

Second Township Monthly Meeting

May 21, 2025

10:00 am

Meeting was called to order by Clerk, Kristine Panetta at 10:00 am with everyone standing reciting the Pledge of allegiance.

Roll Call:

Supervisor Joel Vernier Absent Excused
Treasurer Cheryl Stiehl Present
Clerk Kristine Panetta Present
Trustee Maria Alward Present
Trustee Harold Day Present
7 registered interested residents in attendance

Minutes of April 16, 2025 regular meeting minutes were reviewed

Motion to accept by Maria/Cheryl -All Ayes

Minutes for April 16, 2025 Preliminary Budget Meeting were reviewed

Motion to accept by Maria/Cheryl- all Ayes

Minutes of April 21, 2025 special meeting to approve election workers were reviewed

Motion to accept by Harold/Kristine – all Ayes

Consent Agenda/Changes to Agenda: Maria/Kristine accepted agenda. No changes.

Guest:

Mike Visnaw- County Commissioner-

Discussion on Pratt Lake water levels (Low)- he noted that it is mostly due to lack of rain fall.

Changes are being made/updated to the airport and being paid for by the FAA and some county contributions

Animal control meets monthly to normally discuss cats and dogs. Now including large animals as well (Horses and Cows)

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Treasurer's Report:

General Fund Checking Balance	\$277,678.14
12 Mo. CD #S50	\$ 56,771.05
12 Mo. CD #S51	\$ 56,497.98
General Ledger Fund Balance Available:	\$390,947.17
Fire Fund Money Market (Checking Acct)	\$ 99,449.18
12 Mo. CD #S52	\$ 48,424.97
Fire Funds Total Balance Available:	\$147,874.15
Garbage Fund Balance:	\$325,353.61
Weed Control Improvement Fund	\$585,782.74
9 Mo. Add On CD Capital Reserve	\$258,098.81
Lake/Weed Improvement Fund Balance:	\$843,881.55
Mosquito Fund Balance	\$114,286.22
Road Fund Balance	\$555,743.95
Total Funds	\$ 2,378,086.65

Motion by Kristine/ Harold to receive and file Treasurer's report and file -all Ayes

Bills To Be Paid: Clerk Kristine Panetta presented bills:

General Fund: \$37,393.62 (Election expenses to be reimbursed)

Fire: \$25,749.03 (\$19,500.00, was an advance to Pole Building for the statin remodel)

General Payroll :\$13,883.17

Fire payroll: \$3352.52

Motion by Maria and Cheryl to pay the bills as presented - All Ayes

Discussion on Township Hall Landscaping and sign repair or replacement:

Volunteers have offered to help with the landscaping. Mulch will most likely be needed. Shrubs removed and trimmed. Possibly a digital sign or new letters for the existing sign. Quotes will be needed and reviewed prior to any change

Results for the May 6, 2025 election for Renewal on Career & Technical Education School millage were read:

Secord 276 voters turned out, 136 Yes and 140 No

County total: 3833 voters turned out, 2577 Yes and 1244 No

Correspondence Received: None to Report by Clerk Kristine Panetta

Reports:

Planning & Zoning : Trustee Maria Alward reported. They had a meeting Wednesday, May 14, 2025. Voted on Assessor land division: vote passed. Possibly 2 new interested persons for the Board, they will keep us updated

Fire Board: reported 11 runs. A new hire at the fire station was announced by Fred.

Fire Chief: Chief Fred Shavers reported. They are preparing for the cement at the fire dept. remodel going well.

Fire inspections done: Eagles: a few issues noted, given 30 days for reinspection

Rogers: passed and approved inspection

Discussion on Lean to for A/C and Generator: Pole Building quote of \$11,000.00 is too high. Agreed to put out for bid.

Publishing in June.

Road Committee:

2025 plan is in place and already has begun. Completed brining on dirt roads, Completed crack sealing of 8.4 miles of road. Contract for paving are all signed and approved and will begin between now and end of August, weather pending. Sugar River Rd repave has begun.

The Road side Park on M30 will be closed temporarily this summer for new bathroom facility to be installed. No dated on closure yet.

Constable: Maxine reported. All is Well at Eagles. Waiting on new liquor license. Rogers has no liquor license.

Zoning Administrator: Harold Day reported: 3 new Zone Reports in April.

Many phone calls received inquiring on new builds prior to water returning

Reiterated the importance of having surveys done prior to zoning approvals

Stated the average cost for a survey is \$800.00, mainly the property line borders are to be noted

Blight Officer: Tim reported. 1179 Nokomis and 1270 Lakeshore Dr are under current investigation for tall grass. Wirtz Rd collapse is in the citation stage. Communication continues with Ridge Rd blight complaint. Towsley Rd complaint of

trees down and tall grass, large overgrowth by attending citizen at meeting. Tim spoke with the citizen privately at the meeting and will investigate complaint.

Tim is looking into the shipping containers located on properties

Well and Septic: Maria reported. 6 reports on Septic: 4 passed, 2 failed 3 Wells passed, 2 failed

Other Business:

New form for approval from Assessor, Mike Houserman

Roll Call to Motion and approve new Assessor Form:

- Supervisor Joel Vernier Not Present
- Treasurer Cheryl Stiehl Yes
- Clerk Kristine Panetta Yes
- Trustee Maria Alward Yes
- Trustee Harold Day Jr. Yes

Equalization Contract Renewal: Contract expires June 30, 2025

Current Equalization contract will send out the summer tax

Mike Houserman's group will take over starting with the Winter Tax bill.

Of the three options offered on the Equalization Contract, Mike has recommended option 2 for the new contract as option 3 was the previous choice.

Roll Call to Motion and approve Equalization contract 2025/2026 with option 2:

- Supervisor Joel Vernier Not Present
- Treasurer Cheryl Stiehl Yes
- Clerk Kristine Panetta Yes
- Trustee Maria Alward Yes
- Trustee Harold Day Jr. Yes

Resolution:

Appointed Employee Extended Leave & Unapproved Absence Policy: Secord Township

Roll Call to Motion and approve Resolution:

- Supervisor Joel Vernier Not Present
- Treasurer Cheryl Stiehl Yes
- Clerk Kristine Panetta Yes
- Trustee Maria Alward Yes
- Trustee Harold Day Jr. Yes

Board members initialed and sign original resolution. Filed in Clerks office.

Supervisor Comments: Kristine made note to all in attendance that the New 2025 Mosquito Abatement Program fliers were available on the welcome table.

Public Comment:

None

Closed Session took place. Once Board members returned a roll call was taken

Roll Call to Motion and approve Closed Session discussion:

- Supervisor Joel Vernier Not Present
- Treasurer Cheryl Stiehl Yes Option 2
- Clerk Kristine Panetta Yes Option 2
- Trustee Maria Alward Yes Option 2
- Trustee Harold Day Jr. Yes Option 2

Motion to accept closed session vote by Harold/ Maria

Motion to Adjourn Meeting by Maria/Cheryl @ 11:12am All Ayes

Next Meeting June 18, 2025@ 10:00 am

Email for Township Supervisor: supervisor@secordtwp.com

Kristine Panetta
Clerk

Minutes prepared by Christine Grace, Deputy Clerk