

BEARINGER TOWNSHIP REGULAR BOARD MEETING
17034 Town Hall Highway
Millersburg, Michigan
Corrected October 13, 2015 Minutes

Supervisor J.G. Malaski called the meeting to order at 6:30 p.m., followed by the pledge of allegiance to the flag. Present for the meeting were Board Members, Supervisor John G. Malaski, Clerk Beverly Rossetto, Treasurer Emilie Stawiarski and Trustees Archie J. Patterson II and Kay Dowker. Property owners and guests in attendance were Bob Hartmann, Anna Mero, Jim Meyer, Doug Phelps, Gwen Sutton, Barb Liddle, Joan Biedenbach, Marge Pilaczyzski, Duane Walker, James McKindles and Nancy Shutes.

Approval of Agenda: Supervisor Malaski requested that, Light fixtures be add under new business. Kay Dowker made a motion to approve the agenda as amended, Beverly Rossetto seconded the motion. Five aye votes, motion carried.

Approval of Consent Agenda: Motion made by Kay Dowker and seconded by Archie Patterson to approve the Consent Agenda and pay the bills. Five aye votes, motion carried.

Approval of Minutes: After review of the September 8, 2015 regular board meeting minutes, Archie Patterson suggested that the word “later” be inserted to the sentence regarding his conversation with the Zoning Administrator. Archie Patterson made a motion to approve the minutes as amended, Kay Dowker seconded the motion. Five aye votes, motion carried.

Correspondence: Clerk Rossetto reported that correspondence was received from:

1. Presque Isle Electric and Gas Co-op annual membership meeting will be held October 22, 2015 at the Onaway High School, Registration, 8:30 a.m., Business meeting, 10:00 a.m.
2. Presque Isle County Road Commission: Public Hearing, October 19, 2015, 8:30 a.m.,
RE: expenditure of Federal Fund for the program years 2016 – 2020.

Treasurer’s Report: Treasurer Stawiarski gave a summary of the September 2015 financial report. Fund balances ending September 30, 2015 were:

1. General Fund Savings Account	\$154,368.77
2. General Fund Checking Account	78.77
3. CD (Savings) Account	105,189.02
4. EMS Money Market Account	<u>26,430.40</u>
Total (All Accounts)	\$286,066.96

Treasurer Stawiarski informed the Board that she would be combining two (2) of the CD’s for a total of \$25,910.61 for a 5 year CD for a better interest rate. Summer property taxes, 93.7% of the summer property taxes has been received leaving an outstanding balance of \$31,518.00. Fifty (50) address changes, four (4) name corrections and three (3) detailed property changes have been summited to Assessor Joe Lavender.

Treasurer Stawiarski read a document outlining the retention of files of the Treasurer office, it was suggested that this item be moved to Old Business for approval of the board. Flyers regarding recycling in Presque Isle County will be mailed with the winter tax bills.

Clerk's Report: Clerk Rossetto stated that copies of the September 8, 2015 minutes, the check register, balance sheet ending September 30, 2015 and the standard budget report ending October 12, 2015 are available.

All government forms for the 3rd quarter of 2015 have been filed including the F-65 with the state for revenue sharing and the L-4029 with the county for the 1 mil township operating fund.

March 8, 2016 is the scheduled date for the Presidential Primary election.

Trustee's Report: Kay Dowker gave the report of the Onaway Area Ambulance Service meeting held September 23, 2015. The bids for the building addition was extended to October 27, 2015, the Building Association in Traverse City, Petoskey and Cheboygan were asked to extend the request for bids to their members. The IDC 10 billing codes will start on October 1, 2015. Changes were made to the wording of the Inter-local agreement and approved. Forms to offer the firemen and families, Onaway Plus, were available to board members to distribute. Due to the holiday season the November and December meetings will be held November 18th and December 16th. It was explained that a person without insurance is billed monthly, if there is no response in ninety days they are sent to collection.

Archie Patterson reported that the RCAA meeting will be held October 14, 2015, the RCAA Budget will be part of this meeting, and the assessment for a new ambulance is .8 mil.

Assessor's Report: Supervisor Malaski gave Assessor Joe Lavender's report: There was a (AMAR) follow up with the State Tax Commission, there is still a lack of documented land values for 2015, and this is being corrected and will be in place for 2016. He is making sweeping changes to how the land is categorized in the assessment roll, right now there are 28 different land categories, and he will consolidate down to 3-5 categories. This will make adjustments in the future much more uniform and fair.

