

Negaunee Township 2020-2021 Annual Budget Hearing

March 26, 2020

Page 1

Call to Order

The Budget Hearing of the Negaunee Township Board was called to order at 6:00 p.m. by Gary Wommer with the Pledge of Allegiance. A Roll Call vote was taken indicating:

Present: Gary Wommer, Kathy Carlson, Patrick Moyle, Rachel Sertich (in person)
Thyra Karlstrom (via Zoom)

Nick Leach, Township Manager (via Zoom)

Absent: None

Public Comment

None

Proposed Budgets

The following proposed budgets were individually reviewed:

- | | |
|--------------------------|--------------------|
| 1) General Fund | 6) Recreation Fund |
| 2) Brownfield Fund | 7) Road Fund |
| 3) Community Center Fund | 8) Sanitation Fund |
| 4) Fire Fund | 9) Water Fund |
| 5) Liquor Fund | |

Upon motion of Kathy Carlson, seconded by Patrick Moyle, the 2020-2021 *proposed* budgets as amended were approved for presentation at the Township's 2020 Annual Meeting. Motion Carried *with Thyra Karlstrom abstaining due to it being her first official Board meeting.*

Truth in Taxation

Upon motion of Patrick Moyle, seconded by Rachel Sertich, it is the intent of the Township Board to levy the following taxes for the 2020-2021 Fiscal Year based on the following levy amounts not to exceed:

Township Operating	1.35420
Recreation	1.12200
Community Center	0.82930
Roads	0.97570
Roads – Improvement Millage	1.50740
Fire	<u>2.50000</u>
TOTAL	8.28860

Motion Carried

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
(*Thyra Karlstrom abstaining*)

Annual Salary Schedule

Upon motion of Patrick Moyle, seconded by Kathy Carlson, the Negaunee Township Board submits the following salary schedule for the fiscal year commencing April 1, 2020 and ending March 31, 2021 to be approved at the Annual Meeting: Supervisor \$20,000 per year, Clerk \$19,000 per year, Treasurer \$19,000 per year, and Trustee \$7,500 per year. Motion Carried. Aye: 4 Nay: 0 Absent: 0 Abstain: 1
(*Thyra Karlstrom abstaining*)

Adjournment

No further business appearing and upon motion of Rachel Sertich, seconded by Patrick Moyle, the Budget Hearing was adjourned at 6:07 p.m. Motion Carried.

Respectfully submitted,

Rachel Sertich
Clerk

Negaunee Township 2020 Annual Meeting

March 26, 2020

Page 1

Call to Order

The Annual Meeting of the Negaunee Township Board was called to order at 6:08 p.m. by Gary Wommer. A Roll Call vote was taken indicating:

Present: Gary Wommer, Kathy Carlson, Thyra Karlstrom (via Zoom) Patrick Moyle and Rachel Sertich.

Absent: None

2019 Budget & Annual Meeting Minutes

The minutes of the March 28, 2019 Budget Hearing and 2019 Annual Meeting were reviewed. Upon motion of Patrick Moyle, seconded by Rachel Sertich, the minutes as presented were approved. Motion Carried *with Thyra Karlstrom abstaining.*

Public Comment

None

Budget Approval

Upon motion of Kathy Carlson, seconded by Patrick Moyle, approval was given to adopt the 2020-2021, 2021-2022 and 2022-2023 Fiscal Year Budgets for all funds as approved at the Township Budget Hearing.

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
Motion Carried *with Thyra Karlstrom abstaining.*

Annual Budget Amendments

Upon motion of Rachel Sertich, seconded by Patrick Moyle, budget adjustments for the 2019-2020 were approved, a copy of which is maintained in the Township budget files.

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
Motion Carried *with Thyra Karlstrom abstaining.*

Annual Salary Schedule

Upon motion of Rachel Sertich, seconded by Kathy Carlson, approval was given to set the following Board salary schedule for the fiscal year commencing April 1, 2020 and ending March 31, 2021 to be approved at the Annual Meeting: Supervisor \$20,000 per year, Clerk \$19,000 per year, Treasurer \$19,000 per year, and Trustee \$7,500 per year.

