

Memorandum

To: **Gerrish Township Board/Community**
cc: file
From: **Supervisor Hill**
Date: **8/8/2024**
Re: **Supervisor July Board Report**

For the month of July 2024, I submit the following report:

As I articulated in June's report, I continue to spend time this month when I am not managing the day-to-day functions of my office to work on highlighting, organizing and comparing the assorted studies I have been provided regarding the health of our lake. Also, I have been forwarding the assorted studies I get to all of the sitting board members as I have been told by them that some of these items they had not seen for their evaluation. This is indeed troubling to me. I promise all the proper due diligence on this prominent issue that it deserves. The current proposed taxation model passed last fall is a very heavy lift for our folks in the SAD area and cannot be taken lightly. I assure you all that I am doing my level best to sort out rumors, conjectures and simple facts regarding this issue. My work continues on this and will for a while. I, however, will not participate in the politics of personal destruction of any person, politician, organization or business related to this matter. We all have a passion as we love our beautiful Higgins Lake.

In order to understand the initial formulation of the Gerrish Lyon Sewer Authority and see the clarity of its authorized function, I have been attempting to clarify the Township's relationship with the Authority in regard to roles and responsibilities. To this effect, I have found that in the Articles of Incorporation, Gerrish Township is listed as the GLUA formal address and thus the repository of their mail as they do business. I am doing my due diligence to learn with better understanding what ultimately transpired in the process in detail prior to my April 1, 2024, arrival as Interim Supervisor. Although I did

provide security, people and traffic control as the sitting Police Chief, I did hear some of the enthusiastic arguments, I was not totally in tune with all the points of interest or questions. In that light, I have asked and found that the Township only holds a reimbursement style of account within our budget. This month, I have asked for an accounting from the Higgins Lake Foundation (HLF) of the grants provided to help establish the GLUA as it relates to disbursements to Gerrish/Lyon Townships from the HLF so that I can understand the money trail and to assure me that all has been legal, ethical and moral with proper transparency as I have heard from many claiming a lack of transparency, unethical behavior and a lack of "listening" by our board prior to my arrival. I want to compare with my Clerk's accounting and simply verify and understand where we are. All the representatives of the organizations I have met with have been helpful in providing me with resources for future consideration and discussion as it relates to our task. Although some individuals have attempted to personally lobby me to look at specific issues regarding the minutia i.e., Step System wisdom, I am simply not there yet personally in my understanding of the total issue.

The Building Emergency Action Plan was passed by our board last month and I have processed it to the addendums portion of our Employee Manual accordingly for distribution soon.

This month, I have been working regularly emailing jpeg, png, img photos of new pictures for new landing pages for the locations, services etc. provided here at the Township for inclusion in our new website. In other words, the new site is beginning to shape up in the construction mode. Our vendor has been easy to work with. We are down to just a few items, forms and landing page roles and responsibilities by each political office and if board members are interested a bio for public consumption.

This month, the office staff and I have been looking after many GFL service issues as the 4th of July produced a copious amount of trash causing double shift runs by GFL all at a time when they were experiencing medical absences of employees. Overall, the GFL Manager at their home site was driving some shifts himself. Also, the Operations Manager was doing the same to try and compensate. At times, our large goods pick-ups were affected as well.

This month, we began to see our previously voted one mil Roscommon County Road Commission millage, Gerrish Township allocation in action. Many of our roads on the plan received their crack seal, chip and seal and also a few roads finally saw the re-paving required for the poor condition of their surface. Please watch for them and give them space to do their jobs for all of us.

This month, my office was notified by the Department of Environment, Great Lakes and Energy (EGLE) that they had inspected our compost site on June 13, 2024, and advised us to comply with a recently passed statute regarding Materials Management. They measured our compost site with their formula and declared that because of the amount we house and subsequently process, we have to apply for a compliance permit, providing them with a site overlay marking size and design, access definition, notice of hours of operation, frequency of removal, frequency of cleaning, solid waste storage area, method of litter control, etc. This is an example of "other" things that come up. Oh, and by the way the fee is \$750.00 (not budgeted because it was unknown) and all is due by November 2024. I have already talked with EGLE about the details of their permit, and if they could suggest an independent contractor to assist with its creation for submission. The answer was simply, no. I received this information on the 17th of July in an email. I then consulted with Higgins Lake Landscaping on this matter to assist with the technical aspects of the request. Jim Ostling as our compost representative of Higgins Lake Landscaping offered to provide the required drawings and I will be filling out the required several page permit application as we have no choice but to comply. Our residents seem to love our site as it is heavily used. More information to follow as processes dictate.

