

Frankenlust Township Board Meeting  
July 9, 2024 4:00 pm

---

The regular meeting of the Township Board was held. It was called to order by Supervisor, Ron Campbell. The Pledge of Alliance was said.

**Present:** Campbell, Britton, Fisher, Ortner and Begick

**Excused Absent:** None

**Consent Agenda Items** Motion by Britton/Begick to approve the regular Board minutes from June 11, 2024, receive the Treasurer's report, and authorize payment of bills in the amount of \$117,948.72 from the General and Misc. Funds as needed. Roll Call Vote:

Fisher	yes
Campbell	yes
Britton	yes
Ortner	yes
Begick	yes

5 aye, 0 nay. Carried.

**Public Input** None.

**Fire Department** No Fire Department meeting for July, 2024 due to the holiday. There will be no meeting in August, 2024 due to the car show. There were 46 calls in June with 220 YTD. Jacob Saeng resigned to attend medical school.

**Nature Park** No Report.

**Planning Commission** Report is on file.

**Zoning Administrator** Report is on file. Trustee Britton stated that the Zoning Administrator was not only responsible for administering ordinances but enforcing them as well. His reports do not reflect any of that. They are the same statements of information from month to month without any actions to report. Supervisor Campbell recommends that we begin searching for a new Zoning Administrator.

**Liquor License** An application for a liquor license was presented to the Board for consideration, on behalf of by Casa Flores, a restaurant that recently opened on Bay Road. The license would be issued to the restaurant owner not the building owner. Township Board approval is the first of many steps before it is approved and can take a minimum of six months. Motion Fisher/Ortner to approve the liquor license application for Casa Flores. Discussion. Roll Call Vote:

Campbell	yes
Britton	yes
Ortner	yes
Begick	yes
Fisher	yes

5 aye, 0 nay. Carried.

**Resolution 2024-002** Motion by Britton/Fisher to accept the verbiage for Resolution 2024-002 updating the codes required for snow and ice shields for roof inspections as presented. Following the board's discussion, Trustee Britton withdrew his motion. Due to additional information being gathered, this item was tabled until August Meeting.

**State Tax Commission** We would like to commend Assessor Anissa Zaucha for the excellent work she has done in updating the property tax rolls for the last three years. A letter was sent to Supervisor Campbell from the State of Michigan Department of the Treasury stating that the PA 660 Audit indicates that Frankenlust Township is Compliant with a perfect score.

**Misc. Funds Budget** Motion by Fisher/Britton to approve the Misc. Funds Budget for 2024-2025 as presented by Treasurer Ortner. Discussion. 5 aye, 0 nay. Carried.

**B.C.T.O.A.** Frankenlust Township will host the B.C.T.O.A meeting on December 11, 2024 at Monitor Township. Tom Woods Catering will be notified of the date that has been set.

**Administrative Secretary** Motion by Campbell/ Britton to hire Brandy Martin to fill the position of Administrative Secretary at \$21 per hour with seven paid Federal holidays per year. Discussion. 5 aye, 0 nay. Carried.

**MI Haus** Trustee Britton recommended that we have the realtor for the former MI Haus property put up a larger sign giving more information on the property that is for sale.

**IRS Penalty** The IRS guidelines for remitting payroll taxes has changed for Frankenlust Township. In the past the payroll taxes taken from employee's paychecks were remitted within 30 days of the next payroll cycle. Taxes are now required to be paid within 3 days of the payroll date. This change is due to the fact that we remit more than \$50,000.00 of Federal, FICA and Medicare taxes from employees and employer taxes annually. The first quarter of 2024 taxes were paid under the old guideline. As of April, they are being remitted under the new guidelines. A penalty was received for the first quarter and was paid with funds from Uncategorized Expenses. Clerk Fisher will contact the CPA to find out what is the best way to handle that expense.

**Sheriff's Report** July 2024 report on file.

**Duties of Clerk and Deputies** Duties for the Clerk, Treasurer and their deputies are need to be reviewed and discussed. Tabled for next meeting.

Motion by Ortner/Britton to adjourn. 5 aye, 0 nay. Carried.

Meeting adjourned at 4:50 p.m.

Next Regular Meeting is August 13, 2024 at 4:00 p.m.

Debbie Fisher, Township Clerk

Ronald Campbell, Supervisor