

**SUGAR ISLAND TOWNSHIP
6401 E. 1½ Mile Road
Sault Ste. Marie, MI 49783**

**BOARD MEETING
Tuesday, March 11, 2024**

MINUTES

- I. Call to Order. Meeting called to order at 7:04 by Supervisor Mark Eitrem.
- II. Pledge of Allegiance. Pledge conducted.
- III. Attendance Roll Call. Clerk was not present so Supervisor Eitrem conducted the roll call. Members present: Supervisor Eitrem, Treasurer Jaci Brown and Trustee Jason Morehouse. Members absent: Clerk Behm and Trustee Bruder.
- IV. Changes/Additions to the Agenda. Items IX d. and e. were deleted. Motion accept agenda as amended by Supervisor Eitrem, supported by Trustee Morehouse, vote was unanimous.
- V. Approve Minutes from February 11, 2025. Motion to approve minutes by Trustee Morehouse, supported by Treasurer Brown, vote was unanimous.
- VI. Correspondence. None.
- VII. Public Comment on Items on the Agenda.
- VIII. Treasurer's Report. The Treasurer gave report. Motion to accept the report made by Supervisor Eitrem and supported by Trustee Morehouse, vote was unanimous.
 - a. General Fund
 - b. Restricted Funds
 - i. Road Fund
 - ii. Fire Fund
 - iii. Ambulance Fund
 - iv. Solid Waste Fund
 - v. Metro Fund
- IX. Unfinished Business.
 - a. Discuss the need to find another attorney. Still no response from identified prospects.
 - b. Discuss and Consider the need to add Solid Waste to the list of responsibilities approved last month. Motion by Trustee Morehouse to assign that function to Supervisor Eitrem, supported by Brown, vote was unanimous.
 - c. Discuss and Consider the draft position description for the Transfer Station Attendant. Supervisor Eitrem reported that he gave the Transfer Station Attendant a copy of the PD and had not provided any comments. Supervisor Eitrem reported that he would send a copy to Board members. A vote will be held next month to approved the PD.
 - d. Discuss and Consider the need for two plow truck drivers. Deleted see item IV.
 - e. Discuss and Consider a resolution to establish 2025 Poverty Guidelines. Deleted see item IV.
- X. New Business.

- a. Pay Bills with EFT's and Checks# _____ through #_____.
 - b. Discuss and Consider a request to replace the existing backstop at the North Westshore Park. Supervisor Eitrem recommended that the Youth Group be placed in charge of park infrastructure improvements. No vote.
 - c. Discuss a DRAFT financial document reflecting the closeout to the 2024-2025 budget and the introduction of the DRAFT 2025-2026 budget. Supervisor explained the document. Trustee Morehouse asked for an increase in park funding.
- XI. Department/Committee Reports.
- a. Ambulance Report. Chief Horner described the successful transition to a Medical First Responder status (Approved by the State). He also reported three runs in February and one in March so far.
 - b. Fire Report. Chief Horner made a presentation outlining two successful training events.
 - c. Planning Commission. None
 - d. Zoning Board of Appeals. None
 - e. Board of Review. Supervisor Eitrem reported the upcoming BOR meetings.
- XII. Public Comment on any Issue. None.
- XIII. Board Member Reports. Treasurer reported that BS&A was software that the Board should consider purchasing to improve the functionality of the Township's financial management. The cost was in the \$40-\$50K range based on modules selected. The issue will be added to the agenda in April.
- XIV. Announcements.
- a. The Supervisor has called for a Special Meeting to be held on March 25, 2025 at 7:00pm. This special meeting is for the purposes of making a final modification to the 2024-25 budget, the approval of the 2025-2026 budget, and the Supervisor's presentation of the State of the Township.
 - b. Watch for Announcements in the Sugar Island Quacker
 - c. Watch for Announcements on "I Love Me Some Sugar Island" Facebook site
 - d. Watch for Announcements on the new Sugar Island Township Website (sugarislandtownship.org)
- XV. Adjournment. Motion by Treasurer Brown and supported by Trustee Morehouse, vote was unanimous.

Submitted by: Supervisor Mark Eitrem