

March 15, 2021

The Port Austin Township Board held the public Budget Hearing for the 2021-2022 fiscal year at the Township Hall at 6:45 p.m.

Pledge of Allegiance

PRESENT: Debra Hubbard, Amanda Nienaltowski, Ray Boswell  
ABSENT: Paul Nienaltowski, Louis Schillinger

Motion by Amanda Nienaltowski, seconded by Ray Boswell to take the tentative budget to regular meeting for board approval. Roll call vote taken: Hubbard-yes, A. Nienaltowski-yes, Boswell-yes. Motion passed.

Motion by Amanda Nienaltowski, seconded by Debra Hubbard to adjourn at 6:52 p.m.  
Ayes all

Respectfully,

Debra Hubbard  
Clerk/Port Austin Township

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March 15, 2021

A Regular meeting of the Port Austin Township Board was held at the Township Hall at 7:00 p.m.

Pledge of Allegiance

PRESENT: Debra Hubbard, Amanda Nienaltowski, Ray Boswell  
ABSENT: Paul Nienaltowski. Louis Schillinger

Motion by Ray Boswell, seconded by Amanda Nienaltowski to approve the minutes of the regular Township meeting on February 15, 2021 as presented. Ayes all

Motion by Amanda Nienaltowski, seconded by Ray Boswell to approve the payment of bills as presented. Ayes all

Internal Revenue Service .....	1,592.18
15124 State of Michigan .....	379.30
15125 CenturyLink .....	247.74
15126 DTE Energy .....	891.44
15127 DTE Energy .....	49.75
15128 Dirty Time Landscaping .....	712.00
15129 Emterra Environmental .....	12,104.31
15130 Huron Gas .....	266.52
15131 PAASWA.....	0
15132 Port Austin Fire Department.....	6,016.67
15133 Port Austin Village Police .....	2,344.60
15134 View Newspaper .....	190.68
15135 Walt Ventline .....	340.00
15136 Election Source .....	385.00
15137 PAASWA.....	129.23
15138 Port Austin Fire Department.....	5,800.99
15139 Thumb Office Supply .....	3.09
15140 Port Austin Fire Department.....	190.50
15141 Port Austin Fire Department.....	16,422.05
15142 Port Austin Village Police .....	1,944.80
15143 Amanda Nienaltowski.....	2,545.12
15144 Debra Hubbard.....	2,854.43
15145 Louis Schillinger.....	254.29
15146 Paul Nienaltowski .....	1,074.97
15147 Ray Boswell.....	254.29
15148 Lawrence Siminski.....	341.75
15149 Wade Mazure .....	2,536.19
15150 Mary Jaworski.....	1,899.64
15151 Sheri Nowiski.....	363.61

March 15, 2021 (cont'd)

15152 Terrie McGarvey.....	270.73
15153 Fred's Snow Removal.....	120.00
15154 David Dybowski .....	97.35
15155 Robert Andreski .....	177.53
15156 Rosemary Cooper.....	206.15
15157 Village of Port Austin .....	<u>25,000.00</u>
	\$88,006.90

No police report was given.

Treasurers Report: Amanda has settled with the county. Last day to collect was March 1<sup>st</sup>. County will send revolving check sometime next month.

No (0) site permits were reviewed and filed.

Approval of salary increase resolution for the board was tabled until next month due to a lack of quorum.

Motion by Amanda Nienaltowski, seconded by Ray Boswell to approve the budget for the fiscal year 2021-2022. Roll Call vote: A. Nienaltowski-yes, Hubbard-yes, Boswell-yes

The board was updated on the annual meeting with the Road Commission. Meeting will be held at Expo Center in Bad Axe for social distancing on April 16, 2021, at 1:00 p.m.

Reminder to the audience that next month's meeting will start at 5:00 p.m.

Trustee Ray Boswell asked if the Road Commission could put up speed limit signs on Point Aux Barques Road to slow down traffic. This can be addressed at our meeting with the Road Commission.

Motion by Amanda Nienaltowski, seconded by Ray Boswell to adjourn at 7:14 p.m. Ayes all.

Respectfully,

Debra Hubbard  
Clerk/Port Austin Township

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April 19, 2021

A Regular meeting of the Port Austin Township Board was held at the Township Hall at 5:00 p.m. with Social Distancing.

