MINUTES OF THE REGULAR MEETING

MARCH 19, 2025

GARFIELD TOWNSHIP HALL, ENGADINE, MI 49827

THE MEETING WAS CALLED TO ORDER BY SUPERVISOR BUTKOVICH AT 6:30 P.M. WITH THE PLEDGE.

ROLL CALL: PRESENT – D. BUTKOVICH, FILLMAN, S. BUTKOVICH, AND M. BUTKOVICH.

ABSENT: ALBRIGHT

MINUTES: **MOTION BY** S. BUTKOVICH, SECONDED BY D. BUTKOVICH TO APPROVE THE MINUTES OF THE FEBRUARY 19TH REGULAR MEETING AND MARCH 17TH BUDGET HEARING AS PRINTED. MOTION CARRIED.

TREASURER’S REPORT: **MOTION BY** FILLMAN, SECONDED BY D. BUTKOVICH TO APPROVE THE TREASURER’S REPORT AS OF FEBRUARY 28TH AS PRINTED. MOTION CARRIED.

ADDITIONAL BILLS FOR APPROVAL: **MOTION BY** S. BUTKOVICH, SECONDED BY D. BUTKOVICH TO APPROVE THE ADDITIONAL BILLS FOR PAYMENT. MOTION CARRIED.

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| GENERAL FUND |  |
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| D & D HOME CENTER | $378.11 |
| THE ADVISOR | $536.90 |
| ACCIDENT FUND | $2,269.87 |
| DEWYSE CONSTRUCTION | $6,450.00 |
| MUNICIPAL UNDERWRITERS | $31,172.00 |
| KCI | $801.48 |
| DAN SMITH & COMPANY | $450.00 |
| ACCUNET | $849.00 |
| BEAUDOIN'S SERVICE | $800.00 |
| LMAS DISTRICT HEALTH DEPT | $322.00 |
| FOSTER SWIFT | $337.50 |
| FOSTER SWIFT | $1,170.00 |
|  |  |
|  | $45,536.86 |
|  |  |
| FIRE FUND |  |
|  |  |
| ACCIDENT FUND | $296.07 |
| MACKINAC COUNTY 911 | $264.00 |
|  |  |
|  | $560.07 |
|  |  |
| AMBULANCE FUND |  |
|  |  |
| AIRGAS | $477.72 |
| ACCIDENT FUND | $2,368.56 |
| BOUND TREE | $2,355.91 |
|  |  |
|  | $5,202.19 |

**NEW BUSINESS:**

2025-2026 BOARD MEETING SCHEDULE & ADVERTISE: **MOTION BY** D. BUTKOVICH, SECONDED BY S. BUTKOVICH TO APPROVE THE 2025-2026 FISCAL YEAR BOARD MEETING SCHEDULE AND ADVERTISE. MOTION CARRIED.

NON-PROFIT ORGANIZATION LIST: **MOTION BY** D. BUTKOVICH, SECONDED BY FILLMAN TO APPROVE THE NON-PROFIT ORGANIZATION RENTAL LIST FOR THE 2025-2026 FISCAL YEAR. MOTION CARRIED.

CLEAN UP DAY: **MOTION BY** FILLMAN, SECONDED BY M. BUTKOVICH TO SCHEDULE CLEAN-UP DAY ON JUNE 21ST FROM 9 A.M. TO 1 P.M. AT THE NAUBINWAY BALL FIELD. MOTION CARRIED.

REVISE RENTAL FEE DOCUMENT: THE BOARD DISCUSSED THE RENTAL FEES AND WILL DO FURTHER REVIEW AT THE APRIL BOARD MEETING.

AFLAC: **MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO HAVE AFLAC OFFER INSURANCE COVERAGE TO THE TOWNSHIP EMPLOYEES AND DEDUCT THE PREMIUM PAYMENT THROUGH THE TOWNSHIP PAYROLL. MOTION CARRIED.

