

~~Unapproved~~
approved 2-14-24

**BOIS BLANC TOWNSHIP
Regular Meeting
January 10, 2024
Bois Blanc Township Hall**

Meeting was called to order at 5:00 pm Supervisor Brent Sharpe

Pledge of Allegiance

Present: Diane Akright, Brent Sharpe, Keri Viers, Anne Kennedy Absent: Tom Wybranowski,
Agenda was reviewed and accepted.

Others present: Damien Nelson, Chris Viers, Richard Berger, Rick Navarre

Minutes were submitted to all board members prior to the meeting. Motion was made by A Kennedy, 2nd by K Viers to accept minutes for 10/27/23 as submitted. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-001 carried.**

Motion was made by D Akright, 2nd by A Kennedy to accept minutes for 11/08/23 as submitted. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-002 carried.**

Treasurer's report was submitted and distributed to all board members.

Budget Amendment: See attached BAs presented for approval.

Motion was made by D Akright, 2nd by K Viers to move \$174.90 from Airport contingency to Transportation. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-003 carried.**

Motion was made by D Akright, 2nd by K Viers to increase the Airport transportation budget from \$794.59 to \$969.49. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-004 carried.**

Motion was made by K Viers, 2nd by D Akright to increase the Airport Repairs budget from \$2504.13 to \$3932.82. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-005 carried.**

Motion was made by A Kennedy, 2nd by K Viers to move \$580.44 from TS Contingency to Garbage Removal. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-006 carried.**

Motion was made by D Akright, 2nd by K Viers to Increase the General Fund/Ins-Bond 101-265-910-000 from \$6000 to \$7041.13. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-007 carried.**

Motion was made by K Viers, 2nd by A Kennedy to pay the bills as submitted. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-008 carried.**

Department Reports:

Airport: Update on Airport was given by Manager, Chris Viers. Also noted was that the clerk's access to ProjectWise (MDOT software) has been fixed and that we currently have nothing in their that requires our action. It was confirmed by Paul Nicastrì (MDOT), that an invoice will be generated to the township for our 5% of the snowblower and he is checking to make sure the check to Hutson for the \$154,169.68 has been cut.

A revised Airport Rules and Regulations to include Section 2.10: Runway Approach Obstructions were submitted for township approval. Motion was made by D Akright, 2nd by A Kennedy to approve and implement. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-009 carried.**

A standard release/consent agreement was also submitted to be used in the case of a runway obstruction situation. Motion was made by D Akright, 2nd by A Kennedy to approve the legal "Release, Waiver and Consent Agreement" to be used by the Airport in the case of tree removal/airport runway approach obstructions. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-010 carried.**

Fire: no report

FFI & II training: Damien Nelson, Chad Vallance and Meghan Hawver will be starting Firefighter training tonight. Due to weather problems tonight (flights cancelled) they will be attending the initial meeting virtually.

Marina: Harbormaster position is still posted. We currently have one applicant. We expect a recommendation from the Harbor Commission in March so that a final determination can be made by April.

Law: No report. Joe has asked the township board to consider a schedule change for 2024 that would begin March 15th through Dec 15th. This would require an addendum to the contract. 2024 is the last year of the current law contract. There was discussion. Motion was made by A Kennedy, 2nd by K Viers to table any schedule change to be included in the new contract. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-011 carried.**

Cemetery: A request for burial rights was submitted for Peggy Feeley. Motion was made by D Akright, 2nd by K Viers to approve burial rights to Peggy Feeley for Block 9, Lot A, Plots 1-5. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-012 carried.**

Missy reports that there are currently 2 burials scheduled for July of 2024.

Parks and Rec:

P&R is scheduled to meet tomorrow. Survey work for Nichols Point is completed. As soon as the physical survey is received, we have the civil engineer ready to start work on plans for development. I believe we are at a good place to now request the county designated funds for Nichols Point so they can be used for any engineering and development costs.

Motion was made by A Kennedy, 2nd by K Viers to have the clerk draft and submit a letter of request to the county for the park project funds. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-013 carried.**

A general financial report was put together by the clerk to highlight donations/grants and expenditures.