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
Motion Carried *with Thyra Karlstrom abstaining.*

Authorization Resolutions

WHEREAS, the electors of the Township of Negaunee, at its Annual Meeting, empower the Township Board to buy or sell property as deemed in the best interest of the Township;

And, WHEREAS, the Township Board requires a depository for its funds;

And, WHEREAS, the Township desires to appoint Legal Counsel;

And, WHEREAS, the Township desires to appoint an Auditor;

And, WHEREAS, the Township desires to approve checking accounts;

LET IT BE KNOWN that at the 2019 Annual Hearing held on March 28, 2019 the following motions were made and approved:

- 1) Approve Buying & Selling of Property Upon motion of Jeff Kontio, seconded by Patrick Moyle, Township officials are empowered to Buy or Sell property as deemed necessary and in the best interest of the Negaunee Township. Aye: 4 Nay: 0 Absent: 0 Abstain: 1 Motion Carried *with Thyra Karlstrom abstaining.*

Negaunee Township 2020 Annual Meeting

March 26, 2020

Page 2

- 2) **Designate Depository** Upon motion of Jeff Kontio, seconded by Rachel Sertich, approval was given to appoint mBank, Range Bank, River Valley Bank, Flagstar Bank and Michigan Cooperative Liquid Assets Securities System as depositories for Negaunee Township Funds. Aye: 4 Nay: 0 Absent: 0 Abstain: 1 Motion Carried *with Thyra Karlstrom abstaining.*
- 3) **Designate Attorney** Upon motion of Jeff Kontio, seconded by Kathy Carlson, approval was given to appoint the law firm of Fahey Schultz Burzych & Rhodes, PLC and Marybeth Marin of Marin Law Firm, as legal counsel for Negaunee Township. Aye: 4 Nay: 0 Absent: 0 Abstain: 1 Motion Carried *with Thyra Karlstrom abstaining.*
- 4) **Designate Auditors** Upon motion of Jeff Kontio, seconded by Patrick Moyle, approval was given to contract with Anderson, Tackman & Company, PLC as Negaunee Township Auditors for the 2019-2020 Fiscal Year (\$10,500 for 3/31/20 Audit). Aye: 4 Nay: 0 Absent: 0 Abstain: 1 Motion Carried *with Thyra Karlstrom abstaining.*
- 5) **Approve Township Checking Accounts** Upon motion of Jeff Kontio, seconded by Patrick Moyle, approval was given for the following Township checking accounts:
 - Brownfield Fund Checking Account
 - Community Center Security Deposit Checking Account
 - Tax Fund Checking Account
 - Trust & Agency Checking Account
 - Water “Pooled” Checking Account
 - Water Operations & Maintenance Checking Account
 - General Fund “Pooled” Checking Account
 - 2018 Capital Improvement Road Construction Checking Account
 - 2018 Bond – Road Debt Service Checking Account
 - 2018 Capital Improvement Road Construction Checking Account
 - 2018 Bond Road Debt Service Check Account

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
Motion Carried *with Thyra Karlstrom abstaining.*

Committee Approvals

Board members reviewed the various Township Committees. Upon motion of Russ Williams, seconded by Al Reynolds, the following individuals are appointed to the Committees indicated, to serve in that capacity until the next Township Annual meeting or until their successor has been appointed, with appropriately staggered terms for the Planning Commission members.

<p style="text-align: center;"><u>Planning Commission</u></p> <p>Lisa Petersen Al Reynolds Jim Thams Paul Wolfson Thyra Karlstrom (<i>Bd. Liaison</i>) Linda Olsen *</p>	<p style="text-align: center;"><u>Zoning Board of Appeals</u></p> <p>Michael Bath Steve Laine Lisa Peterson Linda Olsen (<i>Alternate & Secretary</i>)</p>	<p style="text-align: center;"><u>Board of Review</u></p> <p>William Carlson Bill Michelin Wayne Moilanen Paul Wolfson (<i>Alternate</i>) Twp. Supervisor (<i>Secretary</i>)</p>	<p style="text-align: center;"><u>Brownfield Committee</u></p> <p>Greg Johnson Kevin Jokinen Mike Lempinen Eugene Maki James Thams Nick Leach, Zoning Admin.</p>	<p style="text-align: center;"><u>Wellhead Protection Committee</u></p> <p>Steve Laine James Lounds George Saip Water Supervisor Kathy Carlson (<i>Bd. Liaison</i>) Nick Leach Zoning Admin Dick Supina, TES Linda Olsen *</p>	<p style="text-align: center;"><u>Personnel Committee</u></p> <p>Dale Rogers, Comm Ctr Rachel Sertich, Twp Bd Patrick Moyle, Twp Bd Russ Williams, Twp Emp Tiffany Filbrandt, Twp Emp Lisa Peterson, Twp Res.</p>
<p style="text-align: center;"><u>Community Center Board</u></p> <p>Patrick Moyle (<i>Bd. Liaison</i>) Jackie Shier *</p>	<p style="text-align: center;"><u>Emergency Management Coordinator</u></p> <p>Twp Supervisor</p>	<p style="text-align: center;"><u>Fire Auxiliary</u></p> <p>Ray Ball William Carlson Earl Pleau</p>	<p style="text-align: center;"><u>Utility Review Committee</u></p> <p>Gary Wommer</p>	<p style="text-align: center;"><u>Recreation Committee</u></p> <p>Jason Makinen, Chair Steve Ayotte Chris Lunseth John Makinen Steve Olsen Mike Rivord Dale Rogers P. Moyle (<i>Bd. Liaison</i>) Jackie Shier *</p>	

