

PLEASANTVIEW TOWNSHIP BOARD MINUTES

Regular Meeting

June 17, 2024

Meeting called to order by E. Kuligowski at 6:30 p.m.

Roll Call: E. Kuligowski: Supervisor; D. Bosma: Clerk; M. Barkley: Treasurer; Guy Wadsworth: Trustee; B. Wurst: Trustee

Absent: None

Guests: Amie Tiffany: D. Clerk/Secretary; Creston Scheel; Robert Latimer; Jeff & Megan Grimm; Earl Ross; Randy Kloss – running for Sheriff

Pledge of Allegiance.

2024/2025 Budget Approval:

- A. **Resolution 1-2024/2025 – Clerk Salary:** E. Kuligowski motioned to pay the clerk \$13,430/yr. B. Wurst seconded. Roll Call Vote: B. Wurst – Y; D. Bosma – Y; M. Barkley – Y; E. Kuligowski – Y; G. Wadsworth – Y. **Resolution Adopted.**
- B. **Resolution 3-2024/2025 – Treasurer Salary:** E. Kuligowski motioned to pay the Treasurer \$11,430/yr. B. Wurst seconded. Roll Call Vote: G. Wadsworth – Y; E. Kuligowski – Y; M. Barkley – Y; D. Bosma – Y; D. Bosma – Y; B. Wurst – Y. **Resolution Adopted.**
- C. **Resolution 2-2024/2025 – Supervisors Salary.** E. Kuligowski motioned to pay the Supervisor \$11,685/yr. B. Wurst seconded. Roll Call Vote: M. Barkley – Y; G. Wadsworth – Y; D. Bosma – Y; E. Kuligowski – Y; B. Wurst – Y. **Resolution Adopted.**
- D. **Resolution 4-2024/2025 – Trustee Salary:** E. Kuligowski motioned to pay each Trustee \$3,540/yr. B. Wurst seconded. Roll Call Vote: E. Kuligowski – Y; G. Wadsworth – Y; M. Barkley – Y; D. Bosma – Y; B. Wurst – Y. **Resolution Adopted.**
- E. **Road Grant Application for \$50,000 for Improvements:** E. Kuligowski presented the application to be Board for approval. B. Wurst motioned to accept the application as presented. D. Bosma seconded. Roll Call Vote: D. Bosma – Y; M. Barkley – Y; E. Kuligowski – Y; B. Wurst – Y; G. Wadsworth – Y. **Application approval Passed.**
- F. **Resolution 5-2024/2025: General Appropriations Act:** B. Wurst motioned to approve the Budget with estimated revenues and expenditures of \$539,500 for fiscal year 2024/2025. D. Bosma seconded. Roll Call Vote: B. Wurst – Y; G. Wadsworth – Y; M. Barkley – Y; D. Bosma – Y; E. Kuligowski – Y. **Resolution Adopted.**

E. Kuligowski asked to go from Open Meeting to Public Meeting.

Public Meeting

- A. **Public Comment on Budget – None**
- B. **Fiscal Budget 2024/2025 accepted by the Public.**

E. Kuligowski asked to go from Public Meeting to Open Meeting. Roll Call Vote to accept the Budget: G. Wadsworth – Y; M. Barkley – Y; D. Bosma – Y E. Kuligowski – Y; B. Wurst – Y. **Budget Accepted.**

Items Added to Agenda: Spring Clean-up, Hidden Driveway Sign on Brutus, Air Conditioner, Secretary, Parking Lot striping, Sheren.

Public Comment not on Agenda: Randy Kloss introduced himself and is running for Sheriff of Emmet County. He gave a brief summation of his platform, experience, fairness, integrity and goals.

Correspondence and Appointments:

- A. D. Bosma motioned to appoint Robert Latimer to be Treasurer as of 07/01/24. E Kuligowski seconded. Roll Call Vote: M. Barkley – Y; E. Kuligowski – Y; D. Bosma – Y; B. Wurst – Y; G. Wadsworth – Y. **Motion Carried.**

- B. D. Bosma motioned to appoint M. Barkley to be Deputy Treasurer as of 07/01/24. B. Wurst seconded. Roll Call Vote: D. Bosma – Y; M. Barkley – Y; B. Wurst – Y; E. Kuligowski – Y; G. Wadsworth – Y. **Motion Carried.**

Consent Agenda:

- A. **Minutes:** B. Wurst motioned to accept the May 20, 2024 minutes with deletion of the phrase “before the parties passing” . D. Bosma seconded. **Passed.**
- B. **Review & Approve Fiscal Budget 2023/2024:** E. Kuligowski motioned to accept the budget with the provision that research needs to be done on a few items and changes will be presented in July. B. Wurst seconded and made a request to receive the budget information the week prior to the Board Meeting. **Passed.**
- C. **Pay Accounts Payable Bills:** M. Barkley motioned to pay the bills with the knowledge that a few were for fiscal year 2024/2025. D. Bosma seconded. **Passed.** B. Wurst motioned that we pay all utilities, cleaning & Sextant bills upon receipt. D. Bosma seconded. Roll Call Vote: B. Wurst – Y; G. Wadsworth – Y; D. Bosma – Y; E. Kuligowski – Y; M. Barkley – Y. **Motion Carried.**
- D. **Pay Payroll:** The total payroll as of 06/17/24 is \$10,156.43. B. Wurst motioned to pay the payroll. D. Bosma seconded. **Passed.**

