

**Gourley Township
Menominee County Michigan
DRAFT Minutes of November 11, 2024 Regular Meeting
Veterans Day**

Supervisor Steve Wery called the meeting to order at the Gourley Township Hall at 6:00 p.m. and then, asking all to stand, Steve led in the reciting of the Pledge of Allegiance.

Roll Call: Present: Steve Wery, Supervisor
Stephanie Walechka, Treasurer
Ivy Netzel, Clerk
Dan Cordy, Trustee
Jesse Wery, Trustee

Absent:

Also Attending: Fire Chief Brian Mack

Agenda: Steve presented the agenda and after review, Jesse made a motion to accept the agenda as amended with Stephanie supporting the motion; it carried.

Minutes: The minutes of the October 14, 2024, Regular Board Meeting were presented and after review, Stephanie made a motion to accept the minutes. Ivy supported the motion; it carried.

Treasurer & Clerk Report:

NOTE: The clerk checks the tax fund check book monthly.

- The Financial Report for October 2024 was reviewed and there was \$550,892.58 in the General Fund and \$381,539.90 in the Fire Fund. Ivy made a motion to accept the Financial Report and place it on file. Dan supported the motion; it carried.

Fire Chief Report:

- There were 2 fire calls for the month: 2 false alarms to the Elder's Complex.
- Three members of the Gourley Township Volunteer Fire Department attended the Menominee County Fire Chief's Association Biannual meeting.
- The Regular Meeting of the Gourley Township Volunteer Fire Department will be Wednesday, November 13, 2024 at the fire house at 7:00 p.m.

Supervisor's Report:

- The annual maintenance of the generator was performed by Master Electric.
- On Monday, October 21, Steve and the township assessor completed property checks and building permit checks.

- There will be a Board of Review on December 10th at 4:00 pm central time for clerical errors and veteran assessments.
- The Gourley Township assessor will not be renewing her contract; she has decided to retire. Steve will look for a new assessor for the township.

New Business:

- Election Results: Twenty-one Gourley Township voters took advantage of Early Voting at the Annex in Stephenson. Forty-four absentee ballots (out of a total of 51) were returned and counted on election day. There were 299 ballots cast on November 5th, Election Day which includes both in person and absentee ballots. The total number of Gourley Township ballots cast was 320, which is approximately 75% of the voter roll. All Gourley Township officials ran unopposed and were re-elected.
- Messersmith Parcel Reconfiguration: Steve made a motion to approve the parcel reconfiguration for Nancy Messersmith, Ivy supported the motion and the motion passed. A new fire sign will be ordered and installed.
- Draft Fire Sign Cost Share Policy: A draft Fire Sign Cost Share Policy was presented for discussion (attached).
- Ron Wery's damaged fire sign (N13868 Co Rd 551): Ivy made a motion to replace the damaged fire sign, and Stephanie supported the motion and it carried.
- Time change for the board meeting: Steve suggested starting the board meeting one hour earlier to 5:00 p.m. central time. After discussion, the board decided not to change the time.

Old Business:

- New Electronic Pollbook (EPB) laptop: The Clerk will be ordering the new EPB computer this month and will submit a grant request to the Election Security Grant available to municipalities.
- Hannahville Grants: The Fire Department's grant request for SCBA air bottles was granted.
- Shed Dormer Project: Steve provided an update on the township and fire hall shed dormer project. It is expected to be finished before winter.
- Township Hall and Fire Hall Heating System Improvement: The JAMAR Company installed two new 155,000 Btu boilers to replace the existing smaller boilers and the township hall and fire hall are now being heated adequately. The two smaller boilers that were replaced will be sold. Advertisement in the Menominee County Journal and Lufts will be placed for sealed bids, and a minimum sale price will be established.

Public Comment

- none

Correspondence:

- none

Pay the Bills:

- Ivy made a motion to pay the bills. The motion was supported by Dan. The motion carried.

Adjourn:

- Steve moved to adjourn. Jesse supported the motion and the meeting adjourned at 6:55 pm CDT. The next meeting will be December 9th.

Respectfully submitted,

Ivy Netzel, Clerk

Date Approved

DRAFT Gourley Township Fire Sign Cost Sharing Policy

I. Applicability

This policy is applicable to fire sign purchases by Gourley Township for Gourley Township residents.

II. Purpose

The purpose of this policy is to establish guidelines for township fire sign cost sharing.

III. Policy

This policy applies when procuring new or replacement fire signs for Gourley Township residents by the township.

A. Fire signs for New Parcels.

The costs associated with the purchase of one fire sign and the metal stake to install it for a newly created parcel will be shared by the property owner and the township.

- Gourley Township residents are required to notify township officials in writing (email to gourleytownship@gmail.com or US Post) of the need for a new fire sign at their property. The resident will provide their name, associated parcel number or address, their phone number and email address.
- Upon recommendation of the township board, as documented in the meeting minutes, the Gourley Township fire department representative will order the new fire sign and metal stake.
- The property owner will pay Gourley Township \$35.00 in advance of the installation of the fire sign.
- The township volunteer fire department representative will deliver and install the fire sign.

B. Fire sign Replacement

Property owners who request replacement of an existing fire sign are responsible for 100% of the cost, payable in advance of the procurement of the fire sign.

- Gourley Township residents who desire to purchase a replacement fire sign are required to notify township officials in writing (email to gourleytownship@gmail.com or US Post). The resident will provide their name, fire sign number, parcel number or address, their phone number and email address (if applicable) and will also indicate if a new metal stake is needed.
- The Township Clerk or other township official will provide a verbal estimate of the cost associated with a replacement fire sign to the resident, based on their written request.
- The fire sign will be ordered by the township fire department representative when payment is received by the Township Clerk or Treasurer.
- The township fire department representative will deliver and install the fire sign.
- The township will refund any amount in excess of the actual cost of the replacement fire sign to the township resident.

C. Exceptions

Fire signs that have been damaged or destroyed by Menominee County Road Commission snow plowing or shoulder grass cutting will be replaced at the township's expense.

- Gourley Township residents are required to notify township officials in writing (email at gourleytownship@gmail.com or US Post) within 7 days of the event in order to be eligible to receive a replacement fire sign at the township's expense. The resident will provide the affected parcel number or address, their phone number and email address (if applicable).
- Within 30 days of notification, a Gourley Township Supervisor will confirm that there was grass cutting or snow plowing in the affected area that damaged or destroyed the existing fire sign.
- Within 30 days of notification, a Gourley Township volunteer fire department representative will inspect the affected fire sign to determine if a replacement sign is needed.
- If it is determined that a replacement fire sign is not a result of snow plowing or grass cutting, or not needed as determined by the township volunteer fire department representative, the Township Clerk will notify the resident by email or US post that their request for a fire sign replacement has been denied and the reason for the denial. The Township Clerk will inform the resident of their option to request a replacement fire sign in accordance with Section B of this policy.

Otherwise, the replacement fire sign will be ordered and installed by the township fire department representative.

The Gourley Township Board reserves the right to amend this policy at any time.

AUTHORIZED BY: _____ Date: _____

Ivy Netzel, Clerk