Planning: Planning did not have a meeting in Dec. They are planning on meeting in January and will continue their ordinance work. They are still awaiting feedback from the attorney on some ordinance documents.

Transfer Station: Transfer Station Attendant opening will be posted in March. For the limited winter hours, Rick Navarre as maint. will be cross trained for back-up and we also have Mick Kimball, Phil Radala and Bill Akright in an emergency situation. The microwave used at the transfer station has quit and needs replaced. We have a request also for a motion alarm to be used at the gate as well.

Motion was made by D Akright, 2nd by K Viers to approve up to \$150 for a replacement microwave and motion alarm for the gate. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-014 carried.**

Zoning: We have a written resignation from Tom Wybranowski. Motion was made by D Akright, 2nd by K Viers to accept with regret. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-015 carried.**

A written letter of interest from Damien Nelson was received regarding the Zoning Administrator position. Motion was made by D Akright, 2nd by K Viers to appoint Damien Nelson to the role of Zoning Administrator. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-016 carried.**

Maintenance: Rick gave a report on maintenance and will be working on items to be considered for budgeting for 2024-25.

Health Committee: No report.

Old Business:

Public Comment:

New Business:

- 2024 meeting schedule and payroll schedules were submitted. Motion was made by A Kennedy, 2nd by K Viers to approve as submitted. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-017 carried.**
- BBI Harbor Rules & Reg. – submitted by Harbor Commission for board approval. Motion was made by D Akright, 2nd by K Viers to approve the new Harbor Rules and Regulations. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-018 carried.**
- Marina Enforcement Policy - document was submitted for board review/approval. This addresses parking and slip usage as well as the ticketing for violations. It was determined that we would like to see this written into the form of an ordinance so that Law Enforcement can assist in ticketing. The Clerk will summarize some of the things we would like to have changed and forward it to Chris Viers to review and revise for anything missed before it is submitted to the attorney.
- Election Drop Box/Surveillance grants – This was tabled until the next meeting. The clerk will pull additional information on this for submission at that time.
- MTA Conference (April 23-25, 2024) – We have request to attend from T Wybranowski, A Kennedy, and T Bach. Motion was made by K Viers, 2nd by D Akright to approve up to 5 attendees to the MTA conference. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-019 carried.** After much discussion and review of the current budget, we determined the need to make sure the 2024-25 budget includes MTA conference/training dollars to allow for new board members coming into office.
- 2024-25 Budget Workshops: Calendars were reviewed and Budget Workshops will be set for February 5th and 6th 9am – 3pm. Clerk will contact department heads and prepare paperwork.

Correspondence and Meetings :

- Meeting has been scheduled in St Ignace (1/12/24) for all clerks regarding early voting. Clerk Akright will plan to attend.
- Harbor Commission is working on a possible date/time/location for a Feb. meeting off island. If/when determined a change notice will be posted.
- Letter was received from PIE&G requesting a “letter of support” for PIE&G expansion of fiber internet construction. Motion was made by K Viers, 2nd by D Akright to supply the letter for support. Roll call vote: Ayes: A Kennedy, B Sharpe, K Viers & D Akright Nays: none Absent: T Wybranowski, **Motion 2024-020 carried.**

- E-mail was received from Andrew Thibodeau regarding "Renewable Energy Grants". This does not seem to be something the township can utilize. We would however encourage Andrew to market to individuals on the island he feels might qualify.

There being no further business, the meeting was closed at 6:38 pm

Respectfully Submitted,

Diane M Akright , Bois Blanc Township Clerk

CASH SUMMARY BY FUND FOR BOIS BLANC TOWNSHIP
FROM 11/01/2023 TO 12/31/2023
FUND: 101 206 207 226 295 594
CASH ACCOUNTS

Boblo

Fund	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 12/31/2023
101	GENERAL FUND	276,491.41	87,035.55	77,069.14	286,457.82
206	FIRE FUND	256,707.66	24,138.26	28,943.71	251,902.21
207	LAW FUND	155,602.49	8,254.28	4,529.93	159,326.84
226	TRANSFER STATION FUND	124,376.61	16,239.33	19,260.76	121,355.18
295	AIRPORT FUND	294,574.58	10,000.52	9,346.03	295,229.07
594	MARINA FUND	351,735.28	12,149.76	6,914.55	356,970.49
TOTAL - ALL FUNDS		1,459,488.03	157,817.70	146,064.12	1,471,241.61

