
MINUTES

IN PERSON MEETING

To Participate: Join Zoom Meeting by Videoconference or Telephone:

LOGIN OR DIAL: 1 312 626 6799 US

MEETING ID: 747 569 7662

PASSCODE: 007386

CALL MEETING TO ORDER

The Supervisor called the meeting to order at 5:30pm.

PLEDGE OF ALLEGIANCE

The Supervisor led the Pledge of Allegiance to the Flag.

ROLL CALL

PRESENT

Toni A. Yaklin
Ann Marie Moore
Pat Major
Tracy Butcher
Jim Busch

STAFF PRESENT

Lexi Christner, Recording Secretary
Ed Klimek, Fire Chief
David Latte, Township Attorney – via zoom

APPROVAL OF AGENDA

Motion to amend the agenda to add item “23.a. Goodrich Library overage charge for the awning replacement.”

**Motion made by Butcher, Seconded by Major.
Voting Yea: Yaklin, Moore, Major, Butcher, Busch**

Motion carries 5-0

CONSENT AGENDA

1. Approval of Minutes
2. Disbursements

3. **Building Report/Code Enforcement Report**
4. **Fire Department Report**
5. **Police Department Report**
6. **Assessor's Report**
7. **Budget Report**
8. **FANG Report**
9. **911 Director's Report**

Motion to approve the consent agenda.

Motion made by Moore, Seconded by Yaklin.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

REPORTS

10. Planning Commission Report

There is a meeting this Wednesday at 7pm, 2 public hearings for Signs Ordinance and Battery Storage Ordinance. A short term rental ordinance will also be discussed.

11. Zoning Board of Appeals Report

No meetings to report.

TREASURER'S REPORT

12. Treasurer's Report

Motion to approve the Treasurer's report as presented.

Motion made by Butcher, Seconded by Yaklin.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Joe Beal, 11038 Maple Rd. - Concerns on drivers passing on the right shoulder M15 and Maple Rd intersection. Would like to see additional patrol in that area.

UNFINISHED BUSINESS

13. TriMedia Environmental to complete work at the Atlas Cemetery.

Motion to approve the \$3,500 proposal to finish mapping of the Horton and Atlas Cemeteries.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

NEW BUSINESS

- 14. Accept the FY2024-2025 Financial Audit has been successfully completed by King & Messing Audit Services LLC.**

Motion to accept the FY2024-2025 Financial Audit completed by King & Messing Audit Services LLC.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

- 15. Approve the invoice from King & Messing Audit Services LLC for the FY2024-2025 Audit for \$10,650.00.**

Motion to approve the invoice from King & Messing Audit Services LLC for the FY2024-2025 Audit for \$10,650.00.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

- 16. Approve the invoice from King & Messing LLC for \$1,450 for the annual report of ARPA Funds.**

Motion to approve the invoice from King & Messing Audit Services LLC for \$1,450 for the annual report of ARPA Funds.

Motion made by Butcher, Seconded by Moore.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

- 17. Approve Michigan Townships Association (MTA) Annual Membership.**

Motion to approve The Michigan Townships (MTA) Annual Membership renewal for \$7,537.54.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

- 18. Estimate from from GarJen LLC for the installation of indoor security cameras for the Township Hall.**

The board discussed the locations and the number of cameras to install around the building. The grant that was awarded to the Township is \$2,500; this will help with the overall cost.

Motion to approve the estimate from GarJen LLC for the installation of indoor cameras and server upgrade in the Township Hall with a cost of \$4,260.56.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

19. Adopt Resolution No. 25-21, Deficit Elimination Plan for Thread River Paving Fund.

Motion to adopt Resolution No. 25-21, Deficit Elimination Plan for Thread River Paving Fund.

Motion made by Moore, Seconded by Major.

