

Regular Meeting of the Burt Township Board
Tuesday, August 12, 2025 -- Community Center - 6:00 PM

DRAFT

Attendance: Jon Babbitt, Sara Secrest, Lori McShane, Tim Jenkins, and Paul Williams.

Public Comments: none

Agenda: Motion by McShane, second by Secrest to approve agenda with the following changes: Add correspondence from the Zubella's and Sheriff Brock, move the insurance representative Adam Gandolfi to right after treasurer's report, and also move Solar panels representative right after. 5 ayes Trustee Jenkins asked if we were going to address the Mobi mat project or the transient Merchant ordinance, but they were not added to the agenda.

Correspondence: Letter from the Zubella's regarding the treatment of the food truck on Grand Marais Avenue. Email from Sheriff Brock addressing the law prohibiting ORV/ATV's from operating on the state highway M-77, especially in the downtown area. Law enforcement will concentrate on education, but will issue citations for repeat offenders.

Approve Minutes: Motion by McShane, second by Williams, to approve the minutes from the July 8th regular meeting and the July 10th special meeting, with the following changes. July 8th – under transient merchant ordinance change the wording from Bob Lindbeck to county directed, and to change the board consensus under parking on bay hill to say it is difficult and needs resolved. 5 ayes.

Department and Committee Reports: Reports were available from the Assessor, DPW & Water, Fire, Library, and Woodland Park. Trustee Jenkins made note that the reports were distributed late, that they are to be made available to board members on Friday before the meeting.

Appointments/Resignations: none

Supervisor Report: Working on the septic system at the park, as well as the electrical project at the community center pole barn. Dale Ross was contracted to replace and upgrade the post at the marina seawall and that project is underway. Fish cleaning station was up and running but is now experiencing electrical issues. The Mobi mat project will most likely have to be put off until next year. Meeting with Sheriff Brock later this week. The Lowder Rd. project with the ACRC is on schedule and DNR reports the bridge project on H58 east is on schedule as well.

Treasurer's report and Approval of Bills: Treasurer's report – (\$1,308,148.28). Motion by McShane second by Williams to accept treasurer's report and approve the bills for payment (\$78,308.64). 4 ayes, 1 nays (Jenkins). Trustee Jenkins again noted that these reports were approved, but were received late without sufficient time for thorough review.

Adam Gandolfi – Michigan Par Plan – Municipal Underwriters Insurance Renewal: Representative from our insurance company presented our renewal package, reviewing all coverage and benefits. Annual premium is \$49,746.00.

Alger County Solarize: Representative from Alger County Solarize encouraged the township and all community members to attend an informational session on September 18th at the Munising Township Hall. This will be a chance to learn more about the local program and brings community members together for group discounts and can save you money. See the township facebook page or website for more information.

Unfinished Business:

Planning Commission: Next meeting of the planning commission is August 19th. They will be discussing the latest revisions to the zoning ordinance as well as the recreation plan.

Old Coast Guard Boat Dock Property: We have made an effort to connect with the proper department since our previous contact retired to get direction on a possible extension of the original contract. This is still pending, and we hope to get information from the recreation plan survey to help guide us.

Woodland Park Septic: Ongoing work with the LMAS sanitarian and our engineer from UPEA to design the replacement drain field. Hope to have a package to go out for bids before the end of month and commence construction at the end of the camping season. Discussion of replacing second drain field next season, and possibly creating another the following year.

ACRC – Wilson/Woodruff Contract: Motion by McShane, second by Williams, to authorize Supervisor Babbitt to sign the contract with Alger County Road Commission for the paving of Wilson and Woodruff Street the summer of 2026, for a township cost of \$193,026 plus 10% contingency for possible unforeseen overruns. 5 ayes. This work is to be done in conjunction with the USDA water project.

New Business:

Revised Policy Sheet: Policy sheet needed to be revised due to an error on the DPW/Water OP pay rate. Increased the maximum pay rate for DPW/Water OP to \$29.00. Motion by McShane, second by Secrest, to approve the revised policy sheet, reflecting the increased maximum wage for DPW/Water to \$29.00. 5 ayes.

Employee policies – Revised for ESTA: The township employee policies have been updated to reflect the new Michigan Sick Time Act, as well as a revised boot allowance policy. Presented to the board for approval. It was decided that we would review the entire employee policy handbook and include job descriptions for all employees as well as an organizational chart, to ensure the board understands all the job responsibilities of the employees as well as the benefits and policies. Special meeting to be held prior to the next regular meeting to review in detail.

MTA Fire training: Trustee Jenkins distributed an MTA flyer encouraging board members and fire department personnel to take advantage of the training available. New board members as well as incumbents all could use additional training.

Marina posts – Dale Ross quote/41 lumber: Motion by McShane, second by Williams, to approve the Dale Ross and Sons proposal to replace all 37 marina posts – for a cost up to \$4,000. 5 ayes. Motion by McShane, second by Williams, to approve the quote from 41 lumber for the wood necessary to complete the marina posts projects – at a cost of \$1,412.65. 5 ayes.

Guide Star quote: Distributed proposals from Guide Star for various computer upgrades at the township office. One for the email upgrade to .gov, one for the Datto backup subscription, one for the ubiquity wireless network, and the last one for the Windows 11 upgrade as well as new monitors for the office computers. Motion by Babbitt, second by McShane, to approve the renewal of the Datto backup subscription at a cost of \$1,560 yearly. 5 ayes. The other proposals will be reviewed and on the next meeting agenda.

L4029-Alger County: Copy of the L4029 was distributed to the board for approval. This is the document that we send to Alger County specifying the millage to be levied for the winter tax. Board will review and it will be on the next meeting agenda for approval.

Other:

Public Comment: Township employee expressed concern over the boards handling of their complaint of harassment, expected it to be discussed and addressed at the time of employee policy discussion. Bob Stocking asked about the alleyway mapping contract with Coleman engineering and if it had been completed. (expected before end of August).

Board Comment: Trustee Jenkins thanked everyone involved in the Music Festival that took place over the weekend, and thanked the chamber.

Adjournment: 7:50 PM

Respectfully submitted August 19, 2025

Lori McShane, Clerk