The Assessor will not be doing field work in the rural areas during hunting season.

Supervisor's Report: Supervisor Malaski reported that the Assessor's Apex sketching software has been received and is owned and licensed to Bearinger Township.

Old Business: A. Treasurer Stawiarski read resolution #2015-010 "Investment and Depository Designation", after clarification of some of the resolution language, the foregoing resolution was offered by Emilie Stawiarski and second offer by Archie Patterson. Roll call vote: Voting yes were: Archie Patterson, Kay Dowker, Beverly Rossetto, Emilie Stawiarski and John Malaski. Voting no: None. The Supervisor declared the resolution adopted.

B. General Policy Manual was reviewed, a brief discussion was held regarding some suggested changes. It was concluded that this item will take more time and research to revise and update the General Policy Manual. Archie Patterson and Emilie Stawiarski will work together to edit and update this manual and will bring suggestions to the next board meeting.

C. Motion to amend the agenda and add "Treasurer's Retention Schedule" document was made by Emilie Stawiarski and seconded by Archie Patterson. Five yes votes, motion carried.

Motion was made by Beverly Rossetto to approve the "Treasurer's Retention Schedule", Kay Dowker seconded the motion. Five yes votes, motion carried.

New Business: A. Clerk Rossetto read the Inter-local Agreement of the Onaway Area Ambulance Service. After a brief discussion about assessments, Archie Patterson made a motion to approve the “Inter-local Agreement of the Onaway Area Ambulance Service. Beverly Rossetto seconded the motion. Five yes votes, motion carried.

B. Clerk Rossetto read Resolution #2015-011 “Alternate Dates for the Board of Review July and December Meetings”. This resolution was offered by Beverly Rossetto, seconded by John Malaski. Roll call vote: Voting yes were: Kay Dowker, Emilie Stawiarski, Archie Patterson, Beverly Rossetto and John Malaski.

Voting no: None. The supervisor declared the resolution adopted.

C. The township board reviewed the standard budget as of October 12, 2015. Clerk Rossetto recommended the following amendments:

Assessor’s Salary (101-257-801-000) increase by the sum of	\$ 1,720.00
Assessor’s Software (101-257-810-000) increase by the sum of	\$ 500.00
Attorney Fee (101-266-801-000) increase by the sum of	\$ 200.00
Move \$717.83 from Public Promotion (101-101-880-000) to Planning (101-721-945-000) plus \$82.17 for a total sum of	\$ 800.00
Fire Department Capital Outlay (101-336-970.00) increase by the sum of	\$ 3,000.00
Fire department Operating Expense (101-336-811.000) <u>decrease</u> by the sum of	\$17,000.00

Upon approval of this recommendation the 2015/2016 Budget will be reduced by the sum of \$10,730.00. Clerk Rossetto made a motion to approve the amendments, Kay Dowker seconded the motion. Roll call vote. Voting yes: Kay Dowker, Emilie Stawiarski, Archie Patterson, Beverly Rossetto and John Malaski. Five yes votes, motion carried.

D. Township Hall Light Fixtures. Supervisor Malaski explained the problem with the light fixtures, the latch is broken on one of the lights and could drop at any time. Prices of various fixtures were presented. Clerk Rossetto suggested that we purchase fixtures with parabolic covers. Archie Patterson suggested that we look at LED fixtures. After some discussion, Supervisor Malaski stated that he would do further research and present the information and prices at the November meeting.

Public Comment: Gwen Sutton asked about the progress of the Rainy River Bridge, Duane Walker replied that he went to the project site every three or four days, he feels the bridge will be open around Thanksgiving.

Duane Walker asked if there was any information about Bluffs Hwy., Supervisor Malaski replied that he has not heard anything from the Bluffs Hwy. property owners.

Duane Walker asked about Assessor Joe Lavenders classification of property, Emilie Stawiarski will contact the Assessor for detailed information and put something in the winter newsletter.

Being no further comments, Kay Dowker made a motion to adjourn the meeting, seconded by Emilie Stawiarski. Five ayes votes, motion carried. Meeting adjourned at 8:17 p.m.

Next regular Township Board meeting will be held, Tuesday, November 10, 2015 at 6:30 p.m.-

Minutes taken and respectfully submitted by,

Beverly Rossetto, Township Clerk