

BATES TOWNSHIP BOARD

The regularly scheduled meeting of the Bates Township Board of Trustees was held on Wednesday, February 14, 2024, at 6:00 p.m. at the Township Hall.

Supervisor Oberlin called the meeting to order; Pledge of Allegiance was recited. Roll call was taken with Supervisor Oberlin, Clerk Benson-Stafford, Treasurer Nelson, Trustees Franzene & Adams were present. Also, in attendance were PW Benson; County Comm Stafford; ZA Shankleton; Assessor Erhart; Larry Nelson, PC; Residents.

ATTENDEES

Trustee Adams made a motion to approve the minutes from the previous month's meetings. Supported by Trustee Franzene. All ayes. Motion carried.

MINUTES

Treasurer Nelson made a motion to approve the minutes for the 2024-2028 Bates Rec Plan Public Hearing. Supported by Trustee Adams. Roll call vote: Oberlin, yes; Benson-Stafford, yes; Franzene, yes; Adams, yes; Nelson, yes. Unanimous. Motion carried.

**REC PLAN
PUBLIC
HEARING
MINUTES**

Treasurer's report for the month of January 2024 was submitted. Clerk Benson-Stafford made a motion to accept the report. Supported by Trustee Adams. Roll call vote: Oberlin, yes; Franzene, yes; Nelson, yes; Adams, yes; Benson-Stafford, yes. Unanimous. Motion carried.

**FINANCIAL
REPORT**

General Fund:	\$ 218,233.62
Sewer Fund:	\$ 89,965.15
Water Fund:	\$ 364,629.83
Road Fund:	\$ 85,374.18

COUNTY COMMISSIONERS REPORT – Comm Stafford said the old health department building received two bids. One from a Connecticut company and one from locals. The County accepted the bid from Jim and Joceyln Mylchreest who will be expanding their daycare into the building after renovations.

**COUNTY
COMM
REPORT**

SPECIAL PROJECTS

Road Projects- Nothing new to report.

**ROAD
PROJECTS**

UNFINISHED BUSINESS

Assessor Report – Assessor Erhart was present and gave her report. / 2024 Assessment notices will be mailed February 20th. / BOR will be in March. / County land studies affect township values. / Taxable values will go up 5%. / Veterans taxable and assessed values will be reflected on their tax bills but their "exemption" will not be affected.

**ASSESSOR
REPORT**

Zoning Update – ZBA Shankleton stated he received 2 permit applications and there are 3 additional applications that will be coming. / Little Finland continues to be a violation so the case will go to the courts. / He is issuing a violation notice on a home on US 2. / He is working on a ZA procedures manual that he hopes to present to the Board in the coming month. / A copy of the report is on file with the Clerk.

**ZONING
UPDATE**

WIDL Report – Trustee Adams stated the library usage has been high and they attribute it to the nice weather and people are out and about.

WIDL

Bates Hall Preservation Society Update – The BHPS submitted a copy of their financial review letter from Judith L. Hemeleski, indicating that they have done a thorough and accurate job on their books. / The BHPS did not receive the grant for which they had hoped. There were 1000 applicants for up to \$60 million in funds. Total grant requests submitted were over a billion dollars. / They have other grant applications in the works. / Their goal is to still break ground in 2025.

**BHPS
UPDATE**

NEW BUSINESS

Highline / METRO permit approval – Trustee Adams made a motion to approve the permit application subject to the conditions set forth by the Township Attorney. Supported by Clerk Benson-Stafford. Roll call vote: Franzene, yes; Oberlin, yes; Nelson, yes; Benson-Stafford, yes; Adams, yes. Unanimous. Motion carried.

**HIGHLINE /
METRO**

NEW BUSINESS (cont'd)

2023-2024 Budget Amendments – Treasurer Nelson made a motion to approve the amendments to the 2023-2024 budget. Supported by Trustee Franzene. Roll call vote: Adams, yes; Benson-Stafford, yes; Oberlin, yes; Nelson, yes; Franzene, yes. Unanimous. Motion carried. / A copy on file with the Clerk.

**2023-2024
BUDGET
AMEND**

2024-2025 Budget – The 2024-2025 budget is out for 30-day review.

**2024-2025
BUDGET**

Board Salary Resolutions- Supervisor Oberlin stated he did not want an increase. / Trustee Adams & Franzene stated they did not want an increase. / Clerk Benson-Stafford wanted to present the board with a resolution that was being drafted by the Attorney since Clerks across the state are overwhelmed with additional responsibilities because of Prop 2. / Treasurer Nelson did not want an increase. / There was discussion, and some audience members said the Board should take a cost-of-living increase at 3.5. The Assessor said the state is using 5% on assessments. Jim Andersen said the board should consider 4%. The matter is up for public review and action is tabled until the March meeting.

**BOARD
SALARY
RESOLUTION**

FOIA – Clerk Benson-Stafford informed the Board that she is working with the Attorney on updated FOIA procedures, prices, and forms.

FOIA

Department Wages – Trustee Franzene made a motion to increase the full-time position from \$28.80/hour to \$29.50/hour (\$.70/hr.) and the part time position from \$19.00/hour to \$19.50/hour (\$.50/hr.), effective April 1, 2024. Supported by Trustee Adams. Roll call vote: Oberlin, yes; Nelson, yes; Franzene, yes; Adams, yes; Benson-Stafford, yes. Unanimous. Motion carried.

