accept the agenda as amended (add kitchen update into unfinished business).

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Brian Bresette
Support: Connie Lacko
Motion carried.

IV. REPORTS

A. Financial Report

The treasurer presented the bills for payment.

A motion was made to pay the monthly bills as presented:

- » \$8,887.76 for the general fund, checks #5631 to #5650;
- » \$741.57 for the fire fund, checks #2141 to #2144; and
- » \$5,888.29 for the solid waste fund, check #1252.

Motion: Brian Bresette
Support: Connie Lacko
Motion carried.

A motion was made to approve the monthly balance sheet and profit & loss statements for the general fund, fire fund, solid waste fund and tax fund as presented by the clerk.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

Roll call vote
Ayes: Cheryl Lane
Terry Pihlainen
Connie Lacko
Brian Bresette

Gen: \$715,652.03
Fire: \$375,229.29
SW: \$153,133.16
Tax: \$164,211.65

B. Assessor Report

The supervisor read the report from the assessor (*copy on file*). He is receiving lots of questions on the change of assessment notices.

C. Zoning Administrator Report

The deputy clerk read the report from the zoning administrator (*copy on file*).

D. Fire Department Report

Deputy Clerk Blackstock read the Fire Department Report from Assistant Chief Short (*copy on file*).

E. Planning Commission Report

Trustee Bresette was unable to attend the last meeting, however, it was reported that there were 21 people present to listen to the Survey Results presentation by Dotty LaJoye from CUPPAD. There were several questions from the audience and the presentation went well.

F. Supervisor Report

The supervisor reported on the following:

- * Contacted Senator McBroom regarding the complaint about the Tioga Tavern site.

V. CORRESPONDENCE

none

VI. PUBLIC COMMENT

Opened: 7:15 pm

Comment was received from:

Jarrold Biebel on treasury bonds for township, Bud Hendrick on his undeposited check for a zoning fee, Terry Lane on snow removal and handicapped ramp.

Closed: 7:22 pm

VII. UNFINISHED BUSINESS

A. Kitchen Update

Cheryl spoke to Mike Gentz at Anderson-Tackman (township accountants) prior to writing the check that Terry had requested for the contractors to ensure correct procedures were being followed with federal funds (approximately \$18,000+). Mr. Gentz informed the township that the original motion had not been worded properly (it needed to include the reason the bidding process had been waived, especially when it comes to construction) and we should not write the check until rescinding the original motion and making a new motion with the proper wording in place.

A motion was made to rescind the previous motion to waive the bidding process for the kitchen.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

A motion was made to rescind the previous motion of awarding the bid to Timber Ridge Construction.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

A motion was made to waive the bidding process on the kitchen due to a lack of bidders.

Motion: Terry Pihlainen
Support: Brian Bresette
Motion carried.

Roll call vote
Ayes: Connie Lacko
Terry Pihlainen
Brian Bresette
Cheryl Lane

A motion was made to award the bid for the kitchen to Timber Ridge Construction for \$36,340.

Motion: Cheryl Lane
Support: Brian Bresette
Motion carried.

Roll call vote
Ayes: Connie Lacko
Terry Pihlainen
Brian Bresette
Cheryl Lane

VIII. NEW BUSINESS

A. Deputy Clerk additional pay/Amend budget

As Clerk Kimar is taking a leave of absence for bereavement due to the recent untimely passing of her father, the deputy clerk has temporarily taken on several additional duties.

A motion was made to pay Deputy Clerk Kirsten Blackstock additional pay.

Motion: Terry Pihlainen
Support: Cheryl Lane
Motion carried.

A motion was made to move \$1500 from account #850-965 (Contingency) to account #215-703 (Deputy Clerk Pay) and pay Deputy Blackstock the difference between her Deputy pay and the Clerk's salary for the 2 month period she took over the additional duties.

Motion: Brian Bresette
Support: Cheryl Lane
Motion carried.

Roll call vote
Ayes: Cheryl Lane
Brian Bresette
Terry Pihlainen
Connie Lacko

B. Memorial Donation

A donation was received by the township in memory of Dave Kimar and placed into the budgetary line item for donations.

A motion was made to put the check from the Sassi family into private contribution line then write a check from that account and send to Dave's family.

Motion: Brian Bresette
Support: Connie Lacko
Motion carried.

C. Budget meeting date(s)

The board set the next budget meeting for Friday, March 17th at 10:00 a.m.

IX. PUBLIC COMMENT

Opened: 7:58 p.m.

Comment was received from Jerry Gerou who thanked Kirsten for filling in during Clerk Kimar's absence.

Closed: 7:58 p.m.

X. BOARD CONCERNS

Connie asked about members of the fire department, she was reminded to ask Catherine upon her return.

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 7:59 p.m.

Motion: Cheryl Lane

Support: Connie Lacko
Motion carried.

Respectfully Submitted,

Kirsten Blackstock
Onota Township Deputy Clerk
Proposed: 3/6/23
Approved: 3/17/23