

BRUCE TOWNSHIP BOARD OF TRUSTEES

APPROVED MEETING MINUTES

July 10, 2025

Meeting called to order at 7:15 PM.

Pledge of Allegiance

Roll Call:

- Present: V. Gage, C. Marsh, M. Pins, C. Thompson, J. Kronemeyer
- Absent:

Approval of the Agenda

- Motion by Marsh support by Thompson to approve the agenda. Motion Carried

Public Comments - limit 3 minutes

- Superintendent of Sault Schools, Amy Scott-Kronemeyer gave informational overview of the school's bond proposal.

Minutes of Regular Meeting of June 12, 2025 – Not ready

- Kronemeyer reported that the minutes were not in draft yet because recording did not work and we needed boards help filling in the gaps. M. Pins reminded the board about the action from the June meeting where board voted to lay off L. Dawson.

Minutes of Special Meeting of June 19, 2025 – Not ready

- Kronemeyer reported the synopsis of the June 19 Special Meeting was that we approved the remainder of the payroll from June 12, however the minutes were not drafted yet due to time constraints.

Approval of Payments –

- A. Payroll
- B. Bills
- C. ACH
- D. Credit Card

- Motion by Marsh, supported by Gage to approve the payments of Payroll, Bills, ACH and Credit Card. Motion Carried.

Reports of Special Meetings -

- Marsh attended the Ambulance Authority meeting next meeting is July 16 at Kinross Township Hall, final figures for joining the authority will be available then.

Zoning Administrator

- Still looking for Zoning Administrator – quite a few zoning permits issued so far this year.

Assessor's Report

- Board of Review is on July 22nd. One land division is expected for next meeting. Finished review of disabled veterans.

Planning Commission

- Did not meet in June, Jennifer Neal from Regional Planning will be joining the July meeting to get started on the master plan update.

Treasurer's Report –

- CD's \$214,588.44 \$493,901.87
- Ambulance and Fire: \$165,643.06
- General Account: \$398,033.79
- Total: \$1,272,167.16.

Clerk's Report –

Correspondence-

Dusty Walsh letter – Recognizing Craig Dawson for Cemetery grounds keeping
 Charter Video Francise – Upcoming Changes to Video Rates

Election

120 Absentee Voter Applications Sent
 332 Absentee Ballots Sent
 33 Absentee Ballots Returned so far.
 Public Accuracy Test – July 15
 Voter registration – Clerks office will be open on August 2 from 8 to 4.
 W. Pulfrey Credit Card not returned yet

Fire Report –

- Both trucks in the Barbeau 4th of July parade and did a foam pit for kids. Responded to 4-H building fire at the fair grounds. Thompson commented that the trucks looked great in the parade.

Grounds and Park Report –

- The park has been very busy recently.
- Two weddings have already taken place at the park.
- Numerous large picnics have been held in the pavilion.
- Two additional picnics are scheduled, as reported today.
- Pavilion use is on a first-come, first-served basis and is not booked through the township.

Cemetery Report –

- All cemeteries have been cleaned and are in good condition. Burial activity has been low but tends to occur in streaks.

Roads –

12 Mile Bypass

- o Expected to be completed next week.
- o Bridge removal, including all pilings scheduled for early August

14 Mile

- o Work on widening 14 Mile Road will start after 12 mile bypass is completed.

Old Business

A. Amber Pietrangelo LLC Contract for Accounting services and QuickBooks

- Motion by Pins, support by Thompson to accept the contract of Amber Pietrangelo LLC from current month to March 31st 2026

B. Zoning Administrator

- No interest yet. Will be posted to the website.

New Business

A. FOIA Coordinator

- Kronemeyer reported that FOIA coordinator is an additional duty for the Clerk that he is not willing to do at this time. Board will look to resolve the interim.

B. Addendum No. 1 To License No. HSCG83-24-6-0034 – Lookout #4 Tower

- Motion by Kronemeyer, support by Pins to approve Addendum No. 1 To License No. HSCG83-24-6-0034 – Lookout #4 Tower – Roll call vote, all Yeas, motion carried.

C. Election Inspectors Appointment

- Motion by Marsh supported by Gage to appoint Jason Kronemeyer, Donna McKaney, Amber Petrangelo, Connie Thompson, Kathy Hilgendorf, Marge Mitchell, Kathy Moran, Luis Perez as election inspectors for the August 5, 2025 Special Election. Motion carried.

D. Bruce Township Central Savings Credit Card Account Card Holders: Vicki Gage – Treasurer, Limit \$5,000, Tim Andrews – Fire Chief - Limit \$1,000, Jason Kronemeyer – Clerk – Limit \$5,000

- Motion by Thompson supported by Pins to add the named cardholders as presented. Roll call

vote, all yeas, motion carried.

E. Maintenance and Grounds Job Description

- Drafting new job description for maintenance and grounds with lists of duties. Board was provided a report on what C. Dawson currently does and the time requirements for grounds maintenance and other duties that typically fall on the maintenance and grounds staff.

F. Work Session

- Work session meeting scheduled for July 31st at 7:00

G. Appointing Planning Commission Member

- Motion by Pins, support by Marsh to appoint Marge Mitchell to the Planning Commission. Motion carried.

Public Comments – limit 3 minutes

Meeting adjourned at 8:20