* (Non-Voting Sec)

Aye: 4 Nay: 0 Absent: 0 Abstain: 1
Motion Carried *with Thyra Karlstrom abstaining.*

Negaunee Township 2020 Annual Meeting

March 26, 2020

Page 3

Old Business

None

New Business

None

Adjournment

No further business appearing and upon motion of Kathy Carlson, seconded by Rachel Sertich, the Annual Meeting was duly adjourned at 6:17 p.m.

Respectfully submitted,

Rachel Sertich
Clerk

Negaunee Township Regular Board Meeting – March 26, 2020

Call to Order

Gary Wommer, Township Supervisor, called the meeting to order at 6:18 p.m.. Other Board members present included Kathy Carlson, Patrick Moyle and Rachel Sertich (in person).

Thyra Karlstrom (via Zoom)
Nick Leach, Township Manager (via Zoom)

Absent: None

Consent Agenda

Upon motion of Kathy Carlson, seconded by Rachel Sertich, the Consent Agenda was approved. Motion Carried

- Minutes of the Regular meeting held on March 16, 2020.
- Clerks Bills and Claims:

<u>Account</u>	<u>Item Numbers</u>
Security Deposit	1017
Combined Water	1113-1114
GF Pooled Checks	3158-3220
• Direct Deposit Payroll	DD209-DD236
• EFT Items	EFT89-EFT102
• Electronic (E)	141-152
Tax Checks	2327-2341
Trust & Agency	2395-2396
Water Checks	8466-8475
• Electronic (E)	<u>19-23</u>
TOTAL:	<u>\$ 1,230,527.40</u>

Agenda

Board members reviewed the Agenda which was shortened due to COVID-19 concerns. Upon motion of Kathy Carlson, seconded by Rachel Sertich, the amended agenda as presented was approved. Motion Carried.

Public Comment

None

Old Business

None

New Business

Water Rate – Annual Adjustment The Supervisor noted the annual water rate adjustment needed to be implemented based on the approval of the Water Department’s 2020-2021 fiscal year budget, which is used to calculate the rate. Upon motion of Patrick Moyle, seconded by Rachel Sertich, approval was given for the Township to establish water rates as a Basic Rate of \$21.48 (prior rate \$20.61) per month with a cost of \$7.46 per thousand gallons (prior rate of \$6.72) effective April 1, 2020 with the first billing to occur at the end of April / beginning of May, 2020. Motion Carried

Wage Matrix – Annual Update Board members discussed the annual increase in the Negaunee Township wage matrix. Upon motion of Patrick Moyle, seconded by Kathy Carlson, approval was given to increase all wage matrix hourly rate designations by 2% effective April 1, 2020. Motion Carried.

COVID-19 Executive Order 2020-21 Board members discussed Michigan Governor's Executive Order 2020-21 dealing with the current COVID-19 virus situation.

- Water / Public Works Administrator deemed essential worker
- Trail Maintenance - Comm Ctr / Parks & Rec Maintenance Lead Worker deemed essential worker
- Seasonal workers – Non essential
- Office Clerk / Administrative Assistant – currently working ½ time @ full-time pay
- Township Manager did some research of surrounding communities

Upon motion of Patrick Moyle, seconded by Rachel Sertich, front office staff will remain on a 4 hour per day schedule unless hours need to increase on an “as needed” basis. Motion Carried.

Reports

Fire Department Report Jeff Kontio, Fire Chief, was in attendance and provided a Fire Department report for February, 2020 including noting there had been 17 calls for the month of February (31 year-to-date). In addition, there is new protocol in place where only one individual will enter a building and will wait for the fire truck to arrive before doing so.

Additional Public Comment

None

Next Meetings

The next scheduled Township Board Meeting will be determined based on the COVID-19 developments and may be held via Zoom at some point in May, 2020.

Adjournment

No further business appearing and upon motion of Patrick Moyle, seconded by Rachel Sertich, the meeting was duly adjourned at 6:52 p.m.

Respectfully submitted,

Rachel Sertich
Negaunee Township Clerk