BUDGET AMENDMENTS 1/10/24

Airport

Transfer \$174.90 from Contingency to Increase 295-537-860-000 (Transportation) from \$794.59 to \$969.49 (Plow truck service transportation costs & maintenance mileage)

Increase 295-537-930-000 (Repairs) from \$2504.13 to \$3932.82 (This will include a Car Quest bill that has not been paid yet) - Generator service & repair, 2023 annual well testing/maint., Batteries for Western Star.

Transfer Station

Move \$580.44 from contingency to Garbage Removal, increasing from \$15,000 to \$15,580.44

General

Increase 101-265-910-000 Insurance/Bond from \$6000 to \$7041.13

Check Date	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	S
Bank CNBG1 GENERAL CHECKING ACCOUNT							
11/21/2023	19513	AIRGAS2	AIRGAS USA, LLC	AIRGAS USA, LLC	OXYG CYL RENTAL	52.85	0
11/21/2023	19514	ANDERSON	ANDERSON, TACKMAN & COMPAN	ANDERSON, TACKMAN & COMPAN	PROGRESS BILLING - AUDIT	3,917.50	0
11/21/2023	19515	BLOOM	BLOOM SLUGGETT MORGAN	BLOOM SLUGGETT MORGAN	ATTORNEY FEES	465.50	0
11/21/2023	19516	CVIERS	CHRIS VIERS	CHRIS VIERS	CELL PHONE STIPEND	40.00	0
				CHRIS VIERS	NOV MAINT MILEAGE - 100 @.655	65.50	0
						105.50	
11/21/2023	19517	CITZ CARD	ELAN FINANCIAL SERVICES	ELAN FINANCIAL SERVICES	CREDIT CARD CHARGES	1,041.44	0
11/21/2023	19518	NORTHERN D	NORTHERN DRILLING INC	NORTHERN DRILLING INC	START UP/QTRLY SAMPLES/TESTS/FLUS	680.00	0
11/21/2023	19519	PLAUNT	PLAUNT TRANSPORTATION	PLAUNT TRANSPORTATION	TRANSPORTATION CHARGES	679.13	0
11/21/2023	19520	PIE & G	PRESQUE ISLE ELECTRIC & GA	PRESQUE ISLE ELECTRIC & GA	ELECTRIC SERVICE	1,203.02	0
11/21/2023	19521	QUILL	QUILL	QUILL	QUILL + MEMBERSHIP	69.99	0
11/21/2023	19522	TIMBERLINE	TIMBERLINE ELECTRIC LLC	TIMBERLINE ELECTRIC LLC	ANNUAL SERVICE - AIRPORT STANDBY	250.00	0
12/19/2023	19523	AIRGAS2	AIRGAS USA, LLC	AIRGAS USA, LLC	OXY CYL RENTAL	44.66	V
			Void Reason: MISPRINT				
12/19/2023	19524	ANDERSON	ANDERSON, TACKMAN & COMPAN	ANDERSON, TACKMAN & COMPAN	PROGRESSING BILLING - AUDIT	2,868.75	V
