



**Presque Isle Township  
Board of Trustees Meeting Minutes - DRAFT  
March 11, 2024  
4:00 p.m.**

<b>Call to Order</b>	4:00 PM
<b>Pledge of Allegiance</b>	Pledge was recited. S. Lang then asked attendees to remain standing and observe a moment of silence for Bill Fay, a member of the Zoning Board of Appeals who passed away on March 4th, 2024.
<b>Roll Call</b>	Present: J. Wieczorkowski, C. Paavola, S. Lang, M. Devers and M. O'Neill. Absent: None
<b>Approval of Agenda</b>	<p>A motion was made by C. Paavola, supported by M. Devers, to approve the consent agenda. All ayes. Motion carried.</p> <p>A motion was made by M. Devers, supported by J. Wieczorkowski, to approve the regular agenda with the addition of three items:</p> <ul style="list-style-type: none"> <li>• 2023-2024 Auditor Fee (New Business).</li> <li>• Property Tax Administrative Fee Resolution (New Business).</li> <li>• Approval of the February 12<sup>th</sup> Special Meeting minutes. (Unfinished Business).</li> </ul> <p>All ayes. Motion carried.</p>
<b>Consent Agenda Approval</b> <ul style="list-style-type: none"> <li>a. Approval 2-12-2024 Minutes</li> <li>b. Treasurers Report – Wieczorkowski</li> <li>c. Clerks Report – Paavola</li> <li>d. PC Report - Paavola</li> <li>e. P&amp;R Report – Wieczorkowski</li> <li>f. ZBA Report – O'Neill</li> <li>g. Zoning Report – Lang</li> <li>h. Supervisor Report – Lang</li> <li>i. Assessors Report – Spencer</li> <li>j. Museum Society Report – Milstein</li> <li>k. Library Report – Kimball</li> <li>l. Facilities Report – Bedard</li> <li>m. Fire Dept. Report – Forbush</li> <li>n. EGLFD Report – Koel</li> <li>o. Correspondence</li> </ul>	<ul style="list-style-type: none"> <li>In Packet</li> <li>In Packet</li> <li>In Packet</li> <li>In Packet</li> <li>No Meeting No Report</li> <li>No Meeting No Report</li> <li>In Packet</li> <li>See Trustee Comments</li> <li>No Report</li> <li>No Report</li> <li>No Report</li> <li>In Packet</li> <li>In Packet</li> <li>In Packet</li> <li>None</li> </ul>
<b>Audience Comments – 3-minute limit</b>	The board heard from one (1) audience member.
<b>Trustee Comments/FYI's Short</b>	None.
<b>Items pulled from Consent Agenda</b>	None.



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<p><b>Unfinished Business</b></p> <ul style="list-style-type: none"> <li>a. Museum Contract</li> <li>b. Business Signage</li> <li>c. Brown Island Resolution</li> <li>d. Approval of 2-12-2024 Special Meeting Minutes</li> </ul>	<p><u>Museum Contract</u>: S. Lang reported that the Township and the Museum Society have signed the contract which is now in effect.</p> <p><u>Business Signage</u>: The original price quote of \$10,500 for the signs has increased to \$19,600. It's no longer possible to collect enough money from businesses to cover the cost. Someone has approached the Township to offer a redesign. S. Lang is awaiting a proposal from them.</p> <p><u>Brown Island Resolution</u>: A motion was made by M. Devers, supported by C. Paavola, to approve a revision in the wording of Resolution No. 7, 2024. Roll call vote. All ayes. Motion carried.</p> <p><u>Approval of 2-12-2024 Special Meeting Minutes</u>: A motion was made by C. Paavola, supported by M. O'Neill, to approve the minutes as written. All ayes. Motion carried.</p>
<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>a. Fire Department Bank Card</li> <li>b. Business Signs</li> <li>c. Budget Town Hall Meeting Suggestions <ul style="list-style-type: none"> <li>1 April 17, 2024 at 9:00am</li> <li>2 May 15, 2024 at 9:00am</li> </ul> </li> <li>e. Exemption Form Approval</li> <li>f. Adoption of Assessment Records Access Policy</li> <li>g. Jake Brake Signs</li> <li>h. Election Workers Wage</li> <li>i. ZBA Appointment</li> <li>j. 2023-2024 Auditor Fee</li> <li>k. Property Tax Administrative Fee Resolution</li> <li>l. PITFD Garage door opener (added after approval of agenda)</li> </ul>	<p><u>Fire Department Bank Card</u>: A motion was made by M. O'Neill, supported by J. Wiczorkowski, to approve a Nicolet credit card with a \$1,000 limit to be used by the Presque Isle Township Fire Department for fuel. Roll call vote. All ayes. Motion carried.</p> <p><u>Business Signs</u>: Already discussed in Unfinished Business.</p> <p><u>Budget Town Hall Meeting Suggestions</u>: A motion was made by M. Devers, supported by C. Paavola, to schedule the Town Hall budget meetings for April 17<sup>th</sup>, 2024, at 9:00am and May 15<sup>th</sup>, 2024, at 9:00am. All ayes. Motion carried.</p> <p><u>Exemption Form Approval</u>: A motion was made by J. Wiczorkowski, supported by M. Devers, to approve the Application for Exemption form. Roll call vote. All ayes. Motion carried.</p> <p><u>Adoption of Assessment Records Access Policy</u>: A motion was made by C. Paavola, supported by M. Devers to approve the Assessment Records Access Policy. All ayes. Motion carried.</p> <p><u>Jake Brake Signs</u>: A motion was made by M. Devers, supported by M. O'Neill, to approve the purchase of four (4) jake brake road signs to be installed along Rayburn and Grand Lake Road. Roll call vote. All ayes. Motion carried.</p>



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	<p><u>Election Workers Wage</u>: A motion was made by C. Paavola, supported by M. Devers, to increase the election co-chairs' wage from \$13 to \$15 per hour, and to change the co-chairs' set-up pay from \$25 per hour to a \$90 flat fee. Roll call vote. All ayes. Motion carried.</p> <p><u>ZBA Appointment</u>: A motion was made by S. Lang, supported by M. Devers, to appoint Larry Fields to the Zoning Board of Appeals to serve out the remainder of Bill Fay's term. All ayes. Motion carried.</p> <p><u>2023-2024 Auditor Fee</u>: A motion was made by M. O'Neill, supported by M. Devers, to approve and sign the engagement letter from SOME CPAS of Alpena which will charge a fee of no more than \$7,500 for the Township's 2023-2024 audit. Roll call vote. All ayes. Motion carried.</p> <p><u>Property Tax Administrative Fee</u>: A motion was made by J. Wiczorkowski, supported by C. Paavola, to approve Resolution No. 9-2024 which imposes a property tax administration fee to offset the cost incurred in assessing property values, collecting tax levies and in the review and appeal process. Roll call vote. All ayes. Motion carried.</p> <p><u>PITFD Garage Door Opener</u>: A motion was made by M. Devers, supported by M. O'Neill, to approve the purchase of a garage door opener for the fire department; not to exceed \$2500.</p>
<b>Audience Comments – 3-minute limit</b>	The board heard from five (5) audience members.
<b>Adjournment</b>	4:46 PM

**The next meeting is scheduled for April 8, 2024**