SUGAR ISLAND TOWNSHIP

6401 E 1 ½ Mile Rd
Sault Ste Marie, MI 49783

Board Meeting Minutes

Tuesday, October 13, 2026

I. Supervisor Eitrem called meeting to order at 7:00 pm

II. Supervisor Eitrem led meeting in the Pledge of Allegiance

III. Roll call taken: Supervisor Eitrem-present, Treasurer Brown-present, Trustee-Williams- present, Clerk Rich – present, Trustee Morehouse-present

IV Supervisor Eitrem announced an addition to the Agenda, under New Business item e. Discuss and consider purchase of office equipment for Treasurer Brown.

MOTION: --------- to accept Agenda. Support –------. Motion ----------

V **MOTION:** Trustee Morehouse- to approve Meeting Minutes September 8, 2026 Supported by Trustee Williams. Motion passed unanimously

VI Correspondence- Treasurer Brown announced receipt of correspondence from Township Attorney regarding training in December.

VII **Treasurer's report- Fiscal Year 25/26.**

Treasurer Brown presented the Township Treasurer's Report.

July 30, 2026

Michigan Class

Beginning Balance	$582,105.40	ROAD
	$121,490.10	FIRE
	$ 25,310.43	SOLID WASTE
	$25,104.43	AMBULANCE
Income earned	$ 1,857.16	ROAD
	$ 387.63	FIRE
	$ 80.78	SOLID WASTE
	$ 807.50	AMBULANCE
Balance	**$583,962.56**	**ROAD**
	$121,877.73	**FIRE**
	$ 25,391.21	**SOLID WASTE**
	$253,911.93	**AMBULANCE**

BEGINNING TOTAL	**$982,010.36**
MONTH INTEREST	**$ 3,133.07**
ENDING TOTAL	**$985,143.43**

Account#

Petty Cash: $ 400.00

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Payable:	$ 19,500.73
General	$120,592.92
Taxes:	$ 7,523.56
Roads:	$ 61,489.02
Metro:	$ 14,480.27
Playground:	$ 3,658.13
Solid Waste:	$ 59,481.07
Fire Fund:	$102,212.51
Ambulance Fund:	$ 89,288.04

Total: $478,626.25

GRAND TOTAL: $1,460,636.61

*Treasurer Brown acknowledged date should be September 30 NOT July 30.

MOTION: Supervisor Eitrem - to approve Treasurer's Report as read. Supported by Trustee Morehouse. Motion passed Unanimously

VIII Unfinished Business:

a. Supervisor Eitrem discussed the status of ongoing work with Spectrum Communication. Wire continues to be run. Drilling expected to start any day.
b. Discussion of increasing Center Rental fees. Currently $40. Considering increase to $200 or more depending on use of entire facility. To be discussed at next meeting.
c. Supervisor Eitrem presented information that he had accumulated regarding other EUP townships and their elected officials' salaries/pay, consideration continues.
d. Supervisor Eitrem led discussion on need to monitor permits for food trucks and other private vendors using Township properties or facilities. Supervisor Eitrem spoke with Josh Horner, and was informed that the Sault Fire inspects them annually and to simply ask for a copy of their certificate.

IX New Business:

a. Pay Bills with EFT's and Checks.
MOTION: Clerk Rich to pay monthly bills as presented. Supported by Trustee Williams. Motion passed unanimously.
b. Discussion of ordinary high water mark determination. Zoning and Planning Board may bring forward document to make sure we are following State law and Rule. Need a Zoning Administrator. Supervisor Eitrem will continue in that role until one is hired. Supervisor Eitrem will prepare information for next meeting.
c. **TABLED**: Phill Haggerty as an alternate to the Zoning Committee.
d. Township Administrative Policies and Procedures: Supervisor Eitrem requested that all Township Board members review, make comments in margin and return to him.
e. Purchase of Office Equipment for Treasurer. Treasurer Brown withdrew request. No Action Taken.

X Department/Committee Reports:

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a. Ambulance Report – No report
b. Fire Report -No report
c. Planning Commission- All in-person training was cancelled, training is using Zoom. On Monday there will be 3 hours of training. Planning Commission is updating the Sugar Island Township Master Plan.
d. Zoning Board of Appeals – Michelle King is new Chair. All Zoning personnel have completed training.
e. Board of Review – No report

XI Public Comment

Citizen asked for action that would freeze the yard at the Transfer Station to prevent it from being damaged. Wheel rolling was suggested. Trustee Morehouse will look into.

XII Board member reports

Trustee Morehouse – inquired about protocol for posting information to Township website.

Clerk Rich –

1. New Television has a connectivity problem. May need to return. System Administrator David Rich will look into.
2. SI Twp website has been "hit" a few times, presenting security issues. Rebecca will handle for now. Looking into increasing security level/moving to a .gov
3. Reminder – be certain to use caution opening links, and look closely for errors in emails (address, misspellings etc).

Trustee Williams – discussion regarding reimbursement for training costs, and use of EUPTA ferry pass.

Treasurer Brown – Training in November in Gaylord. Wants to spend the night as training ends at 4:00 pm. Discussion of including Rebecca as she is an employee. As the expected expenditure will not exceed authorized Treasurer spending limit, no motion was made. Discussion was made regarding using KCI to mail taxes to property owners. No action taken.

Supervisor Eitrem-there are no current requests from residents for assistance with moving uninhabited trailers/campers.

XIII Announcements:

a. Watch for Announcements in the Sugar Island Quacker
b. Watch for Announcements on Sugar Island Township Facebook page.
c. Watch for Announcements on the Sugar Island Township Website: www.sugarislandtownship.org

XIV 8:26 pm Supervisor Eitrem adjourned the meeting

Respectfully submitted by:

Brandi Rich
Original signed
Sugar Island Township Clerk