

April 10, 2023

The regular meeting of the Chocolay Township Board was held on Monday, April 10, 2023, in the Chocolay Township Fire Hall. Per motion from March 13, 2023 Board meeting (*White moved, Rhein supported that Dave Lynch be nominated to chair the Township Board meeting on April 10, 2023. MOTION CARRIED*), Trustee Lynch called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE.

TOWNSHIP BOARD.

PRESENT: Max Engle, Ben Zyburt, David Lynch, Don Rhein, Judy White, Kendra Symbal

ABSENT: Richard Bohjanen (excused)

STAFF PRESENT: William De Groot, Suzanne Sundell

OTHERS PRESENT: Tammy Marier – Benefit Plan Advisor, MERS

APPROVAL OF AGENDA.

Rhein moved, Zyburt supported to approve the agenda as presented.

MOTION CARRIED

PUBLIC COMMENT – NONE

CONSENT AGENDA

- A. Approve Minutes of Previous Meeting – Regular Meeting, March 13, 2023.
- B. Approve Revenue and Expenditure Reports – December 2022 (audited numbers) and March 2023.
- C. Approve Bills Payable, Check Register Reports – March 8, 2023 (Check # 26003 - 26024, in the amount of \$52,301.21), March 21, 2023 (Check # 26025 – 26043 and 5(A) – SRF Interest Payment, in the amount of \$74,666.87), and March 30, 2023 (Check # 26044 – 26065, in the amount of \$12,194.80).
- D. Approve Bills Payable – Regular Payroll of March 2, 2023 (Check #'s DD3132 – DD3166 and Check #'s 11326 - 11331, Federal, State, and MERS in the amount of \$41,623.94), Regular Payroll of March 16, 2023 (Check #'s DD3167 – DD3188 and Check #'s 11332 – 11337, Federal, State, and MERS in the amount of \$42,154.88), and Regular Payroll of March 30, 2023 (Check #'s DD3189 – DD3214 and Check #'s 11338 – 11343, Federal State, and MERS in the amount of \$39,831.34).

Zyburt moved, White supported to approve the consent agenda as presented.

MOTION CARRIED

SUPERVISOR'S REPORT - NONE

TREASURER'S REPORT

Treasurer Zyburt stated that in the first quarter of 2023, three securities have matured:

1. CD - \$250,000 at .65%. This was moved to a CD for 4.5% which was an increase of income in the amount of \$9,625.
2. In February, another \$250,000 came due - a Federal Home Loan Bank government agency. This was a 3-year with a 3 month call at 5.625%, which gives the government the right to call that security depending on where the rates are. This was reinvested with a like agency for \$250,000 at 5%, which netted out to approximately \$1,562 less income.
3. In March, another government agency security matured at 1.25% - this is a 6-month call to maturity of a Federal Home Loan bond at 6%, which netted an increase of \$11,875.

As a total, there was a net increase of \$19,938.

CLERK'S REPORT

Clerk Engle updated the Board on Absentee Voter applications.

Precinct 1 – 1,066 applications sent, 504 returned, 504 ballots sent, 160 returned

Precinct 2 – 1,159 applications sent, 557 returned, 557 ballots sent, 211 returned

Clerk Engle has no updated information on Proposal 22-2.

PUBLIC HEARING – NONE

PRESENTATION – NONE

DISCUSS THE DRAFT INVESTMENT POLICY.

Township Manager De Groot indicated that it has been a while since the investment policy has been updated. De Groot has worked with Treasurer Zyburt and our auditors to ensure that it is compliant with budgeting and investment standards. After reviewing several investment policies from around the state, Treasurer Zyburt felt that this was the most concise and in the best interest of the Township – a few tweaks have been made and he feels it is ready for approval. (Two minor corrections – Northern Michigan Bank no longer exists and spelling of Wells Fargo)

Engle moved, Rhein supported that the Board accept the Draft Investment Policy as a replacement of the existing Investment Policy.

ROLL CALL VOTE:

AYES: Symbal, White, Rhein, Zyburt, Engle, Lynch

NAYS: None

ABSENT: Bohjanen

MOTION CARRIED

REVIEW BUDGET AMENDMENTS PER THE NEW STATE CHART OF ACCOUNTS.

Zyburt moved, White supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated General Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, no new reserve funding is required, and

Whereas, by the passage of the proposed shifting, funds from the Training Expense to Travel and Education Expense in select departments will be needed, and

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows (*presented*):

EXPENDITURE	PREVIOUS BUDGET	CHANGE	AMENDED BUDGET
Township Board			
Training 101.103.715	\$ 2,000.00	\$ (2,000.00)	\$ -
Township Board			
Training & Education 101.103.840	\$ -	\$ 2,000.00	\$ 2,000.00
Clerk			
Training 101.215.715	\$ 5,900.00	\$ (5,900.00)	\$ -
Clerk			
Training & Education 101.215.840	\$ -	\$ 5,900.00	\$ 5,900.00
Treasurer			
Training 101.253.715	\$ 500.00	\$ (500.00)	\$ -
Treasurer			
Training & Education 101.253.840	\$ -	\$ 500.00	\$ 500.00
Police			
Training 101.305.715	\$ 7,500.00	\$ (7,500.00)	\$ -
Police			
Training & Education 101.305.840	\$ -	\$ 7,500.00	\$ 7,500.00
Fire			
Training 101.340.715	\$ 13,150.00	\$ (5,150.00)	\$ 8,000.00
Fire			
Training & Education 101.340.840	\$ -	\$ 5,150.00	\$ 5,150.00

ROLL CALL VOTE

AYES: Symbal, White, Rhein, Zyburt, Engle, Lynch

NAYS: None

ABSENT: Bohjanen

MOTION CARRIED

DISCUSS AMENDMENTS TO THE HEALTHCARE SAVINGS PLAN PROGRAM.