			Void Reason: MISPRINTED				
12/19/2023	19525	BLARNEY	BLARNEY CASTLE OIL CO	BLARNEY CASTLE OIL CO	E-10 FUEL - 73.1 GAL	241.56	V
			Void Reason: MISPRINTED				
			BLARNEY CASTLE OIL CO	BLARNEY CASTLE OIL CO	E10 FUEL - 95.1 GAL	313.72	V
			Void Reason: MISPRINTED				
						555.28	
12/19/2023	19526	CVIERS	CHRIS VIERS	CHRIS VIERS	CELL PHONE STIPEND JAN 2024	40.00	V
			Void Reason: MISPRINTED				
12/19/2023	19527	CITZ CARD	ELAN FINANCIAL SERVICES	ELAN FINANCIAL SERVICES	CREDIT CARD CHGS 11/15 - 12/13	314.92	V
12/19/2023	19528	GFL	GFL ENVIRONMENTAL USA INC	GFL ENVIRONMENTAL USA INC	TRASH REMOVAL 11/30/23	1,731.16	V
12/19/2023	19529	NCP GEN	NORTH COUNTRY POWER GENERA	NORTH COUNTRY POWER GENERA	GENERATOR SERVICE/REPAIR AIRPORT	492.60	V
			Void Reason: MISPRINTED				
12/19/2023	19530	PLAUNT	PLAUNT TRANSPORTATION	PLAUNT TRANSPORTATION	TRANSPORTATION CHARGES NOV	758.89	V
			Void Reason: MISPRINTED				
12/19/2023	19531	QUILL	QUILL	QUILL	OFFICE SUPPLIES TOWNSHIP HALL	47.56	V
			Void Reason: MISPRINTED				
12/19/2023	19532	R & R FIRE	R & R FIRE TRUCK REPAIR IN R & R	R & R FIRE TRUCK REPAIR IN R & R	BREATHING AIR COMPRESSOR ANNUAL M	1,612.19	V
			Void Reason: MISPRINTED				
12/19/2023	19533	TDS	TDS TELECOM	TDS TELECOM	TELEPHONE AND INTERNET CHGS	689.24	V
			Void Reason: MISPRINTED				
12/19/2023	19534	TOM	TOM WYBRANOWSKI	TOM WYBRANOWSKI	ZONING ADMIN MILEAGE NOVEMBER	53.71	V
			Void Reason: MISPRINTED				
12/19/2023	19535	WILLIAMS	WILLIAMS OFFICE EQUIPMENT	WILLIAMS OFFICE EQUIPMENT	YEAR END LETTER - P&R	80.00	V
			Void Reason: MISPRINTED				
12/19/2023	19536					V	
			Void Reason: MISPRINTED				
12/19/2023	19537					V	
			Void Reason: MIS PRINTED				
12/19/2023	19538	AIRGAS2	AIRGAS USA, LLC	AIRGAS USA, LLC	OXY CYL RENTAL	44.66	0
12/19/2023	19539	AGP	AMERICAN GAS PRODUCTS	AMERICAN GAS PRODUCTS	PROPANE - FD/WAGNER ROOM	1,035.92	0
12/19/2023	19540	ANDERSON	ANDERSON, TACKMAN & COMPAN	ANDERSON, TACKMAN & COMPAN	PROGRESSING BILLING - AUDIT	2,868.75	0