Pledge of Allegiance

PRESENT: Debra Hubbard, Amanda Nienaltowski, Louis Schillinger, Ray Boswell, Paul Nienaltowski

ABSENT:

Motion by Amanda Nienaltowski, seconded by Ray Boswell to approve the minutes of the Township budget meeting on March 15, 2021, as presented. Ayes all

Motion by Amanda Nienaltowski, seconded by Ray Boswell to approve the minutes of the regular Township meeting on March 15, 2021, as presented. Ayes all

Motion by Ray Boswell, seconded by Amanda Nienaltowski to approve the payment of bills as presented. Ayes all

Internal Revenue Service .....	1,710.04
15158 State of Michigan.....	498.39
15159 CenturyLink .....	249.58
15160 DTE Energy .....	886.42
15161 DTE Energy .....	40.87
15162 Central Huron Ambulance .....	3,800.00
15163 Dirty Time Landscaping .....	708.00

15164 Emterra Environmental.....	12,104.31
15165 Huron Gas .....	286.60
15166 John Hancock Life Ins .....	37.50
15167 Port Austin Village Police .....	3,090.67
15168 View Newspaper.....	36.32
15169 Amanda Nienaltowski.....	1,635.12
15170 Debra Hubbard.....	1,804.86
15171 Louis Schillinger.....	225.37
15172 Paul Nienaltowski.....	941.07
15173 Ray Boswell.....	225.37
15174 Lawrence Siminski.....	426.18
15175 Wade Mazure.....	2,570.36
15176 Mary Jaworski.....	2,117.69
15177 Sheri Nowiski.....	407.00
15178 Terrie McGarvey.....	385.26
15179 Debra Hubbard-Petty Cash .....	<u>118.96</u>
	\$34,305.94

No police report was given.

Treasurer's report: Its quiet, tax season over. Might get information on money available through American Rescue Plan but not sure what it can be used for.

Three (3) site permits were reviewed and filed.

Since the board did not have a quorum for the March meeting, salary adjustments have to be made in April.

Motion by Louis Schillinger, seconded by Ray Boswell to adjust the salary of Supervisor to \$13,250.00. Ayes- 4 Abstain- P. Nienaltowski

Motion was made by Debra Hubbard, seconded by Ray Boswell to adjust the salary of the Treasurer to \$22,085.00. Ayes-4, Abstain- A. Nienaltowski

Motion was made by Paul Nienaltowski, seconded by Amanda Nienaltowski to adjust the salary of the Trustees to \$2,870.00. Ayes-3, Abstain-Louis Schillinger, Ray Boswell

Motion was made by Amanda Nienaltowski, seconded by Ray Boswell to adjust the salary of the Clerk to \$24,290.00. Ayes-4, Abstain- Debra Hubbard

Supervisor brought up an old complaint from a resident about blight and would like to go in and clean up property and charge the resident \$500.00 and if it is not paid to put the fee on his taxes. Supervisor stated that he does not need the board's approval to go to our attorney and get charged to get an answer. Trustee Louis Schillinger suggested that maybe going to the Lions Club and seeing if there is interest in helping the resident to clean up the property might be an avenue the board can support. Supervisor questioned why Zoning Inspector gave the resident thirty days to begin with, Clerk pointed out that Zoning Inspector usually gives people the thirty days since we have a seasonal community and not everyone can respond to a complaint within 48 hours.

Resolution by Louis Schillinger, seconded by Ray Boswell to become a constituent unit and part of the Central Huron Ambulance Service Association Inter-Local Agreement for the 2021 fiscal year. No Roll call vote taken: Voice vote was Ayes all

Motion by Louis Schillinger, seconded by Ray Boswell to increase the cleaning budget to \$100.00 a month and have the Supervisor come up with a detailed list of the cleaning that he would like to have done on the day of the meeting. Ayes all

Supervisor brought up a few items that still need to be finished on the building. Like spay for ants, getting the walkways up to code, the parking lot, waxing floors and several other items.

Supervisor scheduled a workshop for May 6<sup>th</sup> at 4 or 5 to talk about what needs to be completed.

Louis Schillinger stated that since we have a new board that we need to come up with a list of things that the board can do to improve the Township like bringing in water to the East and West of the Village, the East side really needs it, and better cell phone coverage, and broadband. The board will come up with ideas that can be put together to really improve the area in the next three years.

April 19, 2021 (cont'd)

Trustee Ray Boswell gave an update on Grindstone, Carol from Thumb Cellular said they are putting up a new tower on Pointe Aux Barques Road and Brian Dunn ordered 8 buoys originally and then ordered four more. FOG bought lights for them at just under \$200.00 apiece.

Motion was made by Louis Schillinger, seconded by Amanda Nienaltowski to adjourn at 6:12. p.m. Ayes all

Respectfully,

Debra Hubbard  
Clerk/Port Austin Township

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May 17, 2021

A Regular meeting of the Port Austin Township Board was held at the Township Hall at 5:00 p.m. with Social Distancing.

Pledge of Allegiance

PRESENT: Debra Hubbard, Amanda Nienaltowski, Louis Schillinger, Ray Boswell, Paul Nienaltowski

ABSENT:

Motion by Louis Schillinger, seconded by Ray Boswell to approve the minutes of the Township regular meeting of April 19, 2021 and the special meeting on May 6, 2021, as presented. Ayes all

Motion by Amanda Nienaltowski, seconded by Louis Schillinger to approve the payment of bills as presented. Ayes all

