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**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

David Lattie, Township Attorney

**APPROVAL OF AGENDA**

**Motion to amend the agenda to remove item #7. Budget Report from the consent agenda onto the regular agenda for discussion.**

**Motion made by Butcher, Seconded by Major.**

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

**Motion carries 5-0**

**CONSENT AGENDA**

- 1. Approve April 21, 2025 Regular Meeting 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. 911 Director's Report
9. FANG Report

Motion to approve the consent agenda minus the budget report.

Motion made by Butcher, Seconded by Major.

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

Motion carries 5-0

#### **#7. Budget Report**

Ms. Butcher asked for clarification on 3 line items that were over budget. Satisfied with the responses.

Motion to approve the budget report.

Motion made by Butcher, Seconded by Yaklin.

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

Motion carries 5-0

#### **TREASURER'S REPORT**

##### **10. Treasurer's Report**

Motion to approve the Treasurer's Report.

Motion made by Yaklin, Seconded by Butcher.

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

Motion carries 5-0

#### **REPORTS**

##### **11. Planning Commission Report**

Major gave update, The Planning Commission met last month to review Signs Ordinance, Renewable energy ordinance, and short term rental ordinances. There is a meeting this Wednesday at 7pm to continue discussion on all 3 topics.

##### **12. Zoning Board of Appeals Report**

Moore gave update, There was a meeting last month where a variance for an accessory building in a front yard was approved. There is no meeting this month.

**PUBLIC COMMENTS ON AGENDA ITEMS ONLY** - None.

**UNFINISHED BUSINESS** - None.

## NEW BUSINESS

### 13. Approve the draft RFP for the police pole barn at the Township Hall.

Busch gave overview - The Township is ready to expand the police barn. Need a large building to store the additional police car for our swing deputy. Looking to fix the current barn for Township storage. Recommended to add motion lights inside, justify what type of siding and roofing, and security cameras.

**Motion to approve the Supervisor to move forward on the RFP for the police pole barn at the Township Hall with the additions type of material, motion sensor interior lights, and security cameras.**

**Motion made by Moore, Seconded by Yaklin.**

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

**Motion carries 5-0**

### 14. Request a process for the disposal on outdated computer equipment.

The Supervisor found a company that will take the old computers. Requesting board support to wipe the hard drives and take them to Save-IT Technologies LLC with no cost to deliver.

For the record, the board supported the decision to wipe the outdated computers and to retain the serial numbers of which computers that are being retired.

### 15. Consider quote from Breezy Lawn Care to maintain the landscape at the Township Hall and add services to the current contract with a 3 year extension.

The board went over a couple quotes that were obtained. The board agreed the landscaping needed some care and more attention. The board did not feel it necessary to extend the contract at this time.

**Motion to approve Breezy Lawn Care quote of \$900.00 to trim shrubs, lay mulch and fertilize the Township Hall for 2025.**

**Motion made by Butcher, Seconded by Moore.**

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

**Motion carries 5-0**

### 16. Discuss TriMedia Environmental to complete work at the Atlas Cemetery.

There was a large section in the Atlas Cemetery that needed to be cleaned out of leaves and brush that is now open. The Supervisor is looking for support to pursue a quote from TriMedia Environmental to complete the mapping and website for Atlas and Horton Cemetery.

## FUTURE BOARD PROJECTS

### 17. Vacant Township Lot

Butcher has been inquiring residents on what they would enjoy to see on a piece of vacant property. The conversation was broad from a community garden, park, farmers market, etc.

## INFORMATIONAL

### 18. Atlas Township awarded the Par Plan Grant for \$2,500.

The grant was applied to install security cameras around the Township Hall for safety. The Supervisor would like to know if the board would like to continue and accept the grant award. The board is thrilled and would like to proceed with P.A.L. alarms quote for security cameras to fulfill the grant money.

**PUBLIC COMMENTS** - None.

**ATTORNEY COMMENTS** - Nothing to add.

### BOARD COMMENTS

Yaklin - Atlas successfully had the May 6 Special Election for Grand Blanc and Davison Schools, there was a low voter turnout. Would like to thank our residents who participated.

Butcher - Started draft job descriptions, would like the board consent to pursue employees for lists of task they perform. Reviewing the Township policies to ensure all are updated.

Moore - The cash counter the Treasurers department was difficult to use, would like on record gifting the cash counter to the Village of Goodrich for their tax collection.

Major - Would like an update on Hegel rd. due to vehicles there.

Busch - The company came for the library awning to repair, when removing the tarp they noticed damaged to the structure. The cost will now be over the original quote, waiting on the additional cost amount. The Township had the annual audit on May 15, went well. 941 report needs amending and the SAD deficient elimination plan has about 2 years left. Update on Hegel Rd, no new information, still waiting on work to be completed and state inspections.

### ADJOURNMENT

**Motion to adjourn the regular meeting at 6:11pm.**

**Motion made by Moore, Seconded by Butcher.**

**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 May 19, 2025. I further certify that the meeting was duly called and held, and that a quorum was present.

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Toni A. Yaklin	Date
Atlas Township Clerk	