

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
SEPTEMBER 10, 2024 at 7:00 pm
REGULAR BOARD MEETING MINUTES

ITEM 1: CALL TO ORDER

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

ITEM 2: PLEDGE of ALLEGIANCE

The supervisor led the board and public in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

All Present – Supervisor Kramer, Clerk Reidsma, Trustee Vance, Treasurer Dillaha, Trustee Pearson

Staff Present: Ron Odenwald, Chris Green, Dan Rempinski (ProNexus)

Quorum present – yes

ITEM 4: BOARD MEMBER CONFLICT OF INTEREST STATEMENT

Supervisor Kramer reported a potential conflict of interest given his residence is in the sewer district, which is on the agenda.

ITEM 5: PUBLIC HEARING – WRIGHT REAL ESTATE, COMMERCIAL REHABILITATION EXEMPTION CERTIFICATE APPLICATION

Open at 7:01/ Closed at 7:03.

Name: Comment:

M. Bizon Commented on the strong need for a Public Laundry facility

ITEM 6: PUBLIC COMMENT ON AGENDA ITEMS (3 minutes)

The floor was open for public comment at 7:04. Closed at 7:13.

J. McGinnis -- Commerce Park Water Well History

B. Henderson – Parks Expense Question

D. Webb – Road Commission agenda item (consent) comments on need for sidewalk legal opinion

K. Ashford – Comments on Martha Street sidewalk proposal and property issues

ITEM 7: APPROVAL OF CONSENT AGENDA

Consent agenda items include – Bills Report, Bills Sewer project phases 1 & 2, Treasurer Report, Minutes, Reports by DDA, FOIA, Parks, Police, Road Commission agreement, 2024 Tax Rate Request

MOTION: Move to remove ‘Bills Sewer project phases 1 & 2’ from consent agenda to Item 9c.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote

MOTION: Move to approve the Consent Agenda with exception of Sewer Bills phases 1 & 2

Moved by Vance, seconded by Pearson.

MOTION CARRIED by unanimous voice vote.

ITEM 8.0: ICE ARENA NAMING

MOTION: Move to add a Board agenda item for Ice Arena Naming.

Moved by Kramer, seconded by Pearson.

MOTION CARRIED by unanimous voice vote.

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MOTION: Move to name the Cooperation Park Ice Skating rink as the “Harris & Mevin Family Ice Rink” via a Board Resolution.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous roll call vote.

DISCUSSION: This resolution was read citing the family for their generosity and community support over many years. The supervisor asked Mr. Melvin to explain to the Board about the history of the ice rink and another community project the family was supporting.

OLD BUSINESS

ITEM 8A: TREASURER / FINANCIAL REPORT

INFORMATION: The Treasurer Dillaha, Administration Assistant Green, and CPA Dan Rempiski, ProNexis, presented findings and recommendations in regard to Township Accounting (see Board Packet for details). Topics covered include the General Ledger and Systems, Monthly Close, Bank Reconciliations, Fixed Assets, Debt, Due to from Interfund Accounts, Accounts Payable, Payroll & Payroll related Liabilities, Accounts Receivables, Prepaids, and Other Assets, and Staffing.

Biggest challenge were “rocks” (carry-over data in account) without adequate baseline / origination 3rd party evidence (like invoices) to validate the entry. Much of this occurred when transitioning from old accounting system to BSA in 2018. A need for a Debt Service Fund, Fixed Asset Fund, and Enterprise Funds (possibly airport) are under consideration.

Question asked: “Are we missing any money”? Answer: “No”! If someone believes there is money missing, please come forward with data to show us.

No one came forward at the meeting to claim they had the data to substantiate the allegation.

ITEM 8B: WRIGHT REAL ESTATE, COMMERCIAL REHABILITATION EXEMPTION CERTIFICATE APPLICATION

MOTION: Move to approve the Commercial Rehabilitation Exemption Certificate for 10 years.

Moved by Kramer, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

DISCUSSION: Wright Real Estate has filed an application with the township for a Commercial Rehabilitation Exemption for the demolition of a vacant commercial building to build a public laundry facility and business suites at an estimated cost of \$1,800,000, to be completed within the next year. Development will provide jobs and increased tax revenues. This is a commitment being made to the community by the developer given the financials submitted (not a money making proposition). Property taxes remain the same during abatement period. School taxes will increase upon the completion of the project.

