

## **MINUTES FOR MARCH 2025**

The Skandia Township Board meeting was held on Wednesday, March 19, 2025, Anna Erickson, Supervisor called the meeting to order at 7:00 P.M with the Pledge of Allegiance.

**Roll Call:** Anna Erickson-Supervisor, Marilyn Keto- Clerk, Judy McGuire Treasurer, Larry Linna- Trustee, Brandon Bray- Trustee.

**Guests:** Beth Linna, Mark and Melissa Krans

### **Closed Regular Meeting**

### **Open of Public Hearing – For Proposed Budget for FY 2025-2026 – 7:02 PM**

#### **Presentation of Proposed Budget for 2025-2026:**

The proposed budget for FY 2025-2026 was reviewed and M. Keto went over changes that were made.

**Public Comment:** None Given.

### **Close of Public Hearing at 7:06**

### **Re-Open Regular Board Meeting**

#### **Approval of Agenda:**

Motion by A. Erickson seconded by J. McGuire to approve the agenda with additions **CARRIED.**

#### **Approval of Minutes:**

Motion by J. McGuire, seconded by B. Bray to approve the meeting minutes for February 19<sup>th</sup> & February 26, 2025 as presented Motion **CARRIED.**

#### **Treasurer's Report:**

Motion by L. Linna, seconded by B. Bray to approve the treasurer's report as presented Motion **CARRIED.**

**General Fund** Checking \$ 71,771.63    **Recreation Fund** - \$ 10,872.51    **Road Fund Savings** - \$240,107.67

#### **CD- Totals:**

Road Millage Account – Money put into Savings which will be transferred to Flagstar Bank.

General Fund - \$105,048.46

#### **Money Market:**

Fire Department - \$ 113,488.37

First Responders - \$ 96,515.19

General Fund Money Market- \$1776.38

#### **Public Comment:**

None.

#### **Assessor's Report:**

Mark Maki reports that the Board of Review held 3 meetings in March as required by law. The Board received one appeal during the Board of Review that was held on March 10<sup>th</sup> and 11<sup>th</sup>. The appeal was for a lot with 4 dwelling units on Yalmer Road which had some improvements. All 2025 data base approved and all assessing reports and Board of Review final reports have been sent into the Marquette County Equalization. Audit will be conducted this summer by firm hired by the STC. Summer field check list of properties will be followed up on new construction and sales properties.

Motion was made by A. Erickson, seconded by B. Bray that we accept the contract for Mark Maki with the corrections that need to be made Motion **CARRIED.**

**Planning Commission:**

Mark Maki reports that Planning Commission will be reviewing a draft copy of our Master Plan at the May 2025 meeting. Notices of the violation of the zoning ordinance will be sent out by May 1, 2025 by certified mail requiring a June 15, 2025 deadline to be corrected.

**Meeting Reports:**

A. Erickson and M. Keto reported on the Joint Operations Meeting. Budget changes on salary for EMS/Building & Grounds-maintenance person, Fire Department and First Responders were discussed. B. Bray stated that the Pancake Breakfast went well money raised went to the Superior Central School for new playground.

**Blight Ordinance:**

A. Erickson stated that the attorney has not sent out the letter to Mr. Gallant as of yet. Final letter will be brought to the April meeting and sent out first of May.

**JOB Agreement:**

The agreement is still in the process for attorneys review and approval. J. McGuire suggested that agreement should be reviewed when we get new township officials.

**Property/Loan:**

Motion was made by A. Erickson, seconded by B. Bray to take \$10,000 from surplus funds to pay back \$5000 to the Fire Department Millage Money and \$5000 to the First Responder Millage Money from our Surplus Funds Motion **CARRIED**.

A quote was received from Dale Carrier for \$1100 to do a survey on the Wessman/Twp. Property to determine if there is asbestos materials in the house and if so they it would have to be abated before we can do any demo on the house. It was suggested that we get another quote from Lakeshore Environmental before a decision is made.

**NEW BUSINESS**

**Budget Report:**

Budget report was reviewed. Motion was made by M. Keto, seconded by b. Bray to amend the Treasurers Category by \$450 by taking it from the Contingency Fund Motion **CARRIED**.

Motion by A. Erickson, seconded by M. Keto, to amend the Joint Operations Budget by transferring \$3200 from Fire Department to the EMS Building & Grounds Line Item – Repair & Maintenance for the Roof Repair.

Amend the Fire Department /Transfer \$600 from Training to Travel/Lodging for Fire Department Tournament Motion **CARRIED**.

**Appropriation Act for FY 2025/2026 Budget:**

**SKANDIA TOWNSHIP  
GENERAL APPROPRIATIONS ACT  
(BUDGET)**

A resolution to establish a General Appropriations act for Skandia Township to define the powers and duties of the Skandia Township officers, in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Skandia Township resolves:

**Section 1: TITLE**

This resolution shall be known as the Skandia Township General Appropriations Act.



## **Section 2: CHIEF ADMINISTRATIVE OFFICER**

Pursuant to MCL 141.434 sec. 14 the Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

## **Section 3: FISCAL OFFICER**

The Clerk shall be the fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

## **Section 4: PUBLIC HEARING ON THE BUDGET**

Pursuant to MCL 141.412, notice of a public hearing on the proposed budget was posted in general circulation on **March 19, 2025** and the public hearing on the proposed budget was held on **March 19, 2025**.