PENSION PLAN PARTIAL SURRENDER RESOLUTION: **MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO APPROVE THE PENSION PLAN PARTIAL SURRENDER RESOLUTION 2025-04 FOR AN UNBUDGETABLE EMERGENCY OF AN EMPLOYEE. ROLL CALL: YES: FILLMAN, S. BUTKOVICH, AND M. BUTKOVICH. NO: NONE. ABSTAINED: D. BUTKOVICH. ABSENT: ALBRIGHT. MOTION CARRIED. (ON FILE WITH CLERK)

TOWNSHIP OFFICER SALARY RESOLUTIONS:

**MOTION BY** FILLMAN, SECONDED BY D. BUTKOVICH TO ACCEPT RESOLUTION 2025-05 TO ESTABLISH THE SALARY OF THE OFFICE OF TOWNSHIP TRUSTEE FOR $6,840.00. ROLL CALL: YES: FILLMAN, D. BUTKOVICH AND S. BUTKOVICH. NO: NONE. ABSTAINED: M. BUTKOVICH. ABSENT: ALBRIGHT. MOTION CARRIED.

**MOTION BY** S. BUTKOVICH, SECONDED BY FILLMAN TO ACCEPT RESOLUTION 2025-06 TO ESTABLISH THE SALARY OF THE OFFICE OF TOWNSHIP SUPERVISOR FOR $17,067.00. ROLL CALL: YES: S. BUTKOVICH, FILLMAN AND M. BUTKOVICH. NO: NONE. ABSTAINED: D. BUTKOVICH. ABSENT: ALBRIGHT. MOTION CARRIED.

**MOTION BY** S. BUTKOVICH, SECONDED BY M. BUTKOVICH TO ACCEPT RESOLUTION 2025-07 TO ESTABLISH THE SALARY OF THE OFFICE OF TOWNSHIP CLERK FOR STATUTORY DUTIES FOR $21,282.00. AND SECRETARIAL NON-STATUTORY DUTIES FOR $6,720.00. FOR A TOTAL $28,002.00. ROLL CALL: YES: S. BUTKOVICH, M. BUTKOVICH, AND D. BUTKOVICH. NO: NONE. ABSTAINED: FILLMAN. ABSENT: ALBRIGHT. MOTION CARRIED.

**MOTION BY** FILLMAN, SECONDED BY D. BUTKOVICH TO ACCEPT RESOLUTION 2025-08 TO ESTABLISH THE SALARY OF THE OFFICE OF TOWNSHIP TREASURER FOR STATUTORY DUTIES FOR $23,688.00 AND SECRETARIAL NON-STATUTORY DUTIES FOR $216.00 FOR A TOTAL $23,904.00. ROLL CALL: YES: FILLMAN, D. BUTKOVICH, AND M. BUTKOVICH. NO: NONE. ABSTAINED: S. BUTKOVICH. ABSENT: ALBRIGHT. MOTION CARRIED.

**UNFINISHED BUSINESS:**

EGLE COMMUNITY ENERGY MANAGEMENT PROGRAM GRANT: CLOVERLAND ELECTRIC HAS FINISHED INSTALLING THE NEW LIGHTS. THE STATE GRANT FILING STATING THE PROJECT HAS BEEN COMPLETED HAS BEEN DONE AND THE $72,368.00 PAID UP FRONT FOR THE PROJECT SHOULD BE ISSUED TO US SHORTLY. THE REBATE FOR UPGRADING THE LIGHTING HAS BEEN FILED WITH CLOVERLAND ELECTRIC WHICH WILL RETURN APPROXIMATELY $12,000.00 TO THE TOWNSHIP.

TOWNSHIP PERSONNEL POLICY: THE POLICY IS STILL BEING WORKED ON.

EARNED SICK TIME ACT POLICY: **MOTION BY** D. BUTKOVICH, SECONDED BY FILLMAN TO CANCEL EARNED SICK TIME POLICY #02-25D. MOTION CARRIED.

**MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO ADOPT EARNED SICK TIME POLICY #03-25. MOTION CARRIED.

RISK CONTROL ASSESSMENT REVIEW: NO UPDATE

ZONING BOARD OF APPEALS ALTERNATE OPEN SEAT: **MOTION BY** D. BUTKOVICH, SECONDED S. BUTKOVICH TO APPOINT RONALD FRANK JR. TO THE ALTERNATE SEAT ON THE ZONING BOARD OF APPEALS. MOTION CARRIED.

CHIPPEWA, LUCE, MACKINAC CONSERVATION DISTRICT GRANT: SUPERVISOR BUTKOVICH REPORTED THE GRANT HAS REOPENED. HE WILL WORK WITH THEM TO DECIDE ON THE TREES TO PLANT AND OTHER AREAS WITHIN THE TOWNSHIP TO PUT MORE TREES.

