

**SOO TOWNSHIP MONTHLY BOARD MEETING**  
**Soo Township Hall**  
**October 13, 2021**

**PRESENT**

Allen Walther  
Jim Callon (Acting chairperson in absence of Larry Perron)  
Don Kucharczyk  
Cheryl Thoresen

**EXCUSED**

Larry Perron

The October monthly Board Meeting was called to order at 7:00 p.m. by acting chairperson, Jim Callon, following the Pledge of Allegiance. Pam Chipman, Chuck Palmer, Jeff Killips, Mr. D. Smithers and Mrs. K. Smithers were in attendance.

**Public Comment:**

Mr. & Mrs. Smithers had concerns about City Limits Auto clean-up, specifically any environmental issues. It was discussed by the board that clean up continues on the site.

**Assessors Report:**

Pam Chipman presented 3 land division requests:

- (1) 012-033-011/014-00- Gary Parker property
- (2) 012-340-011-00- Mayer property
- (3) 012-026-045-00- Atkins property

All three were presented and discussed. Jim Callon made a motion to approve all three as presented, Don Kucharczyk seconded the motion.

**A roll call vote was conducted, C. Thoresen (yes), J. Callon (yes), D. Kucharczyk (yes), A. Walther (yes). The motion was passed to approve all three land division requests.**

**Fire Dept report:**

Jeff Killips reported there was one fire call last month.

Mr. Killips brought up issues with manning the Neebish Island fire dept. He will have a further discussion with Larry Perron.

Mr. Killips asked to use the Hall for CPR/First aid training. The board had no issues with that other than to clean up when done.

**The amended July 14, 2021 board meeting minutes were discussed. Two minor wording issues were fixed and Jim Callon made a motion to approve the amended July minutes as presented, Don Kucharczyk seconded the motion. The motion passed and the amended July board meeting minutes were approved.**

**The amended Special Meeting minutes from Aug 25, 2021 were discussed. The title was changed to Special Meeting from Fire Truck meeting. Jim Callon made a motion to approve the amended minutes from the Aug 25, 2021 special meeting, Don Kucharczyk seconded the motion. The motion passed and the minutes were approved.**

**A Motion was made by Don Kucharczyk and supported by Jim Callon to approve the minutes of the Monthly Board Meeting of September 08, 2021. Motion carried.**

Line item changes to the budget were discussed:

Contingency fund (899-957) to "Deputy Clerk" (215-703): \$500

Contingency fund (899-957) to "Website" (215-902): \$500

Contingency fund (899-957) to "Road Maintenance/supplies" (446-970) \$1171.80

**All three line item transfers were discussed. Jim Callon made a motion to approve the line item changes as presented, Cheryl Thoresen seconded the motion.**

**A roll call vote was conducted, C. Thoresen (yes), J. Callon (yes), D. Kucharczyk (yes), A. Walther (yes). Motion passed, all three line item changes to the budget were approved.**

Allen Walther stated that a bid for snowplowing had been received from Thoresen Excavating for the Township Hall parking lot for the 2021/22 winter season. The bid was \$65 per occurrence.

**Don Kucharczyk made a motion to accept the bid, Jim Callon seconded the motion. A roll call vote was conducted to accept the bid from Thoresen Excavating. C.Thoresen (abstained), J. Callon (yes), D. Kucharczyk (yes), A. Walther (yes). The motion passed and the bid was accepted.**

Allen Walther stated the Township continues to receive bills from the City of Sault Ste Marie for the 5 ½ mile lift station. It was discussed by the board. Chuck Palmer recommended that the Township not pay the bill since it does benefit Soo Township. The board agreed.

**Clerk's Report:**

-Clean up days are complete.

-A. Walther stated that the August financial report needed to be amended to include an electronic transfer to "Intuit" for \$825.98. This is for the annual user fee for Quickbooks. ET and invoice have been reconciled and the August books balance.

-Cemetery Ordinance has been updated. A. Walther recommends that the Cemetery Board meet to go over it one more time before it is presented to the board for review/approval.

-The passing of Harold McKenzie's wife was discussed. It was brought up that the Township should not charge Mr. McKenzie for the opening of the grave as he is the long time Sexton of the cemetery. Thoresen Excavating will not be billing the Township for opening the grave either.

**A motion was made by Jim Callon and seconded by Don Kucharczyk to not charge for the opening of the grave. A roll call vote was conducted, C. Thoresen (yes), J. Callon (yes), D. Kucharczyk (yes), A. Walther (yes). The motion passed to not charge Mr. McKenzie for the opening of the gravesite following the passing of his wife.**

-American Recovery Act funds request had errors and was returned. Errors have been corrected and request re-submitted. Continuing to monitor status.

-Allen Walther reported that the Clerk's portion of the annual audit was nearly complete now that the July meeting minutes had been approved.

**Treasurer's Report:**

C. Thoresen reported that the issue of the NSF check for \$15 had been resolved.

Treasurer's portion of the Annual Audit has been submitted to the auditor.

General fund balance is \$242,926.87

Discussed MTA meeting in Kinross. Discussed board member attending these meetings.

Tax payments are still coming in.

**Planning Commission Report:**

Jim Callon reported that the commission is down two people now as Bill Nelson will be departing. Working to find new commission members.

Planning commission is still going over resident survey.

**Permit Administrator:**

Jim Callon reported there were 9 permits issued in July, August , and September. Building appears to be picking up.

**Attorney's Report:**

Mr. Palmer reports that he is still monitoring the clean-up of the Rawlings property. Nothing substantial to report.

Mr. Palmer put in substantial amount of time working to submit American Rescue Plan funds request.

Discussed the property at the corner of 6 mile and Mac Trail. It appears that the owner is in violation of their Special Use Permit. Further action will be taken.

Discussed Jose Rivera property on Seymour Rd. Property isn't getting cleaned up, further actions by the Township may be necessary.

Pam Chipman asked if Assessor reports should or could be stored at the Township Hall. All agreed they should be at the Hall. She asked that a 4 drawer file cabinet be placed in the office for the reports. Jim Callon stated he may be able to get one from his work that is being discarded.

**Jim Callon made a motion and it was seconded by Don Kucharczyk to approve the payment of the September bills, payroll and tax withholdings as follows:**

**Sept checks for bills: Checks 11266 thru 11290 totaling \$119,044.03**

**Sept Payroll checks: Check#'s 11241-11265 totaling \$13,115.56**

**Sept Electronic transfers: US Treasury- \$4786.20, Intuit \$35.00 totaling \$4821.20**

**A roll call vote was held, C.Thoresen (yes), J. Callon (yes), D. Kucharczyk (yes), A. Walther (yes). The motion was passed and the September bills, payroll and tax withholdings were approved.**

**Don Kucharczyk made a motion and it was seconded bi Jim Callon to adjourn the meeting.**

The meeting adjourned at 8:50pm.

Allen Walther, Township Clerk

