

# Caledonia Township Board Of Trustees – Regular Meeting Minutes

Wednesday Feb 8<sup>th</sup>, 2023 @ 7:00 pm

Caledonia Township Hall 6461 Gillard Rd. Spruce, MI 48762

- I. Call to order: C. Apsey presiding and called to order at 7:05 pm
- II. Pledge of Allegiance – Completed
- III. Roll Call – Anthony Sobeck; Present                      Tom Tice; Present                      Cyndi Apsey; Present  
                         Sarah Roe; Present                      Cindy Smith; Present
- IV. Approval of Agenda with additions, deletions, and/or corrections: A Sobeck made **motion** to approve agenda with additions. T Tice seconded. All in favor. **Motion Passed**
- V. Public Comment: Cyndi Apsey stated this is not a question-and-answer period but for the public to make comments or suggestions. We do take them seriously and consider them when making decisions. (If the board chooses to respond it will be at the end of the agenda under “Addition Board Comments”). Linda Souva requested the acreage be put back on the tax bills for future billing. Don Sparks stated the ladies promoting Hubbard Lake on Facebook is wonderful and people should check out the Facebook page. Mike Mockeridge stated he was upset over the budget meeting as he thought public input should have been given. He stated we are adding job duties to positions, and we should just create a new position and hire someone with half a brain. He stated he was upset a second public comment was removed from the agenda and we should go back to having one on agenda items only and one at the end. Doesn’t think we can limit it to three minutes. Tim Gauthier stated the year on the draft minutes is 2022 not 2023. He stated he has not given the board permission to use his name. State the FOIA appeal from last month over the \$6.25 charge was a dog and pony show. Pam McKinnon stated the County Commissioner limits their public comment to 3 minutes – along was many others, so this board can too. She stated that a few people there are wasting the boards time on piddly stuff and wonder why they are trying to cause this board problems. Stated they should come to the meeting to help and do good.
- VI. Supervisor Report: Waiting to hear on Grants – they said sometime in February. The survey for Parks and Rec plan is available online at the townships website.
- VII. Clerk: None
- VIII. Minutes January 11<sup>th</sup>, 2023 Regular Meeting: S Roe made **motion** to approved minutes as presented. Seconded by T Tice. All in favor – **Motion Passed**
- IX. Bills to be Paid: A Sobeck made a **motion** to pay the bills as presented. S Roe seconded. All in favor: **Motion Passed**
- X. Treasurer Report: Placed on file.
- XI. Planning Commission Update: Verbal update from Anthony Sobeck that the PC met this month and they are working on a rezoning request. Denise Kline will be at the next meeting to start finalizing the draft or new ordinance book.
- XII. VA Rep: Jim Farrar stated he contacted Bergmans office regarding grave marker. Gave some updated on the cemetery and what it means to people. States another veteran was found due to family sharing information.
- XIII. FOIA Appeal: Appeal from Tim Gauthier’s FOIA request #121322 is considered received tonight on 02/08/23. Mr. Gauthier was advised that he will receive written correspondence confirming the Board’s decision via U.S. mail within

10 days of this meeting. Mr. Gauthier is appealing the fee charged for fulfillment of his 12/13/2022 FOIA request in the amount of \$6.25, claiming the documents were available free of charge online on township website. He was afforded 3 minutes to speak to the board in support of his appeal, prior to the Board's deliberations and making a decision. Gauthier claimed that, according to the Township's FOIA policies, the FOIA Coordinator has to let him know if they are available on-line for free and that he recently discovered they are, and he was charged \$6.25 for items that were available at what he claims should have been no cost. He stated he asked the FOIA Coordinator and Treasurer about them being available on treasurer report online at the very bottom of her reports. Clerk and FOIA Coordinator Smith explained that Tim Gauthier originally asked for copies of all bills to be paid that are presented at the board meeting from 2019, 2020, 2021, and 2022. We must fill the request as requested and a good faith estimate of 500.00 was given. Tim Gauthier asked why it would be so high for copy and paste of excel spreadsheets. Smith had let him know she does not present a spreadsheet for bills to be paid at the meeting. That is an idea of what will be presented that night but there can always be additions or deletions at the meeting and leading up to the meeting, that is not what we approve. Mr. Gauthier responded at that point that he would like to change his FOIA request to the excel spreadsheets that are sent with the agenda prior to the meeting for 2019, 2020, 2021, and 2022, and included an example of exactly what he wanted (excel spreadsheet from 11/2022). A good faith estimate was given of 10.00 since he wanted it emailed to him. It was denied in part since the previous Clerk did not do them in 2019 and 2020, but Clerk Smith did have then from 2021 and 2022 since she started doing them as the Clerk. He accepted and Smith emailed him 26 attachments, he paid the \$6.25 actual final bill. Now he is appealing because he claims they are available online under the treasurer report. After many conversations with the Treasurer and IT, no one believed they were online. About a week ago, the treasurer did find in 2019 and 2020 and some in 2021 where she did attach the QuickBooks report of what bills were approved and paid at the meeting; but Mr. Gauthier wanted the Clerk's spreadsheet, not the QB report. However, the Clerk's excel spreadsheet was attached in 04/2021 and 11/2021 and were available for free online. So, 22 of the 24 requested records were not available online. Since he still wanted the 22 of 24 and his request needed to be filled and the request was fulfilled timely, it is the FOIA Coordinator's position that since he was charged the lowest amount possible for any FOIA in the amount of \$6.25 for one (1) 1-15 minutes increment of time, that the charge still stands and is proper under both the Township's Guidelines and Procedures, and the FOIA (specifically, Section 4 thereof). Cindy Smith made a motion to deny Tim Gauthier's request on appeal, Seconded by Tom Tice. Roll call: A Sobeck = Yes C Smith= yes T Tice= Yes S roe=Yes C Apsey=Yes Motion Passed