Roll Call Voting: Yaklin yes, Moore yes, Major yes, Butcher yes, Busch yes

Motion carries 5-0

20. Draft Cemetery Policy for Atlas Township

The Horton and Atlas Cemeteries are historical and have headstones that require certain types of cleaning solution. This policy is to try and protect the headstones.

The board discussed the language at the bottom of the document amend to read "wished to have headstones cleaned" and to "contact the Township for more information".

Motion to adopt a Cemetery Policy for Atlas Township with amendments.

Motion made by Moore, Seconded by Yaklin.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

21. Review job descriptions for PC Chair, BOR Chair, Assessor, Building Official and Code Enforcement, and Office assistant.

The board read through the listed job descriptions, a few minor changes regarding appointed by and reports to whom.

Motion to approve job descriptions for PC Chair, BOR Chair, Assessor, Building Official and Code Enforcement, and Office assistant.

Motion made by Butcher, Seconded by Yaklin.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

22. Approve Budget Amendment to add a budget expense for Senior services.

Motion to approve the budget amendment to add a budget expense for Senior services.

Motion made by Butcher, Seconded by Moore.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

23. Discussion of November 10, 2025 office hours.

board discussed briefly and decided to keep the original holiday schedule.

23.a. Approve the Goodrich Library overage charge for a total cost of \$3,230.

Motion to approve the Goodrich Library awning overage charge for total project cost of \$3,230 to Belle Isle Awning.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

FUTURE BOARD PROJECTS

24. Vacant Township Lot

Butcher gave an update on the public survey for community input. There has been 72 responses so far, and the data has been interesting. Mentioned to leave the survey live through The Good Times in Goodrich Festival to obtain as much feed back as possible.

INFORMATIONAL

25. Fire Withholding Insurance

PUBLIC COMMENTS

Joe Beal, 11038 Maple Rd. - Suggested that an area for food trucks would be a big hit for the vacant Township lot.

ATTORNEY COMMENTS - Nothing to add.

BOARD COMMENTS

Moore - Summer taxes will be mailed June 30th and are due September 14th. For the boards information Sam's Club points were used for a Township supplies purchase.

Butcher - Chamber of Commerce meeting this Wednesday at 6pm. Will continue to work with the job descriptions. Have questions regarding signs permits there are 2 new signs along M15 and curious if a permit was pulled.

Busch - Update for Green Rd, MDOT has approved the plans. The road commission will go out for bids soon and the project is projected to start September/October. Will be pursuing brick masons to repair the Goodrich Library. Additional \$120,000 was given to Atlas Township for Green Road, a total of \$299,000 has been transferred.

ADJOURNMENT

Motion to adjourn the regular township meeting at 6:26pm.

Motion made by Moore, Seconded by Major.

Voting Yea: Yaklin, Moore, Major, Butcher, Busch

Motion carries 5-0

Regarding Public Comments Excerpts from Atlas Township Board of Trustee's Public Comment Conduct Policy:

- 1) Each person addressing the board is asked to voluntarily state their name and address for the record.*
- 2) Two (2) minutes will be allowed for an individual addressing the board. Each individual present will be allowed an opportunity to address the board.*
- 3) Please refrain from being redundant.*

4) All comments are to be directed to the chair.

PHYSICALLY CHALLENGED PERSONS NEEDING ASSISTANCE OR AID AT ANY PUBLIC MEETING OR PUBLIC HEARING SHOULD CONTACT THE ATLAS TOWNSHIP CLERK AT 810-636-2548 DURING REGULAR OFFICE HOURS, NOT LESS THAN SEVENTY-TWO (72) HOURS PRIOR TO THE PUBLIC MEETING OR PUBLIC HEARING.

Recording Secretary: *Lexi Christner*

CLERK’S CERTIFICATION

I, Toni A. Yaklin, the duly elected, qualified and acting clerk of the Township of Atlas, Genesee County, Michigan do hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Atlas Township Board of Trustee’s during the regular meeting held on June 16, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

Toni A. Yaklin
Atlas Township Clerk

Date