Reports and Meetings:

- A. **Treasurers Report: M. Barkley:**
- a. All signers to the accounts need to go into the banks and sign the signature cards.
- B. **Clerks Report: D. Bosma:**
- a. Discussed 08/06/24 election and early voting. Will have an Absentee Counting Board.
- C. **Supervisors Report: E. Kuligowski:**
- a. All ARPA funds have been obligated.
 - b. QuickBooks will be updated to reflect re-imbursement funds that come in.
- D. **Board of Review:** Next regular meeting is 07/16/2024 @ 1PM. Notice for paper is pending from Jeff Grimm.
- E. **Planning Commission** – Next regular meeting is 07/11/24 at 6:30PM.
- F. **Emmet County Road Commission** – Next regular meeting is
- G. **Zoning Board of Appeals** – Next meeting on 07/16/2024 @ 6:30PM.
- a. Creston will supply additional training.
 - b. M. Barkley motioned to appoint R. Latimer to the Zoning Board of Appeals as of 07/01/24. B. Wurst seconded. **Passed.**
- H. **Emmet County MTA:** Next meeting on 07/17/24 at Jones Landing at 6PM.
- I. **Zoning Administration:** Creston Scheel
- a. 3 Zoning permits issued.
 - b. New ZBA application form presented for approval.
 - c. Blight Ordinances were discussed.
 - d. MTA Training in Escanaba on 07/24. B. Wurst motioned to let Creston go to this training and to spend the night. D. Bosma seconded. Roll Call Vote: E. Kuligowski – Y; M. Barkley – Y; G. Wadsworth – Y; D. Bosma – Y; B. Wurst – Y. **Motion Carried.**
- J. **Assessor:** Jeff Grimm- The exit meeting for the AMAR (PA660) audit was held. The Dept. of Treasury will be sending a letter.

Unfinished Business:

- A. **Township Goals:**
- a. **Policy & Procedure Book** – Ongoing
 - b. **Resolution and By-Law Refresh:** By Planning Commission.
 - c. **Ordinance Updates:** Edward Kuligowski / Brian Graham -Ed with get with new accountant and Brian to work out a policy for the use of a Credit Card.

New Business:

- A. **Dan Smith & Company, PC:** Letter of Engagement has been received. They will perform the audit on site. E. Kuligowski motioned to allow E. Kuligowski and D. Bosma to sign this


document as long as there is a cancellation clause included. B. Wurst seconded. **Motion Carried.**

- B. Window Cleaning:** Only one bid was received for \$700.00 from Caroline's Cleaning. E. Kuligowski motioned to accept this bid. M. Barkley seconded. Roll Call Vote: D. Bosma – Y; M. Barkley – Y; E. Kuligowski – Y; B. Wurst – Y; G. Wadsworth – Y. **Motion Carried.**
- C. Spring Clean-Up Results for Month of May:** 15 vouchers have been turned in for a total of \$408.00.
- D. Air Conditioning Unit:** M. Barkley motioned to purchase 2 units for the Hall for no more than \$1,200. D. Bosma seconded. Roll Call Vote: E. Kuligowski – Y; M. Barkley – Y; G. Wadsworth – Y; B. Wurst – Y; D. Bosma – Y. **Motion Carried.**
- E. Secretary:** A. Tiffany is scheduled for surgery with a 2-3 week recovery period. The people that normally would substitute are not available for part of that time. B. Wurst motioned to give D. Bosma permission to hire E. Fortune as a Deputy Secretary to fill this position at the same rate Amie is paid for. E. Kuligowski. **Passed.**
- F. Parking Lot:** Striping needs to be re-painted. A. Tiffany will get some bids and present them in July.
- G. Sheren Heating and Cooling:** Furnace is scheduled to be replaced in July over a 3 day period.
- H. Presentation of Plaque:** B. Wurst made a speech thanking M. Barkley for her many years of service. Plaque was presented.


Adjournment: B. Wurst moved that the meeting be adjourned. M. Barkley seconded. **Passed.** The meeting adjourned at 8:35 PM.

I, the undersigned, Debra Bosma, the duly qualified and elected Clerk for the Township of Pleasantview, Emmet County, Michigan do hereby certify that the forgoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a regular board meeting held on the 17th Day of June 2024.

Minutes approved on: July 15, 2024



Pleasantview Township Clerk, Debra Bosma


Edward Kuligowski, Supervisor

