

Secord Township Monthly Meeting

MARCH 20, 2024

10:00 am

Meeting was called to order by Supervisor Joel Vernier at 10:00 am with everyone standing reciting the Pledge of Allegiance.

Roll Call:

Supervisor Joel Vernier Present

Treasurer Cheryl Steihl Present

Clerk Karen Gawron Present

Trustee Maria Alward Present

Trustee Martin Holmes Present

11 registered interested residents in attendance

Minutes of February 21, 2024 10:00 am regular meeting minutes were reviewed.

Motion to accept minutes Holmes/Alward All Ayes M/C

Consent Agenda/Changes to Agenda: Remove Pest Control Invoice

Motion to accept agenda change Gawron/Vernier All Ayes M/C

Public Comment: One (1)

Guest:

Mike Visnew/County Commissioner: County information

Treasurer's Report:

General Fund	829,549.83
12 Mo. CD #S50	53,688.34
12 Mo. CD #S51	53,430.11
Fire Fund	176,949.30
Garbage Fund	248,059.15
Weed Control Fund	807,768.54
Mosquito Fund	98,199.52
Road Fund	<u>457,616.77</u>
Total Funds	\$2,618,143.11

Motion to Receive and File Treasurers Report. Alward/Holmes All Ayes M/C

Bills To Be Paid: Clerk Karen Gawron presented Bills: General Fund \$ 41,336.55

Fire \$ 3,161.20 Payroll \$12,657.53

Motion by to pay the bills as presented Gawron/Holmes All Ayes M/C

Correspondence Received:

Fire Board & Planning Zoning February 2024 Meeting Minutes. March 2024 Board of Review Minutes. Council of Local Government Meeting March 25, 2024 6:30 pm @ Gladwin Co. Commissioners Chamber. Charter; Program changes. Letter from Attorney regarding Secord Township Ordinances. Michigan Historic Preservation Network Reception & workshops. "Powder safe" Contaminated Mail Isolation System. Fire Chief Fred Shaves will receive medicine if needed for contaminated Mail exposure.

Planning Commission: P. Sawka Reported on February 14 Meeting.

Fire Board: M. Holmes reported 7 runs; 5 Medical, 2 Fire {one mutual}

Fire Chief: Chief Fred Shavers reported one (1) inspection. Meeting with Insurance Company {Lind & Lind}. Towing company towed Fire Vehicle from ditch and did not charge [\$500.00] to the Fire Department.

Motion to pay Towing Company [to cover the partial cost] \$100.00 Holmes/ Steihl All Ayes M/C

Constable: All is well

Road Committee: Ken Douglas reported an accident to a road crew. Be careful when approaching road workers.

Mowing of ditches in Gladwin from a company from Gladwin.

Zoning Administrator: Harold Day Jr. reported 2 permit request(s)

Ordinance Officer: four (4) Blight issues; ongoing {1137 Wiertz Rd.,350 E Ridge Rd.,3061 Lakeshore Dr., 1901 Lakeshore Dr. Need bid to clear Blight Property.

Well and Septic: M. Alward reported One (1) report passed

Other Business:

Secord Township Clark Karen Gawron has rescinded her resignation [June 20, 2024] until November 28, 2024.

Tower Lease Agreement/per Attorney review: Tabled to April

~~Rose Pest Invoice:~~ Removed form agenda

CPA [Weilander Fitzhugh] quote for Payroll & Payroll Tax Service:

Motion to acquire Weilander Fitzhugh for Payroll & Payroll Tax Service [941, 5080, UIA] for the calendar year ending December 31, 2024 at estimated annual cost of \$2,130.00 Gawron/Vernier All Ayes M/C

Resolution 3-20-24-1 Mobile Home Park Drinking Water/Revised:

Motion to adopt Resolution 3-20-24-1

**RESOLUTION 3-20-24-1
Riverview Mobile Home Park Drinking Water Responsibility**

WHEREAS, the Secord Lake MHC LLC owns and operates a drinking water system serving Riverview Gladwin, LLC (also known as Secord Lake Mobile Home Park) located at 2603 Lakeshore Drive, Gladwin Michigan (Legal Description attached as Exhibit A); and,

WHEREAS, , the Secord Lake MHC LLC possesses the ability and willingness to continue effective operation and maintenance of said system; and

WHEREAS, Secord Township recognizes the need for effective and continued operation and maintenance of said system to protect the public health; and

WHEREAS, Secord Township deems it impractical for the Township to own, operate, and administer this particular drinking water supply;

NOW, THEREFORE, BE IT RESOLVED that Secord Township refuses to accept ownership of or operation, maintenance, and administrative responsibilities for said particular drinking water supply. Secord Township endorses the application of, Secord Lake MHC LLC to continue these responsibilities under state permit.

