

BEARINGER TOWNSHIP REGULAR BOARD MEETING  
17034 Town Hall Highway                      Millersburg, Michigan  
June 12, 2018 Minutes

Supervisor Patterson called the meeting to order at 6:30 pm, followed by the pledge of allegiance to the flag. Present for the meeting were Board Members Supervisor Archie J. Patterson II, Clerk Beverly Rossetto, Treasurer Emilie Stawiarski and Trustees Duane Walker and Patricia Frost. Others in attendance were Doug Phelps, Dave Cowper and Probate Judge Candidate Katy Conklin.

**Approval of Agenda:** After a few suggested changes, Emilie Stawiarski made a motion to approve the meeting agenda as amended, Patricia Frost supported the motion. Five aye votes, motion carried.

Supervisor Patterson introduced Probate Judge Candidate Katy Conklin. Ms. Conklin spoke about her background, education, career and professional achievements. As an attorney with courtroom experience she feels she can serve the community with good legal and balanced decision if elected Probate Judge of Presque Isle County. Supervisor Patterson thanked Ms. Conklin for attending the township meeting.

**Approval of Consent Agenda:** Motion made by Duane Walker to approve the Consent Agenda and pay the bills for the month of May 2018, Emilie Stawiarski supported the motion. Five aye votes, motion carried.

**May, 2018 Minutes:** Supervisor Patterson inquired if everyone had reviewed the minutes, being no corrections, Supervisor Patterson declared the minutes approved as written.

**Treasurer's Report:** Treasurer Stawiarski gave an activity report of the May 2018 financial statement. Fund balances ending May 31, 2018 were:

|    |                               |                  |
|----|-------------------------------|------------------|
| 1. | General Fund Savings Account  | \$159,122.60     |
| 2. | General Fund Checking Account | 577.70           |
| 3. | CD (Savings) Account          | 135,012.35       |
| 4. | Township Building Fund        | <u>30,063.24</u> |
|    | Total (All Accounts)          | \$324,775.89     |

A tag report was presented giving income and expenses from April 1<sup>st</sup> through May 31<sup>st</sup> for fiscal year 2018/2019. A checking and saving account has been opened at Calcite Credit Union for the financial management of Bearinger Township Property taxes. 1,200 summer newsletters have been printed and will be included with the summer property tax bills.

**Clerk's Report:** Clerk Rossetto stated that the May 8, 2018 minutes, the financial statement, balance sheet, check register and standard budget ending May 31, 2018 are available. The new election equipment will arrive July 17, 2018 and all Bearinger Township election inspectors will attend training and be certified for two years. Supervisor Patterson asked for information regarding write-in candidates and Treasurer Stawiarski asked what the deadline was to request an absentee voter's ballot. If anyone needs an absentee ballot they should contact the Township Clerk.

**Trustee's Report:** Trustee Walker gave a summary of the Onaway Area Ambulance Service meeting held May 23, 2018. The insurance proposal of a premium increase of about \$20,000.00 was addressed. The June 2018 renewal policy with the current insurance company will be renewed before any further information can be obtained from the new insurance agent. The agent for the

current insurance company will attend the July meeting to clarify the current coverage vs the new policy.

**Assessor's Report:** Supervisor Patterson read the written report from Assessor Zabik. She is currently in the process of finishing the Principal Residence Exemptions audit for parcels receiving the exemptions and reviewing parcels receiving the Qualified Agricultural Exemptions. The Assessor will keep us updated on the Assessing Reform Proposal that has been introduced to the Michigan House and Senate committees. As of July 1, 2018 all Property Transfer Affidavits (PTA's) will be tracked and copies will be forwarded to the Clerk. The summer tax export from assessing has been provided to the Equalization Department. Once it is balanced and a warrant is received and signed it will be return to the Township Treasurer for her roll.

**Supervisor's Report:** Supervisor Patterson reported that there were two funerals at the cemetery. He marked the graves and the services went off without any problems. The U.S. Census review comparing our address list with the U.S. Census address list has been completed. The Verizon telephone test unit has been returned. No further action needs to be taken on our part until the requirements of the new election equipment is determined. The Rogers City Area Ambulance Service Authority will meet June 13, 2018.

**Correspondence:** Clerk Rossetto received correspondence from Rogers City Area Ambulance Service Authority regarding Resolution 2018-2 and asked Supervisor Patterson to explain the resolution.

Treasurer Stawiarski received two correspondences regarding: 1. Direct deposit for property tax receipts. 2. Information about millage rates.

