

BEARINGER TOWNSHIP REGULAR BOARD MEETING

17034 Town Hall Highway

Millersburg, Michigan

October 8, 2013

Supervisor J.G. Malaski called the meeting to order at 6:30 pm and led the pledge of allegiance. Present for the meeting were Board Members, Supervisor John G. Malaski, Treasurer Keitha Malaski, Clerk Beverly Rossetto, Trustees Kay Dowker and Archie Patterson II. Property Owners and guest in attendance were Hank Filipowski, Tom Harkleroad, Larry Beach, Tony Cripps, Leslie Carmin, Nancy Shutes, Jim McKindles and Irv Dedow.

Approval of Agenda: Motion was made by Keitha Malaski to approve the agenda, seconded by Kay Dowker. Being no objections the motion was declared approved by Supervisor J.G. Malaski.

Approval of Consent Agenda: Motion was made by Kay Dowker, seconded by Archie Patterson to approve the Consent Agenda and pay the bills. Being no objections the motion was declared approved by Supervisor J.G. Malaski.

Approval of Minutes: September 10, 2013 minutes. Treasurer K. Malaski stated that the date of the ending fund balance of the Treasurers report should be corrected to read AUGUST 31, 2013. Treasurer K. Malaski made a motion that the minutes be approved with corrected date, motion seconded by Archie Patterson. Being no objections the motion was declared approved by Supervisor Malaski.

Correspondence: Clerk Rossetto reported that four letters were received:

1. From the Department of Licensing & Regulatory Affairs regarding plumbing codes.
2. From the Department of Licensing & Regulatory Affairs regarding Michigan Rehabilitation Codes for Existing Buildings.
3. Notification from Presque Isle County Planning Commission that a Public Hearing will be held on November 21, 2013 at 7:30 p.m. to address the proposed changes to the Presque Isle County Master Plan.
4. An invitation from Northeast Michigan Council of Government to attend the General Membership meeting, October 17, 2013 in Hillman, Michigan.

Treasurer's Report: Treasurer K. Malaski reported that \$2,800.00 has been transferred from savings to checking to pay for the Assessors software. Most of the Property taxes have been received. Bearinger Township Fund balances ending September 30, 2013:

1	General Fund – Savings Account	\$ 146,526.80
2.	General Fund - Checking Account	2,797.28
3.	CD (Savings) Account	103,934.66
4.	EMS Money Market Account	<u>77,803.39</u>
	Total (All Accounts)	\$ 331,062.13

Clerk's Report: Clerk Rossetto reported that copies of the September 2013 Check Register, Balance Sheet and the Standard Budget Report ended September 30, 2013 were available. Tax form L-4029 and form F-65 are completed and filed. Five of the Bearinger Township Election workers will be attending an Electronic Poll Book workshop in Rogers City October 17, 2013. The Electronic Poll Book will be used for the first time in our township for the November 5, 2013 election.

Assessor's Report: Supervisor J.G. Malaski read the Assessor's report. The Assessor has been working with James Zakshesky of Building and Zoning to view properties in the old Abitibi land to see if there are any buildings that have been built without permits and are not on the tax roll, six parcels were found with structures that are not on the tax roll, these parcels will be reassessed and added to the upcoming 2014 tax roll.

Trustees' Report: Trustee Dowker read the Onaway Ambulance minutes of September 25, 2013. The Onaway Area Ambulance Service will purchase 25 oxygen tanks instead of using rental tanks; this will save approximately \$1,384.00 a year. The Ambulance Board received the new Policy and Procedure Manual for review.

Trustee Patterson reported that the Rogers City Ambulance is scheduled for October 9, 2013 and he will have the report for our next township meeting. Trustee Patterson explained the workshop he attended on Cemetery Management. For protection of our township, Archie will draw up an ordinance for the operation of our Cemetery. This ordinance, upon approval, will be reviewed by our attorney and adopted by the township board.