ITEM 8C: PARKS TRUCK

MOTION: Move to approve the additional Capital Funds from the General Fund for \$3759 to cover the total cost of the Park’s plow.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

Discussion: The plow and truck are required by Parks for Township Parks and Downtown maintenance and were both approved for \$70k as a Capital Improvement Project (CIP). The plow cost \$3759 more than estimated. It was recommended that the General Fund be used to fund the difference rather than

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the Parks Annual Budget. The plow and truck will reduce the GL 101-000-386 fund to zero in this transaction.

ITEM 8D: AIRPORT HANGER PLOT H LEASE

MOTION: Move to accept the Hanger Plot H Lease offer at \$375/year for 25 years including a cost of living increase on a yearly basis based upon CPI-U index, with lease language to parallel / follow the recent Lepien lease agreement.

Moved by Vance, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

Discussion: Ron Odenwald (deputy Supervisor), worked with the Leasee, to negotiate the terms for the agreement to be contractually documented as the Lease. Previous yearly lease was \$250 / year without any cost-of-living increases for a 25-year term.

MOTION: Move to approve the Clerk to sign all documents on behalf of the Board.

Moved by Kramer, seconded by Pearson.

MOTION CARRIED by unanimous voice vote.

NEW BUSINESS

ITEM 9A: COMMERCE PARK WATER REQUEST

MOTION: Move to approve the "letter of declaration of acceptance" to the Health Department from the Township for MGD to use the Township water system with a metered water cost, MGD pays for all installation / additional costs, pro-rated well maintenance costs, and testing costs with a contract to follow once permit has been provided.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

Discussion: Commerce Park Water Request from MGD Indian River LLC is requesting connection to the Tuscarora Township on-site water system to provide service to the approved development. Underground fuel storage tanks on an adjacent property cancelled the original plans for water service due to setback restrictions. The Health Department is in agreement with this proposal, but requires the Township to provide a letter of declaration of acceptance prior to providing a permit. Township Sewer system currently consumes only 25% of well capacity (estimate) and a coarse estimate of an additional 10% to be required by MGD.

MOTION: Move to approve Ron Odenwald, Deputy Supervisor, to negotiate all contractual agreements once permit has been provided.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous voice vote.

ITEM 9B: BUDGET AMENDMENTS

MOTION: Move to approve the budget amendments (as documented in the Board packet).

Moved by Dillaha, seconded by Pearson.

MOTION CARRIED by unanimous voice vote.

Discussion: Budget Amendments address the Park's Truck plow expense & accounting and the Professional fees for accounting services to address historical issues within our accounts and setup for Sewers phase 1 and 2.

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ITEM 9C: BILLS SEWER PROJECT PHASE 1 & 2

MOTION: Move to approve the phase 2 bills for reimbursements and expenses from the USDA bond fund account.

Moved by Dillaha, seconded by Reidsma.

MOTION CARRIED by unanimous voice vote.

Discussion: The phase 2 invoices (\$259,326.10) were in the Board Packet. Invoices previously paid with Township General fund money, were captured within the Enterprise fund, and can now be reimbursed from the USDA bond account for a total of \$136,623 dollars to be returned to the General Fund. New phase 2 invoices can be paid directly from the USDA bond account for a total of \$122,703.35.

MOTION: Move to approve bills for phase 1 submitted by Performance Engineering.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous voice vote.

DIISCUSSION: A summary of the expenses for phase 1 (Grand Traverse Construction @ \$60,244.25) was included in the Board Packet.

ITEM 10: PUBLIC COMMENT (3 minutes)

Public comment began at 8:43 pm and ended at 8:56 pm.

D. Webb - commented on the allegations of missing money.

P. McGinnis – commented on allegations of OMA violations by board members

K. Rutkowski – addressing rumors regarding “meet the candidates” event

K. Hill - commenting on activities for children within the Library and Indian river

R. Grandy – providing a thank you to Chief Temple and Doug Schofield

ITEM 11: BOARD COMMENT

Four board members commented.

ITEM 12: MOTION TO ADJOURN

Meeting adjourned at 9:10 pm

Respectfully submitted,

Jay Reidsma, Tuscarora Township Clerk