

BEARINGER TOWNSHIP BOARD MEETING
17034 Town Hall Highway
Regular Meeting, December 10, 2012
1st Draft

DATE: December 10, 2010 TIME: 7:00 p.m.

ROLL CALL:

MEMBERS PRESENT: Archie Patterson, Trustee ABSENT: _____

(ALL) Keitha Malaski, Treasurer _____

John Malaski, Supervisor _____

Kay Dowker, Trustee _____

Pat Augustine, Clerk _____

Nancy Mowers, Deputy Treasurer _____

Bill Hiscock, Deputy Clerk _____

APPROVAL OF AGENDA for November 2012 Kay Dowker made a Motion to accept the Agenda and it was seconded by Archie Patterson, the Motion carried

APPROVAL OF AGENDA for October 2012. John Malaski made a Motion to accept the Agenda, it was seconded by Kay Dowker, the Motion carried.

CORRESPONDENCE: A letter was received from Irene Seeley requesting the use of the Bearinger Township Hall for the Hippo Show again this next year. A Motion was made by Kay Dowker and Seconded by Keitha Malaski that the Hippo Show will be able to use the Township Hall again during the summer of 2012. The Motion Passed

REPORTS

Clerks Report –

The Standard Budget Report and the Check Register Reports were presented for both October and November, 2012.

AMENDMENTS TO BUDGET IF NECESSARY

from Savings \$10,000. to Checking \$10,000

The funds were transferred for payment of bills and payroll. A Motion was made by Keitha Malaski and seconded by Kay Dowker to approve the Clerk's report.

ACCOUNTS PAYABLE

Treasurers Report: The Treasurer reported that the Ending Balance of the Township Savings Account, Checking Account and the CD(Savings for October 1-31, 2012 was \$231,520.11. The ending balance for the EMS Account was \$92,309.50 for October 1-31, 2012.

Treasurers Report continued. The Treasurer reported that the Ending Balance of the Township Savings Account, Checking Account and the CD(Savings) was \$230,586.60 for the November 1-30, 2012. The ending balance for the EMS Account was \$92,324.67 for November 1-30, 2012 .

Assessors Report: Trevor Most reported that values may drop a bit this year. He has made a request for an updated program by BS&A Software as he feels it is a more thorough program for a Township cost of \$2,800. The Board stated they will review his request and give an opinion at the next Township meeting. Trevor also provided a copy of his license to the Clerk.

Trustees Report: Kay Dowker read the minutes from the Onaway Ambulance Board meetings for October and November, 2012. Keitha Malaski made a Motion to approve the minutes and it was seconded by John Malaski. The Motion carried.

Trustee Report: Archie Patterson has not yet attended the EMS Board meeting in Rogers City but will attend on Wednesday, December 12, 2012 and will give his report at the January Township meeting

Supervisors Report: John Malaski reviewed the Officials Training that was held on December 5, 2012. He requested to speak to Lappan Insurance Representative for which he needed no permission. He requested to speak to an attorney and was told he could do that on his own. A Motion was made to approve the Supervisors Report and was seconded by Archie Patterson. The Motion carried

OLD BUSINESS _____

NEW BUSINESS

- A. The new Township times and dates for the 2013 Township meetings was distributed.
- B. Large item Trash Day is to be scheduled for June 15, 2013 at the Township Hall .
- C. Grant Godsey found it necessary to cut up a tree at the Cemetery and was paid \$150.
 - a. Grant does have another tree that will be necessary to cut as well but not until after the snow is gone due to safety issues.
- D. The Supervisor has spoken with Northcott Excavating for Snow Plowing. The Township contract is good until January 2012. Pat Augustine made a Motion to continue our contract with Northcott Excavating for Snow plowing and Keitha Malaski seconded the Motion. The Motion carried.
- E. The Treasurer requested approval to spend approximately \$800. - \$900. for needed items to better her responsibilities. She requested a new Laser Printer, Headset, a new version of Quicken Software, a scanning wand and an adding machine. Pat

- Augustine made a Motion to approve this expenditure but it must remain under \$900. The Motion was seconded by Kay Downer and there was a Roll call vote. The Motion carried.
- F. It was decided by the Board to postpone the appointment of Archie Patterson to maintain the Sexton duties after changes are made to the present Township Policy Manual.
- G. If the Board or the Public wish ask for changes in the Township rules it will be necessary to present the legality of that change to the Board and the Board to the public.
- H. A Motion was made by Pat Augustine and seconded by Kay Dowker, to approve Keitha Malaski's Treasurers training for \$169. and for the new Board members training on December 5, 2012. The Motion carried.
- I. A request was made by Pat Augustine to purchase a Payroll module from Pontum to better assist in doing payroll faster and more accurately. The request was postponed to the January meeting as more review is needed.
- J. The Supervisor made a request to sell the folding chairs from the back room of the Township Hall as they are blocking the fire exit. A Motion was made by Keitha Malaski and seconded by Kay Downer to sell the chairs for \$1. each at the January meeting. The Motion carried.
- K. Keitha Malaski made a Motion and it was seconded by Pat Augustine to appoint Archie Patterson to represent the Board on the Rogers City Area Ambulance Board.
- L. The Motion carried.
- M. A Motion was made by Archie Patterson and seconded by John Malaski to appoint both William Hiscock as Deputy Clerk and Nancy Mowers as Deputy Treasurer. The Motion carried and they were sworn in.

PUBLIC COMMENTS:

- A comment was made that the payments be recorded as the Consent Agenda so that bills can be paid when the are due.
- The Tuesday meetings were questioned.
- A comment was made that the Board review the software needs and capabilities.
- A comment was made that the Board meetings every month was a good idea.

APPROVAL TO PAY BILLS AND APPROVE CHECKS

A Motion was made by Pat Augustine and seconded by Kay Dowker to pay bills and approve checks. There was a Roll Call vote and the Motion carried.

ADJOURNMENT: The meeting was adjourned at 8:55 p.m. The next Board meeting is scheduled for the second Tuesday in January on the 8th at 6:30 p.m.

Respectfully submitted,

Patricia M. Augustine, Clerk

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Bearinger Township