Handwritten: K.V. (circled)
Handwritten: N.A.K. (with arrow pointing to the signature area)

Check Date	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount	S
12/19/2023	19541	BLARNEY	BLARNEY CASTLE OIL CO	BLARNEY CASTLE OIL CO	E-10 FUEL - 73.1 GAL E10 FUEL - 95.1 GAL	241.56 313.72	0 0
						555.28	
12/19/2023	19542	CVIERS	CHRIS VIERS	CHRIS VIERS	CELL PHONE STIPEND JAN 2024	40.00	0
12/19/2023	19543	CITZ CARD	ELAN FINANCIAL SERVICES	ELAN FINANCIAL SERVICES	CREDIT CARD CHGS 11/15 - 12/13	314.92	0
12/19/2023	19544	GFL	GFL ENVIRONMENTAL USA INC	GFL ENVIRONMENTAL USA INC	TRASH REMOVAL 11/30/23	1,731.16	0
12/19/2023	19545	NCP GEN	NORTH COUNTRY POWER GENERA	NORTH COUNTRY POWER GENERA	GENERATOR SERVICE/REPAIR AIRPORT	492.60	0
12/19/2023	19546	PLAUNT	PLAUNT TRANSPORTATION	PLAUNT TRANSPORTATION	TRANSPORTATION CHARGES NOV	758.89	0
12/19/2023	19547	QUILL	QUILL	QUILL	OFFICE SUPPLIES TOWNSHIP HALL	47.56	0
12/19/2023	19548	R & R FIRE	R & R FIRE TRUCK REPAIR IN	R & R FIRE TRUCK REPAIR IN	BREATHING AIR COMPRESSOR ANNUAL M	1,612.19	0
12/19/2023	19549	TDS	TDS TELECOM	TDS TELECOM	TELEPHONE AND INTERNET CHGS	689.24	0
12/19/2023	19550	TOM	TOM WYBRANOWSKI	TOM WYBRANOWSKI	ZONING ADMIN MILEAGE NOVEMBER	53.71	0
12/19/2023	19551	WILLIAMS	WILLIAMS OFFICE EQUIPMENT	WILLIAMS OFFICE EQUIPMENT	YEAR END LETTER - P&R	80.00	0
12/20/2023	19552	STRAIT MEC	STRAITS MECHANICAL	STRAITS MECHANICAL	BALANCE FOR PROPOSAL 2023-98 - FU	4,837.50	0
01/04/2024	19557	ARROW	ARROW SIGNS	ARROW SIGNS	SIGNS FOR MARINA & TRANS STATION	275.00	0
01/04/2024	19558	MISC	DAN REYNOLDS	DAN REYNOLDS	PART FOR FIRE RESCUE VEHICLE	156.72	0
01/04/2024	19559	ELEC SOURC	ELECTIONSOURCE	ELECTIONSOURCE	ANNUAL MAINT FOR VOTING MACHINES	615.00	0
01/04/2024	19560	MI FIRE AS	MICHIGAN STATE FIREMEN'S A	MICHIGAN STATE FIREMEN'S A	TEXT BOOKS FOR FF1 & FF2 TRAINING	405.65	0
01/04/2024	19561	PIE & G	PRESQUE ISLE ELECTRIC & GA	PRESQUE ISLE ELECTRIC & GA	ELECTRIC SERVICES	1,687.77	0
01/04/2024	19562	QUILL	QUILL	QUILL	LABELS AND ENVELOPES	50.17	0
01/04/2024	19563	TDS	TDS TELECOM	TDS TELECOM	TELEPHONE AND INTERNET CHARGES	695.91	0

CNKG1 TOTALS:

Total of 47 Checks:
Less 15 Void Checks:
Total of 32 Disbursements:

36,802.49
9,288.96
27,513.53

ad

Revised 12/26/23

PROPOSED.....
2024 MEETING CALENDAR

BOIS BLANC TOWNSHIP

TOWNSHIP HALL (231) 634-7275

Clerk – Diane Akright 634-7275 (Leave message) Permits, Voters registration, etc.

Treasurer – Anne Kennedy 634-7275 (Leave message) Parking, taxes, etc.

Supervisor - Brent Sharpe 634-7275

Assessor – Elizabeth Zabik 231-290-0369

IF NO ONE IS AT THE TOWNSHIP HALL, CALL OR E-MAIL:

CLERK – DIANE AKRIGHT 634-7070 /bbiclerk@tds.net

TREASURER – ANNE KENNEDY 634-7121 /bbitreasurer@tds.net

TOWNSHIP MEETINGS (REGULAR)

WEDNESDAY

7:00 p.m. at TOWNSHIP HALL

*January 10, 2024	July 10, 2024
*February 14, 2024	August 14, 2024
*March 13, 2024	September 11, 2024
April 10, 2024	October 09, 2024
May 08, 2024	*November 13, 2024
June 12, 2024	*December 11, 2024

*November, December, January, February, March
Meetings at 5:00 PM

PLANNING COMMISSION MEETING

Last Monday of each month at 10:00am

HARBOR COMMISSION MEETINGS

Second Saturday of each month at 10:30am

**Bois Blanc Township Hall - Any changes will
be posted.**

PARKS & RECREATION COMMITTEE

Second Thursday of each month at 4:00pm

Bois Blanc Township Hall

CLINIC COMMITTEE

As Posted

At the Bois Blanc Township Hall

**ANY SPECIAL MEETINGS OR CHANGES WILL BE POSTED LOCALLY AS WELL
AS ON OUR WEBSITE (AS WELL AS ANY ELECTRONIC ACCESS OPTIONS)**

Presidential Primary: Feb 27, 2024

Michigan State Primary Aug 6, 2024

Michigan General Election: Nov 5, 2023