Trustee Frost received correspondence from a property owner in regards to travel trailers being parked on property for more than 30 days at a time and many trailers are being stored on lots year round. The property owner requested that a copy of the Recreational Vehicle Ordinance be sent to all property owners with the semi-annual newsletter. Trustee Frost stated that this correspondence has also been presented to the Presque Isle County Planning Commission.

Trustee Frost stated that since she has been appointed as a Planning Commission member she was required to resign from the Zoning Appeals Board.

**Old Business:** A. Cemetery Ordinance: After a brief discussion of the Cemetery Ordinance Emilie Stawiarski made a motion to table this information until our July meeting, Archie Patterson supported the motion. Five yes votes, motion carried.

B. Verizon Telephone Service: this subject was addressed in the Supervisor's report.

**New Business:** A. Presque Isle County Township Officers Association: Treasurer Stawiarski stated that she, Duane Walker and Beverly Rossetto had attended the June 5, 2018 PICTOA meeting. Treasurer Stawiarski gave a brief report on the speakers in attendance. PI County Clerk talked about the new election equipment. PI County Treasurer stated the number of delinquent parcels and talked about the installation of the BS&A software. Other speaker were from the Register of Deeds, Sheriff Department and Prosecuting Attorney's Office. Candidates for the August 7, 2018 Primary Election addressed the members in attendance. Three (3) running for Probate Judge and Two (2) for Register of Deeds

B. Postage for Summer Property Tax mailing: Emilie Stawiarski made a motion to approve \$750.00 for the purchase of postage stamps, Duane Walker supported the motion. Roll call vote: Voting yes were Duane Walker, Archie Patterson, Emilie Stawiarski, Patricia Frost and Beverly Rossetto. Five yes votes, motion carried.

C. Michigan Township Officers Association membership: Beverly Rossetto make a motion to approve the Association's membership dues, Emilie Stawiarski supported the motion. Roll call vote: Voting yes were Duane Walker, Archie Patterson, Emilie Stawiarski, Patricia Frost and Beverly Rossetto. Five yes votes, motion carried.

D. Mileage claim for State Assessing Training: Emilie Stawiarski made a motion to approve the Supervisor's mileage claim, Beverly Rossetto supported the motion. Roll call vote: Voting yes were Duane Walker, Archie Patterson, Emilie Stawiarski, Patricia Frost and Beverly Rossetto. Five yes votes, motion carried.

E. Review of Bearinger Township Master Plan: Supervisor Patterson gave each board member a disc of the Master Plan for review and stated that any up-date of the Master Plan will be on the agenda for our July 10, 2018 meeting. After our review of the Master Plan it will be sent to Presque Isle Planning Commission for their files.

F. Township Secondary Roads: Trustee Frost presented information from the Road Commission for the cost to gravel a section of Balch Road & Beach Highway. Trustee Frost suggested that the cost for this project be budgeted in the 2019/2020 township budget, Clerk Rossetto supported the suggestion. Roll call vote: Voting No were Duane Walker, Archie Patterson and Emilie Stawiarski. Voting yes were Patricia Frost and Beverly Rossetto. Three (3) No votes and Two (2) yes votes. Motion failed.

G. Change the Property Tax Collection Threshold to Match the County's Threshold. Treasurer Stawiarski made a motion to increase the collection threshold to the sum of \$2.50 to match the County. Five yes votes, motion carried.

H. Update Bearinger Township Policy Manual. After a brief discussion and amendments to the Poverty Guidelines and Cemetery Guidelines, Duane Walker make a motion to correct the Handbook as amended, Emilie Stawiarski supported the motion. Five yes votes, motion carried.

I. July 2018 Board of Review Date: To comply with Board of Review guidelines the published date of Monday, July 16, 2017 must be changed to Tuesday, July 17, 2018. Duane Walker made and motion to change the date, Archie Patterson supported the motion. Five yes votes, motion carried.

**Public Comment:** Katy Conklin had questions about the cost of the BS&A \$2.00 charge for information from the county regarding residential property.

Being no further comments, Beverly Rossetto made a motion to adjourn the meeting, motion supported by Emilie Stawiarski. Five aye votes, motion carried. Meeting adjourned at 8:03pm.

Next regular Township Board meeting will be held, Tuesday, July 10, 2018 at 6:30pm.

Minutes taken and respectfully submitted by,

*Beverly Rossetto*

Beverly Rossetto, Township Clerk