I followed up on a change in the IRS regulation regarding the Assessor and the sub-contract we hold with same. Attorney Hess is drafting the necessary legal agreement to satisfy the regulation to be presented to the board for approval at a work session and ultimately a regular board meeting in the near future. I also met with Attorney Hess with Trustee Newton to get an update on legal matters that will come before the board ultimately.

I chaired the July work session and regular Township meeting as required to conduct the Township's business in a public meeting.

I continue to monitor the independent consultant's work with getting our Township up to date from the previous two years. This month, I met with Clerk Squires and the consultant in a quarterly analysis of this year's budget to properly provide a needed budget amendment. I will be personally looking at the budget again at the 6-month mark to check on the status of same as I was not at the Township as the Interim Supervisor for proper input of the original budget construction for this year's budget 2024-2025.

As of this writing, Jordan Well Drilling has been on site and drilled the well as contracted, dropped the new pump, however the tank replacement and hook ups are not complete.

I met with Clerk Squires to prepare the work session agenda this past month to ensure we have accurate, timely information for board members prior to the meeting and I posted these to the website for public consumption.

Internally in the general office, we continue to experience unsettled problems with roles and responsibilities with employees and with the Clerk and Treasurer's offices. Simply put, the lack of definition and accountability to the employee manual for many years that pre-dates the now sitting Clerk and Treasurer are causing the greatest conflict. I feel as the Interim Supervisor that the public must know this current information as it does affect our ability to serve the public externally effectively. If our internal faces are not settled, our external face is also unsettled. I am doing my level best to keep people as they say, "in their lane." This is proving to be particularly challenging.

As a note to the public regarding our board and function, I also continue to encourage our board members to be liaisons within the 2024 Organizational chart that the board puts out each year as it relates to overseeing the various subsections of the Township Board's overall responsibility. In the past, the chart appears to have become more misunderstood as a permission to micro-manage those subsections. I am hoping for the future to have buy in from all the board members into this philosophy of leadership.

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Along those lines, I will continue to lead by example and allow our Department heads to function as such. Simply put, old habits are hard to break. It did not get here overnight, and it will not change without putting in the work.

I continue to oversee and post on the Gerrish Township Facebook page to apprise our public of items of interest and will continue to do so. I also took on the responsibility of learning the old website to post and I am getting better with no tutelage, and I have been the primary contact with the new website vendor to provide pertinent updates to prod the process along in a timely fashion. I have reached out to others in the Township responsible for the Cemetery, Parks and Recreation and the like for recent photos for our new site as well as any new, updated forms that they would like to see on the new site.

This month, I finished my portion to get the new recently approved policies in the Gerrish Township Employee Policy Manual electronic copy. After the election, the Clerk will be assisting me with the electronic copies for attachment to the addendum section of the manual. The last step will be to formally present each employee group in the general office and then push the up-to-date electronic copy to the staff members employed by the Township with proper acknowledgment receipt as to the recent activity in the book.

I ask all for your patience as there are many things that are happening in our Township that require attention, new attention due to State of Michigan Law changes which are coming fast and furious. These mandates need the attention of the board and of course for folks on our board to be dedicated to completing and performing the required work associated with them.

Finally, as your Supervisor, I want you to know about my work habits to understand how I manage my day at work. I am at work at 7:00 a.m. in the morning and will be here until 3:00 p.m. That being said, I am away from the office to attend meetings from time to time as they relate to the Township business. I frequently visit sites of trouble regarding trash pickups, new signs being requested at roads, sites of interest as they relate to our Township interests and legal concerns. My schedule is posted on my door. I tell you this as I know in the past, Supervisors have been in much less than I intend to be here, but I do operate off a schedule. I am happy to meet personally with

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folks, but I do appreciate a scheduled appointment so I can give my undivided attention to your concerns.

Respectfully given,

Supervisor Brian A. Hill

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