- XIV. Appointment to the Planning Commission: C Smith made a **motion** to hire Dan LeClair and Kenny LaLonde to the Planning Commission effective 03/01/23. Seconded by T Tice. All in Favor – **Motion Passed**
- XV. Budget Transfers: C Smith made a **Motion** to approve the budget transfers as presented. (Read to public and we have almost double in Contingency now than at this time last year). Seconded by S Roe. All in Favor – **Motion Passed**
- XVI. Estimate for future improvements: Caledonia Twp has received approx \$116,000 in COVID funds (ARPA funds). We have to spend or have contracts by the end of this year. Ideas we are considering are Hall drop ceiling replaced, new hall indoor lights, hall podium, stage carpet replaced, parking lot sealed and striped, survey of two township properties, remodel entire kitchen, fix parking lot at Tollson park and add a section of dock, Create a parking area at Hickey hill and add picnic tables there, created parking area and driveways to sledding hill, fix roads at cemetery, paint cemetery building, create a veteran memorial at cemetery, baseball diamond work, hall generator. We welcome any other ideas out there. Bids were received on some of the ideas. S Roe made a **motion** to hire John Oliver to complete 2 surveys at Twp Hall for 850.00 & Sledding Hill for 1100.00 using ARPA funds. C Smith seconded. ROLL CALL: C Apsey=Yes, C Smith=Yes, S Roe=Yes, T Tice=Yes A. Sobeck=Yes **Motion Passed.** C Smith made a **motion** to hire Coles Appliance to replace stage carpet not to exceed 900.00 using ARPA funds. A Sobeck seconded. ROLL CALL: CC Smith=Yes, S roe=Yes, C Apsey=Yes, A Sobeck=Yes **Motion Passed.** S Roe made a **motion** to hire Raymond Richardson to build a new podium for the hall at \$600.00 using ARPA funds. T Tice seconded ROLL CALL: C Apsey=Yes C Smith=Yes, S Roe=Yes, T Tice=Yes, A Sobeck=Yes All in Favor – **Motion Passed.** C Smith made a **motion** to hire Omega electric to replace the hall lights not to exceed \$3,400.00, Ossineke Builder to provide material for hall ceiling not to exceed \$4,000.00, and to hire DHB Builders to complete the work not to exceed \$5,500 with a check to be cut tonight for \$3,000 down - all using ARPA funds. T Tice seconded. ROLL CALL: T Tice=Yes, S Roe=Yes, A Sobeck=Yes, C Smith=yes C Apsey=Yes All in favor – **Motion Passed.**

- XVII. EGLE Pre- Application Meeting North end Boat Launch: Discussion about dredging at docks at North end Park needs to be done. S Roe made a **motion** to approve the pre application fee of \$100.00 to EGLE for a permit. T Tice seconded. All in favor – **Motion Passed**
- XVIII. Veterans Service: Discussion about allowing the county to house their employee in our building as needed to serve the Veterans in our local communities. We will contact MTA as we support this idea, if we can allow it.
- XIX. FOIA Coordinator position: A Sobeck made a **motion** to hire Cindy Smith as a FOIA coordinator at a rate of \$25.00 or \$6.25 per 15 minutes. S Roe seconded. ROLL CALL: C Smith=No, S Roe=Yes, T Tice=Yes, A. Sobeck=Yes, C Apsey=Yes – **Motion Passed**
- XX. Ordinance enforcer Position: C Smith made a **motion** to hire Nick Duby as Ordinance Enforcer Position. A Sobeck seconded. ROLL CALL: C Apsey=Yes, C Smith=Yes, A Sobeck=Yes, S Roe=Yes, T Tice=Yes – **Motion Passed**
- XXI. Site Plan: C Smith made a **motion** to approve Site Plan Form as presented by Nick Duby. Seconded by A. Sobeck – **Motion Passed**
- XXII. Budget & Truth and Taxation Hearing Dates: C Smith made a **Motion** to have meeting 03/08/23 for Budget Hearing & Truth and Taxation @ 6:30pm. T Tice seconded. All in favor – **Motion Passed**
- XXIII. Recovery Funds: April 1<sup>st</sup> reporting filing date and makes sense to have Auditor to complete it again. S Roe made a **motion** to hire Straley to prepare and file report for ARPA funds reporting. T Tice seconded. All in favor – **Motion Passed**
- XXIV. Additional Board Comments: C Smith clarified that tonight’s budget meeting from 6:30-7:00pm was a workshop to create a budget to give to the public. Now that the board has agreed on a budget, we will have a public hearing next month 03/08/23 from 6:30-7:00 for public input before it is adopted at the regular meeting the same night. C Smith also clarified the FOIA coordinator job duty is not a full-time position and the coordinator will only make what is charged from the citizen requesting it, it will be like a liability account of money in and money out, not coming from general funds from the taxpayers.
- XXV. S Roe made **Motion** to adjourn at 8:36 pm. Seconded by A Sobeck. All in favor – **Motion passed**

Recorded by: Cindy K. Smith

Approved by the Board of Trustees on: 03/08/2023