

TROUT LAKE TOWNSHIP

PO Box 215

Trout Lake, MI 49793

906-569-3291(P)

906-569-3772 (F)

Supervisor: David Blake-Thomas

Clerk: David Hillman

Treasurer: Joseph Boudreau

Trustee: Laura Simpson

Trustee: Gary Loomis

Township Board Meeting, December 9, 2020 Minutes, *Approved January 12, 2021 as written.*

Attendance: Fourteen (14)

Meeting called to order at 6:30PM, by Supervisor Blake-Thomas on an audio call with the following Board Members present: David Blake-Thomas, David Hillman, Joseph Boudreau, Gary Loomis, and Laura Simpson. A quorum of the Township Board was in attendance.

1. **Motion** made by Supervisor Blake-Thomas to approve the Board meeting minutes of November 10, 2020, as written. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**

Comments:

1. Supervisor Blake-Thomas introduced the new officers and welcomed them to the Township Board.
2. Mini Park was decorated for the holiday and appreciation was expressed for a fine job by the Pride Committee
3. Expressed appreciation for Deputy Treasurer Simaz helping to clean up the landscaping around the Township Hall.

Clerk Report: David Hillman, Clerk. Financial report received. No additional report provided.

Treasure Report: Joseph Boudreau, Treasurer. Financial report received.

1. Winter tax bills were sent out and many payments and address changes were being processed.
2. Bank balance was down \$5800 as no new deposits have been posted this month.
3. Office hours to process tax payments will be December 31, 2020 9:00 am to 5:00 pm and March 1, 2021 9:00 am to 5:00 pm
4. PRE exemptions were in error in multiple accounts due to a clerical error. This will be corrected at the December Board of Review next week.

Assessor Report: Jessica McLean, Assessor. No report provided. Note: The December Board of Review will meet December 15, 2020 at 10:00 am at the Township Hall to correct clerical errors.

Fire Department Report: John Clark, Fire Chief.

1. Zero (0) runs for the month.
2. Fire trucks have been started and are ready for the winter season.
3. LED wall pack light at the fire hall above the overhead door needs repair.
4. Please make sure your addresses are visible from the road and not worn out so that you can be found in an emergency.
5. Fireman's Fishing Derby has been cancelled for this winter with hope to resume in 2022.
6. The Fire Department is looking for new members. Please contact John Clark 906-203-0621. Must be 18 years old and pass a background check.

Ambulance Service Report: John Clark, Ambulance Corp Captain, David Blake-Thomas, Chairman St. Ignace Area-EMS Council.

1. There were 21 calls with 17 patients transported to the hospital.
2. Currently only John Clark, Steffanie Clark, and David Blake-Thomas are available as EMTs.
3. Comments on EMS subscriptions not having any acknowledgement of payment.
4. AED's have been received and will be placed at a later time.

Unfinished Business:

1. Supervisor Blake-Thomas submitted a grant request for the PAR plan for security/safety lighting for the Campground/Park in November.

New Business:

1. Township Board Meeting Schedule for the year 2021 was approved with a **Motion** from Trustee Loomis to continue the same schedule and time each month. That is the second Tuesday of the month at 6:30 pm. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**
2. Wegwas Road from H40 to the Road End (approximately 600 feet) repaving proposal was presented with an estimated cost of \$38,991. Many ideas were presented to lower this cost and will be discuss with the Chippewa County Road Commission.
3. Appointment of Board Of Review (BOR) was made by a **Motion** by Supervisor Blake-Thomas to appoint Gary Mitchell, Jean Beaudoin, and Sandra Carruthers, with Steffanie Clark as an alternate. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**

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4. Appointment of John Clark to Fire Chief **Motion** made by Supervisor Blake-Thomas. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**
5. Appointment of Supervisor Blake-Thomas to continue to be the representative on the St. Ignace Area EMS board was made by a **Motion** by Supervisor Blake-Thomas. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**
6. Appointment of Deputy Clerk Robert Mowery to be the designated FOIA officer **Motion** was made by Clerk Hillman. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously.**
6. Assignment of additional duties as follows
 - a. Park Management - Supervisor Blake-Thomas
 - b. Township Hall Management - Trustee Loomis
 - c. Cemetery Management - Clerk Hillman
 - d. Attendance at Chippewa County Road Commission meetings - Clerk Hillman
 - e. Attendance at Chippewa County Commission meetings - Clerk Hillman
7. Compensation for the Deputy Clerk was discussed with a request to allow the Deputy Clerk to take on responsibilities of the Clerk to allow the smooth operation of the Clerk Office in any absence of the Clerk. Duties include preparation of the payroll, preparation of warrants, remittance of collected payroll taxes, operation of QuickBooks software for accounting, processing FOIA requests, assignment as the Election Clerk, handling of the water samples for the hall and campground/park. A **Motion** by Clerk Hillman was made to increase the compensation of the Deputy Clerk to \$144 per month. **Roll Call vote:** Trustee Simpson No, Trustee Loomis No, Supervisor Blake-Thomas No, Treasurer Boudreau No, Clerk Hillman Yes. There were four 'Nay' votes. **Motion failed.**
8. Compensation for the Deputy Treasurer was discussed with a request to review similar townships for comparison and bring it up in 3 months.
9. Compensation for the Deputy Clerk and the Deputy Treasurer was set by a **Motion** by Treasurer Boudreau to continue the same compensation schedule that was set previously for the next 3 months. Salary for the mandatory positions of Deputy Clerk set to \$113.50 and Deputy Treasurer to \$60 per month. **Roll Call vote:** Trustee Simpson Yes, Trustee Loomis Yes, Supervisor Blake-Thomas Yes, Treasurer Boudreau Yes, Clerk Hillman Yes. There were no 'Nay' votes. **Motion carried unanimously**
10. The discussion of compensation for the Fire Chief was postponed for 3 months.
11. The Board Policy of paying mileage for township officials and employees travel outside the township was discussed. No definitive policy was established.
12. Trustee Simpson requested the acquisition of Michigan Township Association manuals for each of the Board members. Clerk Hillman will inventory existing library and report at the next meeting.

Motion made by Supervisor Blake-Thomas to pay the bills as submitted by Clerk Hillman. Motion approved unanimously by the Board Members in attendance.

Motion made by Supervisor Blake-Thomas to adjourn. Meeting adjourned at 8:17PM

Respectfully submitted,

David Hillman

Trout Lake Township Clerk