Tammy Marier from MERS presented information regarding the Health Care Savings Plan. She went over how this optional benefit was handled in the past, and how it will look going forward. It is now set up to have three different groups (8%, 5%, and 3%) and all will have 100% leave conversion. This is a tax-free program and is at no cost to the Township.

Motion #1 – Closure of current divisions:

Zyburt moved, Rhein supported that the Township Board authorizes the closure of the following divisions within the current Health Care Savings Program: 300665, 300666, 300667, 300668, 300669, 300671, 300972, 301378.

ROLL CALL VOTE

AYES: Symbal, White, Rhein, Zyburt, Engle, Lynch

NAYS: None

ABSENT: Bohjanen

MOTION CARRIED

Motion #2 – Authorization of existing division and contribution addendums:

Zyburt moved, Rhein supported that the Township Board authorize the Personnel Director to sign the appropriate MERS Health Care Savings Program Participation Agreement for the existing division 300670 to cover all employees, along with the newly created Contribution Addendums which outline the contributions and leave conversion for the specific groups.

ROLL CALL VOTE

AYES: Symbal, White, Rhein, Zyburt, Engle, Lynch

NAYS: None

ABSENT: Bohjanen

MOTION CARRIED

SOFTBALL WAIVER FOR BEAVER GROVE FOR SPECIAL EVENT GAME.

White moved, Engle supported that the Chocolay Township Board waives the \$100.00 in user fees for the benefit softball games.

MOTION CARRIED

DISCUSS INDUSTRIAL DISTRICT AMENDMENT PUBLIC HEARING

Manager De Groot explained that the Planning Commission will be looking at amending the industrial district to include residential in certain situations. There will be a public hearing on Monday, April 17 at the Planning Commission meeting concerning this subject.

MANAGER UPDATE FOR THE SEWER AND BUDGET

Township Manager De Groot reviewed the budget process, and how this pertains to our Grant Coordinator position. In the 1st quarter of 2023, the Township has already secured \$68,898 in grant funding due to the efforts of Joe Neumann, our Grant Coordinator. These grants cover some

training opportunities, along with major sewer equipment (SCADA and generator). Another \$600,000 is being reviewed at this time, and if awarded, would be used to offset upgrades to the Marina and Beaver Grove and other projects we have in our budget. Money is being requested from Senator Gary Peter's office. Also, there are some fire department grants that would be used to cover SCBA equipment and radios - Community Foundation may be able to offset. Our local match for the above would be \$100,000, which is currently set aside in our budget.

Police Intern Program – two qualified candidates have passed the prerequisite testing for the Police Academy which starts on May 8. If they are successful, they will be joining the Chocolay police force in August. They would become full time police officers replacing Zane Weaver and Jack Vogler. The two candidates have been working part-time for the past two months with our police force. Both are local – one already lives in the Township and the other is looking to relocate to Chocolay.

Sewer – there are some concerns on Lift Station 3 – there appears to be a blockage caused by construction stone which is making its way into the wet well. So far, it has not caused any damage. We will be investigating the cause of this. There is still approximately \$100,000 in retainage with Oberstar.

White asked about the Assessing Assistant position – De Groot explained that this is a Township employee and that we pay for the position.

BOARD MEMBER COMMENTS

Don Rhein – None

Kendra Symbal – None

Judy White – None

Dave Lynch – Kawbawgam parking lot was not closed out during the thaw and is a mud pit right now – wondered if we had considered an aggregate base.

Ben Zybert – None

Max Engle - None

Richard Bohjanen – Absent

PUBLIC COMMENT - NONE

Zybert moved, Engle supported that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 6:05 p.m.

INFORMATIONAL REPORTS AND COMMUNICATIONS.

- A. Minutes – Chocolay Township Planning Commission; Regular Meeting of March 20, 2023, Draft.

- B. Minutes - Marquette County Solid Waste Management Authority, Regular Meeting of March 15, 2023, Draft.
- C. Minutes – Marquette County Road Commission; Township Relations Committee Meeting of February 2, 2023, Draft.
- D. Information – Marquette County Road Commission; 2023 Local Construction Projects.
- E. Information – Marquette County Road Commission; May 2022 Storm Damage Projects.
- F. Information – Marquette County Road Commission; 2023 Organizational Chart.
- G. Information – Chocolay Township Newsletter – March 2023
- H. Information – Toys for Tots
- I. Correspondence – Ellen Fassbender, 124 Fassbender Road.
- J. Correspondence – Jim Henning, 151 Fassbender Road

Max Engle, Clerk

Richard Bohjanen, Supervisor