**PUBLIC INPUT:** NONE

AMBULANCE REPORT:

**MOTION BY** S. BUTKOVICH, SECONDED BY M. BUTKOVICH TO HIRE EMMETT DUMAS TO THE AMBULANCE CORP. MOTION CARRIED.

**MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO APPLY TO THE GRAYMONT GRANT FOR SOME MONEY TOWARD A PROPOSED NEW CARDIAC MONITOR. MOTION CARRIED.

ASSESSOR REPORT:

THE ASSESSOR REQUESTED DUE TO ANOTHER MEETING CONFLICT, SINCE THE BOARD MEETINGS WILL BE ON THE THIRD MONDAY, TO MOVE HER REPORT TO BEGINNING OF THE MEETING. A REVIEW OF THE ASSESSORS JOB DESCRIPTION DOES NOT REQUIRE ATTENDANCE AT THE BOARD MEETING, ONLY WHEN REQUEST BY THE BOARD AT WHICH TIME WE COULD MOVE THE REPORTING TO EARLIER IN THE MEETING.

FIRE REPORT:

TIRE BIDS: **MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO ACCEPT MIKE BUTKOVICH TRUCKING BID OF $300.00 FOR THE TIRES. MOTION CARRIED.

**MOTION BY** D. BUTKOVICH, SECONDED BY S. BUTKOVICH TO HIRE EMMETT DUMAS TO THE FIRE DEPARTMENT. MOTION CARRIED.

**MOTION BY** FILLMAN, SECONDED BY M. BUTKOVICH TO INSTALL NEW LIGHTING ON THE RESCUE TRAILER AND SPLIT THE COST WITH THE AMBULANCE CORP FOR A TOTAL COST OF $2,840.00. MOTION CARRIED.

COUNTY COMMISSIONERS REPORT: DARYL SCHROEDER REPORTED HE WILL HOLD OFFICE HOURS EVERY QUARTER PRIOR TO THE TOWNSHIP BOARD MEETING. HIS FIRST OFFICE HOURS WILL BE APRIL 21ST FROM 5:30 P.M. TO 6:30 P.M.

THE SECOND PUBLIC MEETING TO DISCUSS EXPANDING THE COUNTY ROAD COMMISSION BOARD WILL BE HELD APRIL 17TH IN CEDARVILLE.

ROADS:

PROJECT PARTICIPATION POLICY: THE MACKINAC COUNTY ROAD COMMISSION BOARD APPROVED A NEW PROJECT PARTICIPATION POLICY FOR TOWNSHIP ROAD PROJECTS. THE ROAD COMMISSION WILL PARTICIPATE IN 35% OF COSTS FOR TOWNSHIP AGREEMENTS AND CAPPED AT $500,000 FOR THE WEST DISTRICT GARAGE.

CHLORIDE BIDS: **MOTION BY** D. BUTKOVICH, SECONDED BY FILLMAN TO HIRE WILKINSON CORPORATION TO DO THE CHLORIDE ROAD APPLICATION FOR $0.405 PER GALLON. MOTION CARRIED.

TRUSTEE M. BUTKOVICH WILL MEET WITH THE ROAD COMMITTEE THE FIRST PART OF APRIL TO SET UP A PROJECTS LIST.

TRUSTEE BUTKOVICH WILL MEET WITH THE ROAD COMMITTEE THE FIRST PART OF APRIL TO SET UP A PROJECTS LIST.

MARINA: THE BOARD DISCUSSED INCREASING LAUNCH FEES. TABLED UNTIL THE APRIL MEETING.

BUILDING AND GROUNDS:

MILL POND MAINTENANCE: **MOTION BY** D. BUTKOVICH, SECONDED BY S. BUTKOVICH TO HIRE NORTHERN NURSERY TO DO THE ANNUAL MAINTENANCE PER THE QUOTE OF $1,350.00 AND APPROVED THE ADDITIONAL WEEDING FOR HORSE TAIL. MOTION CARRIED.

**COMMUNICATIONS:** NONE

**MOTION BY** FILLMAN, SECONDED BY D. BUTKOVICH TO ADJOURN AT 8:03 P.M. MOTION CARRIED.

RESPECTFULLY SUBMITTED:

PAULA FILLMAN

GARFIELD TOWNSHIP CLERK

(THESE DRAFT MINUTES ARE SUBJECT TO CORRECTION AND APPROVAL AT THE NEXT BOARD MEETING.)