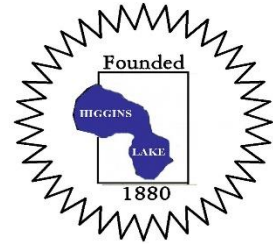


# Memorandum



To: **Gerrish Township Board/Community**  
cc: file  
From: **Supervisor Hill**  
Date: **10/08/2024**  
Re: **Supervisor September Board Report**

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**For the month of September 2024, I submit the following report:**

This month, I have spent my time meeting various citizens regarding items of their interest to include, sewer status, local political environment relating to the sewer/GLUA future considering Lyon Township position with a new board post-election, assessment ECF's, garbage/recycling, traffic concern issues and continued well concerns at the Gerrish Township Hall. I have met with the CMDHD several times to deal with the continued detection of coliform bacteria in our water at the hall to seek a resolution.

As I alluded to last month, Clerk Squires and I had met to shore up Gerrish Township's accounts receivables with the Higgins Lake Foundation and the Gerrish Lyon Sewer Authority (GLUA) to date as they relate to Gerrish Township General Fund. I am happy to report that the Higgins Lake Foundation has forwarded their check for \$17,732.84 to satisfy their receivable with Gerrish Township. There is a small remaining balance that is owed by the Gerrish Lyon Sewer Authority, and we are looking forward to their payment to completely resolve any contention by anyone that funds were not accounted for. I have appreciated everyone involved with this process as we come into balance and accounting with our invoices.

I continue my efforts each day in re-building of confidence and credibility in our board for the future so that citizens can have greater confidence about the

board operations. Although there is much more to each of the board positions than most people know and would not know until you actually take one of the positions in an election.

I am happy to report that after a couple of meetings with the Shumaker Group and as of this writing, we have finally achieved a new website moving forward with newer technology that certainly would help the communication and transparency moving forward. The site was launched on Friday afternoon September 27, 2024. We will be approaching the site with a three deep concept of folks in the Hall that could post things on the Township's behalf and are trained accordingly.

As a follow-up to complying with the IRS regulation regarding the Assessor and the sub-contract we hold with same, we have agreed with our subcontracted Assessor of record and her company and have re-signed an updated version of the subcontract and the secondary employee contract.

I chaired the September work session and September regular Township meeting as required to conduct the Township's business in a public meeting setting. Also chaired a special meeting to discuss garbage assessment for next year after review of the sanitation contract and maintenance agreements. Any proposals would be scheduled for the November regular board meeting.

We received a draft copy of our 2023-2024 Audit for our internal review and comment to our accountant. In addition, this month, I met with Clerk Squires twice to review the Township Accounts Payables prior to checks being authorized and produced. This will be a check and balance that should have been in place in the normal flow of business process at the Township, and I will temporarily collaborate with the Clerk in accomplishing this. When the new board takes office, I will be recommending a formal finance committee approach with two board members being appointed to fill the role.

Clerk Squires and I met with our financial consultant James Anderson to go over the 2023-2024 Audit where he answered any questions we had regarding the over all status and health of the Township finances.

I met with Clerk Squires to prepare the work session and regular meeting 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.

In relation to the internal office work, I have produced a new manual updated through June 11, 2024, and I have distributed to the employees, Police Department, Fire Department and Marina heads accordingly for their distribution to their staffs in manner of their choosing.

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 attended an online webinar entitled "Septic Smart 2024, Septic System 101" and also shared the webinar later online for anyone to view for basic education on how it all works. Also, I attended an Employment Law Update webinar that addressed the new law in effect February 2025 regarding Earned Sick Time/Hour Accrual.

I met with Chief Muszynski and two residents to problem solve an ongoing problem they are experiencing with a neighbor dispute involving loud music, unruly behavior during hours much later than the quiet hour provided by the Township's Noise Ordinance.

I attended the quarterly Roscommon Township Association (RTA) meeting at Richfield Township where we heard a presentation by the Otsego County Economic Alliance, Inc regarding a small business support hub program available to our County and Townships through their funding availability and we heard reports from each Township regarding issues that face them and any commonality all may have.

I volunteered for and attended the Fall annual road clean up project with ACT-NOW/GTPD to clean both sides of the road from Pioneer Hill to Hillsdale Drive on Co Rd 100. Many items of trash were picked up and it is always a rewarding feeling to have contributed as a volunteer in our community.

Clerk Squires and I met with Township Attorney Hess for the purposes of seeking counsel on a few issues facing the board that remain an attorney/client

status at this time.

In closing, as last month, I want to remind all in understanding 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. Monday-Friday. 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 in the Township when necessary. My schedule is posted on my door. I am happy to meet personally with folks, but I do appreciate a scheduled appointment so I can give my undivided attention to your concerns. Please call me at 989-821-9313 ext. 229.

*Respectfully given,*

*Supervisor Brian A. Hill*

*Supervisor Brian A. Hill*

*Cc/file*