

Township of Alabaster Board of Trustees
Regular Meeting
September 14, 2020
Alabaster Township Hall
AlabasterTownship.com

1. Welcome & Pledge

- The Alabaster Township Board of Trustees regular meeting was called to order by supervisor Stephanie Wentworth at 5:00pm on Monday, September 14, 2020.

2. Roll Call and Recognition of Visitors

Board Members:

Supervisor: Stephanie Wentworth	Present
Clerk: Jasmine Tubbs	Present
Treasurer: Lorraine Paskiewicz	Present
Trustee: Jeanne Lutes	Present
Trustee: Joe Czaika	Present

Visitors:

None

3. Approval of Meeting Minutes

- *Czaika made a motion, seconded by Tubbs, to approve the August 10, 2020 regular meeting minutes as written. Roll Call: Ayes-Wentworth, Paskiewicz, Lutes, Czaika, Tubbs; Nays-none. The motion passed.*

4. Treasure's Report

- Paskiewicz presented the August 2020 treasurer's report.

5. Clerk's Report - Bills, Status, Elections, Cemetery

- Bills: Tubbs clarified the \$750.00 to John Hancock is \$325.50 for the regular August 2020 payroll contribution and \$424.50 for a missed check to John Hancock from August 2019 that was never written. *Tubbs made a motion, seconded by Lutes, to pay the August bills totaling \$14,514.79. Roll Call: Ayes-Wentworth, Paskiewicz, Lutes, Czaika, Tubbs; Nays-none. The motion passed.*
- Status: Tubbs stated the website is Live and active, AlabasterTownship.com is now accessible on the internet. Tubbs stated the audit by the accountant has been conducted and we are waiting for the final report. Tubbs stated the Trust & Agency account was reviewed in the audit and fixed for discrepancies from the unpaid 2018-2019 taxes. Tubbs stated all Federal 941 returns for 2018-2019 that had not been filed have been filed and mailed to the IRS.
- Elections: Tubbs stated absentee ballots are being printed and should be ready by the end of the month to begin mailing out. Move ballots for our overseas resident are not ready yet and waiting on the State to make available.
- Cemetery: Tubbs stated 2 burials have taken place in the last month. Donald Knowlton's cremation remains were buried in Lot #128 and the family will be placing a rock memorial on the grave. Nancy Burnhardt was buried in Lot#136E by her daughter Nicol Barrick of 2634 Benson Rd. It was decided to leave the Veterans flags out until after Veteran's Day in November.

6. Communications

- Condemnation notice received for 825 Duby Road from the County of Iosco. Owners have 30 days to demo/remove structure. *See attached document.*
- News Herald article published related to Alabaster Township donation to the Tawas City Fire Department. Chief Masich has also sent a thank you note to the board.
- Iosco County Road Commission Finance report has been submitted. *See attached document.*
- L-4029 Tax Rate Request has been completed. *See attached document.*

7. Zoning Administrator Report

- Wentworth stated 2 of 4 violations have not been addressed and tickets will be issued.

8. Planning Commission Report

- *Wentworth made a motion, seconded by Paskiewicz, to leave it to the Planning Commission to determine if further action is required on the sign ordinance. Roll Call: Ayes-Wentworth, Paskiewicz, Lutes, Czaika, Tubbs; Nays-none. The motion passed.*

9. Bike Path Report

- Wentworth stated two new benches have been purchased for the Erickson Family and George Hoerner Family.

10. Old Business

- none

11. New Business

a. Letter of support for Huron Pines to purchase US Gypsum land

- *Tubbs made a motion, seconded by Czaika, to sign the letter of support with Huron Pines. Roll Call: Ayes-Wentworth, Paskiewicz, Lutes, Czaika, Tubbs; Nays-none. The motion passed. See attached document.*

b. Expenditure – Revenue Report

- Revenue and Expense report for July 2020 was reviewed and initialed by Board.
- Board requested \$8.25 in 101.101.000.726 to be investigated and allocated differently.

c. Sims Whitney Utility Authority Increase

- An increase to all Alabaster customers of the Sims Whitney Utility Authority (Cedar Haven) residents will go into effect 4th quarter 2020. The increase will match the rates Sims-Whitney residents are already paying. *See attached document.*

d. FOIA Coordinator Resolution

- *Wentworth presented **Resolution 2020-03**, supported by Czaika, to assign Tubbs and Wentworth as FOIA coordinators. Roll Call: Ayes-Wentworth, Paskiewicz, Lutes, Czaika, Tubbs; Nays-none. The motion passed.*

12. Public Comment

- none

13. Adjourn

- *Lutes made a motion, seconded by Wentworth, to adjourn meeting. At 5:54pm the September 14, 2020 Regular Meeting of the Alabaster Township Board of Trustees closed.*

Respectfully submitted,

Jasmine Tubbs, Clerk