Motion Made by Gawron Second by Vernier

Roll Call:

Supervisor Joel Vernier Aye

Clerk Karen Gawron Aye

Treasure Cheryl Stiehl Aye

Trustee Maria Alward Aye

Trustee Martin Holmes Aye

Ayes 5 Nay 0 All Ayes M/C

Resolution 3-20-24-2[Policy accessibility of the assessor’s office-taxpayers]:

Motion to adopt Resolution 3-20-24-2

RESOLUTION 3-20-24-2

RESOLUTION TO ESTABLISH A POLICY REGARDING THE ACCESSIBILITY OF THE ASSESSOR’S OFFICE TO TAXPAYERS

**March 20, 2024
Gladwin, Michigan
Secord Township
1507 Secord Dam Road**

WHEREAS, 2018 PA 660, MCL 211.10g (“the Act”) provides that the State Tax Commission shall adopt and publish guidelines applicable to municipal audit procedures; and

WHEREAS, the State Tax Commission has, in turn, adopted such guidelines, STC Guideline 2020-1 (“the guidelines”), as required by the Act; and

WHEREAS, the guidelines provide that each assessing district must have and follow a published policy under which its assessor’s office is reasonably accessible to taxpayers, and that the published policy must address the items listed in Section 10g, Subsection (1), of the Act; and

WHEREAS, the Municipality of Secord Township, County of Gladwin desires to comply with the requirement to establish such a policy by adopting the present resolution and making the resolution available to the public.

NOW, THEREFORE, BE IT RESOLVED that the Municipality of Secord Township, County of Gladwin, establishes the following policy and provides the following information in connection with its assessor’s office:

The Municipality of Secord Township, County of Gladwin, currently employs an assessor of record that is certified by the State of Michigan as an; Michigan Advanced Assessing Officer (MAAO) Certification Number R-7862.

The Municipality of Secord Township, County of Gladwin, uses State of Michigan approved BS&A CAMA assessing software; contact information for **BS&A software, 14965 Abbey lane, Bath Twp. MI 49908. Telephone number 517-641-8900. <http://www.bsasoftware.com> and <http://www.bsaonline.com>**

The Municipality of Secord Township, County of Gladwin, employs Allan Berg as the assessor of record, and the contact information for this assessor is as follows:

NAME:	Allan Berg
TELEPHONE NUMBER:	989-734-3555
ELECTRONIC MAIL:	info@assessingoffice.com

The assessor contact information can also be found by accessing the municipality website [http:// secordtwp.com](http://secordtwp.com) or the assessor’s website at <http://www.assessingoffice.com>

The Municipality of Secord Township , County of Gladwin, ensures that any taxpayer inquiring about property records maintained by the assessor’s office within The Municipality of Secord Township, County of Gladwin ,

will have a response from the assessor of record within (7) business days from the date the request was submitted to the above listed assessor either by telephone or electronic mail using the assessor contact information listed above.

Taxpayers may request a meeting with the assessor from the above-named Municipality for any property assessment related inquiries by submitting in writing to the above electronic mail address or contacting by telephone the assessor of the above-named Municipality.

Taxpayers may request, using the above electronic mail or telephone number, to inspect the records maintained by the assessor’s office, and taxpayers will be contacted to set up a time and date to meet at the Municipality Hall listed at the above address.

Taxpayers may request, using the above electronic mail or telephone number, any questions or processes the assessor uses to informally hear and resolve any disputes taxpayers may have before the March Board of Review meeting.

BE IT FURTHER RESOLVED that this Resolution/Policy shall take effect as of the date set forth below.

Motion made by Gawron Second by Alward

Roll Call:

Supervisor Joel Vernier Aye

Clerk Karen Gawron Aye

Treasure Cheryl Steihl Aye

Trustee Maria Alward Aye

Trustee Martin Holmes Aye

Ayes 5 Ney 0 All Ayes M/C

Resolution 3-20-24-3 Ordinance Adoption:

Motion to adopt Resolution 3-20-24-3

RESOLUTION NO. 3-20-24-3
Secord Township, Gladwin MI
ORDINANCE ADOPTION

WHEAREAS, The Township Board of Secord Township recognizes potential problems that might be encountered by the Township regarding current Secord Township ordinances and

WHEAREAS, The Township Board of Secord Township recognizes the need to ensure all Secord Township residents of our commitment to enforce all published Township ordinances and

WHEAREAS, The Township Board of Secord Township affirms their commitment to enforce compliance with established ordinances.

NOW, THEREFORE LET IT BE RESOLVED that the Township Board of Secord Township Adopts all published Secord Township Ordinances including 1.0 through 12.8, Fees and By-Laws on March 20th, 2024.

Roll Call:

Supervisor Joel Vernier Aye
Clerk Karen Gawron Aye
Treasurer Cheryl Steihl Aye
Trustee Maria Alward Aye
Trustee Martin Holmes Aye
Ayes 5 Ney 0 All Ayes M/C

Ordinance Adoption(s) Section(s) 1.0 through 12-8, Fees, Form(s) & By-Laws.

Motion to accept Ordinance Adoption(s) Section(s) 1.0 through 12-8, Fees, Form(s) & By-Laws.

Gawron/Holmes

Roll Call:

Supervisor Joel Vernier Aye
Clerk Karen Gawron Aye
Treasurer Cheryl Steihl Aye
Trustee Maria Alward Aye
Trustee Martin Holmes Aye
Ayes 5 Ney 0
All Ayes M/C

Public Comment/Announcements: One (1) Residents commented

Next Meeting [Preliminary Budget] April 17, 2024 9:00 am [Regular Board] April 17, 2024 10:00 am

Motion to Adjourn Gawron /Alward @ 10:55 am

E-Mail for Supervisor: supervisor@secordtwp.com