Internal Revenue Service .....	1,646.02
15180 State of Michigan .....	400.43
15181 CenturyLink .....	248.54
15182 DTE Energy .....	869.01
15183 DTE Energy .....	38.89
15184 Tri-County Tree Service .....	475.00
15185 BS&A.....	930.00
15186 PAASWA.....	134.09
15187 Port Austin State Bank.....	20.00
15188 Port Austin Village Police .....	2,756.56
15189 US Postal Service.....	66.00
15190 Amanda Nienaltowski.....	1,635.12
15191 Debra Hubbard.....	1,804.86
15192 Louis Schillinger.....	225.38
15193 Paul Nienaltowski .....	941.07
15194 Ray Boswell.....	225.38
15195 Lawrence Siminski.....	399.76
15196 Wade Mazure .....	2,570.36
15197 Terry Braun.....	475.00
15198 PAASWA.....	2,812.50
15199 Mary Jaworski.....	1,972.33
15200 Sheri Nowiski.....	380.96
15201 Terrie McGarvey.....	385.26
15202 Dirty Time Landscaping .....	708.00
15203 Accident Fund.....	560.00
	<u>\$22,680.52</u>

Clerk gave a brief update on Central Huron Ambulance.

Supervisor gave a brief update on PAASWA.

Police report was more cottages are being opened.

Treasurer's report: Treasurer let the board know that she has received the revolving fund from the county. And will do the disbursements this week.

May 17, 2021 (cont'd)

Two (2) site permits were reviewed and filed.

Motion was made by Ray Boswell, seconded by Amanda Nienaltowski to appoint Gary Babcock to the planning commission. Ayes all

Motion was made by Paul Nienaltowski, seconded by Louis Schillinger to approve the payment of the asphalt bill for Copeland and S Channel Drive in the amount of \$179,098.55. Ayes all

Motion by Amanda Nienaltowski, seconded by Ray Boswell to approve a bid for \$2,850.00 for tree removal/trimming on Copland Road. Ayes all

There was a lengthy discussion on several topics involving the township. First was a discussion about an easement for the water line to the hall from PAASWA. The township will need to contact our attorney to get an easement on the deed.

Second was a discussion on the pay for the townships PAASWA representative. It was stated that the township would now have a vote on the board because the township has forty percent (40%) of the sewer within PAASWA's area. PAASWA would like the township to pay our own representative. This was tabled until we get more information as to where the forty percent (40%) in the township is located.

Third was a discussion about the board having email accounts for township business. Louis Schillinger brought up the fact that township business should not be used on personal /business accounts. This is for FOIA reasons. The Clerk, Treasurer and Assessor already have township accounts, so the two trustees will need to set up an account for township business.

Motion was made by Louis Schillinger, seconded by Ray Boswell to have a Township policy that states township business only be done on a non-personal email account. Ayes all

Fourth was a discussion about the police millage and the monthly pay. It was stated that we have a contract with the Village that runs with the millage.

Fifth was a discussion on the township insurance. It was stated that the village and township should have the same insurance company. The townships policy is up in February so more information needs to be gotten before renewal date.

Sixth was a discussion about a township attorney. Supervisor said he knew someone that had a friend that does municipality and asked the Clerk to contact him to see if he was interested.

Seventh was a discussion about the lawn maintenance at the hall. Discussion was about how often and weather they would need insurance. In the future the board would like to investigate combining the cemetery and hall grass cutting and snow plowing.

Motion was made by Louis Schillinger, seconded by Paul Nienaltowski to put an ad in the paper for the remainder of this year for the hall. This will expire on January first. Ayes all

Eighth was a discussion on the cleaning of the hall and it was suggested that the clerk, treasurer, and supervisor put together a list of what needs to be done. Supervisor would like hall cleaned twice a month with handles wiped, bathrooms, floors swept and mopped.

Motion was made by Ray Boswell, seconded by Paul Nienaltowski to put an ad in the paper to accept bids for cleaning the hall with the scope of duties outlined. Ayes all

Ninth was a discussion on the cemetery and the cement that is falling apart around some graves. It was suggested to see about contacting the owners of the plots to have them repair the borders. Ray Boswell will investigate the price for some cement work around some of the bigger areas. It was also discussed that there are some dead trees in the cemetery that need to be taken care of, the maintenance person has a lot of branches to pick up.

Motion was made by Ray Boswell, seconded by Louis Schillinger to get a quote from Tri-County Tree Service for the dead trees. Ayes all

Motion was made by Louis Schillinger, seconded by Amanda Nienaltowski to purchase shelves for the two closets in the hall and two dead bolts for the side doors. Ayes all

May 17, 2021 (cont'd)

Motion was made by Amanda Nienaltowski, seconded by Paul Nienaltowski to spend up to two hundred twenty dollars (\$220.00) for a new FAX machine provided the treasurer cannot get the office copier wired for a FAX machine. Ayes all

There was a complaint form reviewed. Supervisor said we will refer it to our attorney.

Treasurer would like Thumb Office Supply to look at her computer before tax season starts as it is too slow.

Motion by Paul Nienaltowski, seconded by Louis Schillinger to authorize spending up to \$200.00 for Thumb Office Supply to check Treasurer's computer. Ayes all

Respectfully,

Debra Hubbard  
Clerk/Port Austin Township

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