**DEPT
WAGE**

Zoning Administer Salary- Trustee Adams made a motion to increase the ZA salary from \$700/month to \$800/month, effective April 1, 2024. Supported by Trustee Franzene. Roll call vote: Benson-Stafford, yes; Nelson, yes; Franzene, yes; Oberlin, yes; Adams, yes. Unanimous. Motion carried.

**ZON. ADMIN
SALARY**

Assessor Salary – Treasurer Nelson made a motion to increase the Assessor salary at 5% COL from \$24000/year to \$25200/year, effective April 1, 2024. Supported by Adams. Roll call vote: Oberlin, yes; Franzene, yes; Benson-Stafford, yes; Nelson, yes; Adams, yes. Unanimous. Motion carried.

**ASSESSOR
SALARY**

Election Inspectors Wage – Trustee Adams made a motion to increase the Election Inspector wage from \$15/hour to \$16/hour, effective April 1, 2024. Supported by Clerk Benson-Stafford. Roll call vote: Franzene, yes; Nelson, yes; Oberlin, yes; Benson-Stafford, yes; Adams, yes. Unanimous. Motion carried.

**ELECTION
INSPECTOR
WAGE**

Water Meter Reader – Treasurer Nelson made a motion to increase the water reader meter fee from \$.75/meter to \$1.00/meter, effective April 1, 2024. Supported by Trustee Adams. Roll call vote: Benson-Stafford, yes; Franzene, yes; Nelson, yes; Oberlin, yes; Adams, yes. Unanimous. Motion carried.

**WATER
METER
READER
RATE**

Park Host Wage – Supervisor Oberlin made a motion to increase the park host salary from \$600/month to \$700/month, effective April 1, 2024. Supported by Trustee Franzene. Roll call vote: Nelson, yes; Adams, yes; Benson-Stafford, yes; Oberlin, yes; Franzene, yes. Unanimous. Motion carried.

**PARK HOST
SALARY**

Water Rate Increase - Regarding water ordinance section 5.4 rates, a motion was made by Oberlin to increase the water rate from \$40/month to \$41/month up to 4000 gallons, an increase of \$1.00/month with overage gallons remaining the same; and an increase in the structure hook up fee from \$600 + boring expenses to \$900 + boring expenses; effective April 1, 2024. Supported by Adams. Roll call vote: Nelson, yes; Adams, yes; Benson-Stafford, yes; Oberlin, yes; Franzene, yes. Unanimous. Motion carried.

**WATER RATE
INCREASE**

NEW BUSINESS (cont'd)

Sewer Rate Increase - Regarding sewer ordinance section 4 user charges, Oberlin made a motion to increase the sewer rate from \$29/month to \$31/month, an increase of \$2.00/month and an increase in the structure hook up fee from \$200 + boring expenses to \$400 + boring expenses: effective April 1, 2024. Supported by Adams. Roll call vote: Nelson, yes; Adams, yes; Benson-Stafford, yes; Oberlin, yes; Franzene, yes. Unanimous. Motion carried.

**SEWER
RATE
INCREASE**

Park Pavilion Windbreaker – Trustee Franzene will meet with PW Benson and measure and plan out a solution for this that will not hinder the view of the lake from the pavilion.

**PARK
PAVILION**

Park Restrooms – Clerk Benson-Stafford suggested per a conversation with the Park Host that the showers be separated from the restrooms. Supervisor Oberlin will take measurements and come up with the specs to bid out the job.

**PARK
RESTROOMS**

Caspian Letter of Support – Supervisor Oberlin made a motion to do a letter of support for the City of Caspian who is applying for funding from the USDOT RAISE Grant Program. Supported by Trustee Franzene. All ayes. Motion carried.

**CASPIAN
LETTER OF
SUPPORT**

DEPARTMENT REPORTS

Hall- Nothing new to report. / **Shop**– Nothing new to report. / **Water** – Nothing new to report. / **Sewer** – Nothing new to report. / **Cemetery** – Closed for the season. / **Park** – Closed for the season. / **School** – Clerk Benson-Stafford stated that there was someone interested in renting the school cafeteria/library area which would require Spring A Roo gymnastics to move to the gym. It was mentioned that SAR should be paying more rent if their equipment is there all of the time. Also, their equipment would require floor braces if moved to the gym. Further research is needed. / **Paint River Boat Launch** – Nothing new to report.

GUEST COMMENTS

-

CORRESPONDENCE

- ICECA
- IC Serving Our Country Ad – Supervisor Oberlin made a motion to approve the 3x3 ad at \$75. Supported by Franzene. All ayes. Motion carried.

**REPORTER
AD**

INVOICE APPROVAL

Trustee Franzene made a motion to pay the township invoices. Supported by Trustee Adams. Roll call vote: Benson-Stafford, yes; Oberlin, yes; Nelson, yes; Adams, yes; Franzene, yes. Unanimous. Motion carried.

ADJOURNMENT

Treasurer Nelson made a motion to adjourn. Supported by Trustee Adams. All ayes. Motion carried. The meeting adjourned at 8:40pm. Next regular meeting will be held at the Twp Hall on Wednesday, February 14, 2024.

Barbara Benson-Stafford, Clerk
Date Approved: _____