## **Section 5: ESTIMATED REVENUES**

Estimated township general fund revenues for fiscal year 2025-2026, including an allocated millage of \$52,185.00 voter-authorized millage \$144,186.26 miscellaneous revenues totaling **\$ 237,093.50**.

## **Section 6: MILLAGE LEVY**

The Skandia Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll a total amount equal to **5.5599** mills as set forth by the Tax Allocation Board; this includes an estimated allocated millage of **1.1284** mills; and additional voter-authorized millages of **4.4295**

## **Section 7: ESTIMATED EXPENDITURES**

Estimated Township general and extra voted funds expenditures for fiscal year 2025- 2026 for the various township activities are as follows:

Township Board	\$ 40,300.00
Joint Operations	\$ 71,187.50
Supervisor	\$ 12,600.00
Elections	\$ 4,115.00
Assessing	\$ 17,300.00
Clerk	\$ 16,800.00
Board of Review	\$ 1,650.00
Treasurer	\$ 21,000.00
Township Hall	\$ 46,910.00
Planning Commission	\$ 700.00
Zoning	\$ 3,980.00
Recreation	\$ 19,636.00
Street Lights	\$ 3,100.00
Contingency Fund	\$ 10,000.00
Roads	\$ 20,000.00

**Total General Fund                    \$289,278.50**

## **Section 8: ADOPTION OF BUDGET BY REFERENCE**

The general and extra voted fund budgets of Skandia Township is hereby adopted by reference, with estimated revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

## **Section 9: ADOPTION OF BUDGET BY COST CENTERS**

The Skandia Township Board adopts the 2025-2026 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost centers appropriation.

## **Section 10: APPROPRIATION NOT A MANDATE TO SPEND**

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township order for expenditures that exceed appropriations.

## **Section 11: TRANSFER AUTHORITY**

Under no circumstances may the total general fund budget be changed without prior board approval.

## **Section 12: PERIODIC FISCAL REPORTS**

The fiscal officer shall transmit to the board at the end of each month a report of financial operations, including, but not limited to:

- a. A statement of the actual financial condition of the general fund at the end of the previous month, to include expected revenues by major source as estimated in the budget; actual expenditures to date for the current fiscal year compared with actual receipts.
- b. A statement showing the expenditures and encumbrances for the previous month.

## **Section 13: LIMIT ON OBLIGATIONS AND PAYMENTS**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

## **Section 14: BUDGET MONITORING**

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriation, increasing revenues, or both.

## **Section 15: VIOLATIONS OF THIS ACT**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978 and the Skandia Township personnel manual.



## **Section 16: BOARD ADOPTION**

Motion made by M.Keto, seconded by L. Linna, to adopt the foregoing resolution:

Upon roll call vote:

Aye: (5) A. Erickson, M. Keto, J. McGuire, L. Linna, B. Bray

Nay: (0)

The Supervisor declared the motion carried and the resolution duly adopted on the 19<sup>th</sup> day of March 2025.

### **2025 Dust Control Agreement/Marquette County Road Commission:**

Motion was made by A. Erickson, seconded by M. Keto to approve the 2025 Dust Control Agreement with the Marquette County Road Commission for a total of \$3299.79 for the following roads Valli Rd., Ingalls Rd, Lawson Rd., Selma Rd, and E. Johnson Road Motion **CARRIED**.

### **Post Office Rental Agreement:**

It was suggested that we review the Post Office Rental Agreement before it comes due which will be in 2027.

### **JOB/Employees/Back pay:**

Motion was made by A. Erickson, seconded by J. McGuire back pay the EMS Building & Grounds Maintenance Employee and Fire Department/First Responders for the Pay Rate that was approved in the 2024-2025 Budget Motion **CARRIED**.

### **Custodian:**

A. Erickson will contact custodian to see if he is having a problem with his job duties and attending events when not needed.

### **Road Contract:**

Motion made by B. Bray, seconded by A. Erickson to accept the road contract from Payne & Dolan for Townline Road, McMaster Road Motion **CARRIED**. A. Erickson will contact Marquette County Road Commission to let them know that Skandia Township will be paying for half of the road.

### **Correspondence:**

Payne & Dolan contacted A. Erickson to see if the township was interested in some the excess dirt that they will be taking off US-41 highway when they start construction. She told them we would take whatever we can get.

### **Payment of Bills:**

Motion by B. Bray seconded by M. Keto to pay March bills totaling \$18,733.06 Motion **CARRIED**.

### **Payment of Joint Bills:**

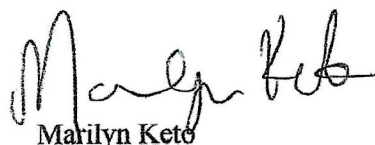
Motion by B. Bray seconded by M. Keto to pay the Joint Operations bills for March totaling \$16,014.27 Motion **CARRIED**.

### **Public Comment:**

Mark Krans commented that it was nice to see what is going on in our township and highly appreciates what we do.

### **Adjournment**

Meeting was adjourned at 8:46 P.M.



Marilyn Keto  
Skandia Township Clerk