Supervisors Report: Supervisor J.G. Malaski reported that the circuit box, wall heaters and water heater are installed and working.

A contract has been signed with PAC Sanitation for Large Item Day to be held July 14, 2014. The furnace stopped working and a repair company had to be called, dead bats had fallen onto the blower causing it to fail.

Bearinger Township will host the quarterly meeting of the Presque Isle Michigan Township Association January 7, 2014.

Supervisor Malaski has read and reviewed the Bearinger Township Master Plan and feels there is no reason to replace it at this time.

Old Business: Pontem Software for the Fire Department.

Clerk Rossetto reported that although, at the September 10, 2013 Board meeting, this Board had voted on the recommendation of the Auditor to put the Pontem Software for the Fire Department on the Clerks Township Computer. She explained that:

After contacting Pontem on September 11, 2013, they strongly discouraged setting up another fund in Bearinger Township's financial system because the Ocqueoc/Bearinger Fire Department is its own legal entity and is supported by two townships. After negotiating the expense, Pontem agreed to license a database for the Fire Department for the sum of \$990.00 with an annual software support fee of \$248.00, effective one year after purchase.

Clerk Rossetto stated that she had requested to be put on the agenda for the Ocqueoc Township Board meeting, September 12, 2013 to request permission that the Fire Department's financial accounting system be put on the Bearinger Township Clerk's computer. Instead Clerk Rossetto related the concerns of Pontem and the sum needed. Jerry Counterman, Ocqueoc Township Supervisor, stated that Ocqueoc Township would contribute half the sum to purchase the software upon the contingency that Bearinger Township matches the contribution. Woody Isaac seconded the motion and the Ocqueoc Board vote was unanimous.

Kay Dowker made a motion that Bearinger Township match the contribution of \$495.00 to purchase the software for the Fire Department from the EMS account, Beverly Rossetto seconded the motion. Roll call vote: Kay Dowker – yes, Keitha Malaski – yes, John Malaski – yes, Archie Patterson – yes and Beverly Rossetto – yes. Motion carried.

New Business: Supervisor J.G. Malaski requested that because the Township Hall telephone was so old and no longer worked that a new telephone/answering machine be purchased. Beverly Rossetto motion that a cordless telephone/answering machine be purchased with a limit of \$60.00. Keitha Malaski seconded the motion. Roll call vote: Kay Dowker – yes, Keitha Malaski – yes, John G. Malaski – yes, Archie Patterson – yes and Beverly Rossetto – yes. Motion carried.

Winter Newsletter – Keitha Malaski asked that the Board Members contact her with any information they wanted published in the Winter Newsletter. The Treasurer will have the newsletter ready for review and approval at our November meeting.

Public Comment: Irv Dedow commented that it was not up to the Townships to approve the purchase of the Pontem Software for the Fire Department. He pointed out that procedures have to be followed and the Townships have no authority over the Fire Board. Irv explained the problems of the brakes on rig 701 and that Scientific Brakes of Gaylord had worked on the problem twice. Irv said the Ocqueoc/Bearinger Fire Department has to come of age. There are problems that are sat on and nothing ever gets done; they need to take care of problems and get things done.

Nancy Shutes commented that the Townships should be telling the Fire Department how much money they could spend. The Township should set a limit and the Fire Department should stay within that limit.

It was explained that the Tri-Board meeting each March decides the limit of the Fire Department budget.

Archie Patterson commented that the Fire Department needs a projected plan for the equipment needed.

Tom Harkleroad commented that the Township Board cannot spend money any way they want. He advised the Board that whenever there are expenditures the Open Meetings Act must be followed.

Being no further comments, Supervisor Malaski announced that the next regular Township meeting will be November 12, 2013 at 6:30 p.m.

Motion was made by Keitha Malaski and seconded by Kay Dowker that this meeting be adjourned. Meeting adjourned at 7: 28 p.m.

Minutes taken and respectfully submitted by,

Beverly Rossetto

Beverly Rossetto, Clerk