

Negaunee Township Regular Board Meeting – December 13, 2017

Call to Order

William Carlson, Township Supervisor, called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Other Board members present included Kathleen Carlson, Patrick Moyle, Rachel Sertich and Gary Wommer.

Absent

None

Agenda

The Agenda was updated to include: New Business (c) – Township Board Policy, Old Business (e) – Licensing Application Fee, (f) Delay – Medical Marijuana Licensing, and (g) Dilapidated Property. Upon motion of Patrick Moyle, seconded by Kathy Carlson, the revised Agenda as presented was approved. Motion Carried.

Approval of Minutes

Board members reviewed the minutes for the Regular Board Meeting held on November 9, 2017 and the Special Board meeting held on November 28, 2017. The Clerk noted a minor one word spelling correction had occurred in the 11/28/17 minutes. Upon motion of Kathy Carlson, seconded by Patrick Moyle, the revised minutes for 11/9/17 and 11/28/17 were approved. Motion carried.

Public Comment

None

Old Business

Bid & Quotes Policy Board members reviewed the proposed Bids & Quotes Policy which had had some revisions since the Policy provided at the November, 2017 Board meeting and with a minor spelling correction on Page 1. Upon motion of Gary Wommer, seconded by Rachel Sertich, the Negaunee Township Bids & Quotes Policy as revised was approved.

Aye: W Carlson, K Carlson, P Moyle, R Sertich & G Wommer
Nay: None
Motion Carried

Legal Services Board members reviewed bids for legal services from Fahey Schultz Burzych Rhodes PLC / Ted Greeley of Casselman & Henderson PC and Superior Law PLLC (Antonio Ruiz was in attendance). After discussion and upon motion of Gary Wommer, seconded by Kathy Carlson, approval was given to accept the joint proposal from Fahey Schultz et al and Ted Greeley of Casselman & Henderson PC. Motion Carried.

Township Board Policy Kathy Carlson reviewed information on a draft Township Board Policy. She encouraged the Board to continue to move forward on a monthly basis putting policies and procedures in place. She asked Board members to review the draft and provide her with input so the Township Board Policy could be brought back for discussion at the January, 2018 Board meeting.

New Business

Alternate – Superior Trade Zone Board members discussed the need to have a Township alternate for the Superior Trade Zone. Upon motion of Rachel Sertich, seconded by Gary Wommer, Negaunee Township Zoning & Brownfield Administrator Nick Leach was appointed as the Township alternate to the Superior Trade Zone effective immediately. Motion Carried.

Repeal – 2011 Medical Marihuana Ordinance With the new Ordinance to Authorize and Regulate the Establishment of Medical Marihuana Facilities being adopted at the November, 2017 Board meeting, the Township Planning Commission recommended the 2011 Medical Marihuana Ordinance be repealed. Upon motion of Gary Wommer, seconded by Kath Carlson, approval was given to repeal the 2011 Negaunee Township Medical Marihuana Ordinance effective immediately.

Aye: W Carlson, K Carlson, P Moyle, R Sertich & G Wommer
Nay: None
Motion Carried

Zoning Ordinance Text Amendments Board members reviewed proposed amendments to Zoning Ordinance text including: 1) Definitions, 2) Article III Conditional Use, 3) Section 1005H and 4) Section 1109. The Planning Commission had voted unanimously to send the amendments to the Township Board for adoption. Upon motion of Gary Wommer, seconded by Rachel Sertich, approval was given to adopt the Zoning Ordinance Text Amendments reviewed at the Planning Commission Public Hearing on November 27, 2017.

Aye: K Carlson, P Moyle, R Sertich & G Wommer
Nay: W Carlson
Motion Carried

Water Hookup Special 1” and 2” Water Lines - May 1 to September 30, 2018 Board members discussed continuing the 2017 special Water Hook-Up Fee Schedule for both 1” and 2” services from May 1 to September 30, 2018. Upon motion of Patrick Moyle, seconded by Gary Wommer, approval was given to adopt the new 1” service hook-up cost of \$5,622 and the new 2” service hook-up cost of \$6,764 effective May 1, 2018, and with the \$2,250 water main access tap in fee to be waived from May 1, 2018 – September 30, 2018 as a continued incentive for property owners to become Negaunee Township water customers. Motion Carried.

Medical Marihuana Facility License Application Fee Board members discussed at length establishing a Medical Marihuana Application Fee for each license category. During discussion it was noted the Township could revise the fee at a future time if need. Upon motion of Gary Wommer, seconded by Kathy Carlson, approval was given to establish the Negaunee Township Medical Marihuana Application Fee at \$5,000 for each license category. Motion Carried *with William Carlson casting a negative vote.*

Delayed Medical Marihuana Licensing – 1st Month Only The Board reviewed the timeframe for issuing Medical Marihuana Licenses. Due to the holiday schedule it would be difficult for Township personnel to complete the necessary processing of applications within a 15 day period during December, 2017. Upon motion of Gary Wommer, seconded by Patrick Moyle, approval was given for Township personnel to have a 30 day period to process Medical Marihuana Licenses for the first calendar month of the procedure to allow sufficient time to complete the required due diligence. Motion Carried.

Dilapidated Buildings Board member Gary Wommer noted the Fahey Schultz law firm had successfully dealt with dilapidated buildings, and he was wondering if the Township could pursue several properties within the Township boundaries which should be addressed. It was noted the Township Zoning Administrator has the authority to move forward with these types of issues.

Reports

Community Center Board Patrick Moyle, Board Liaison to the Community Center Board (CCB), noted no meeting had been held yet in December.

Tractor Bid RFP Patrick Moyle and Gary Wommer had assisted the CCB with revising the RFP to request bids for a new tractor. The revised information had been shared with individuals who had assisted with drafting the initial document, and they seemed to approve with how the document had been amended. Upon motion of Patrick Moyle, seconded by Gary Wommer, approval was given for the CCB to move forward with publishing and obtaining bids for a new tractor based on the revised RFP. Motion Carried.

Fire Department Report Fire Chief Jeff Kontio was in attendance and reviewed his Fire Department report dated December 14, 2017. Highlights included: 1) 9 calls for the month of November 2017 (124 year-to-date), 2) training for the month was combined Fire / EMS patient packaging, lifting and carrying, and 3) the Fire Chief requested a master key for the Township in order for the Department to have access to all areas of Township buildings in case of emergency – with the request to be forwarded to the Community Center Board as they are responsible for the distribution of building keys.

Water Report The Water Department report for November, 2017 was review by the Township Water Department Supervisor, Russ Williams. Highlights included: 1) the Water Department / CCB Intern had passed the water test and was now a Michigan certified water operator, 2) 11 Miss Digs had been conducted during the month of November, 3) the Department had assisted the Treasurer with preparation of the Winter Tax Bills, and 4) work was ongoing with Traverse Engineering to provide specifications for the pump house generator.

Clerk Report(Bills, Claims)

Water Fund Checks #8037 through #8054 totaling \$15,441.61 were reviewed. Upon motion of Patrick Moyle, seconded by Kathy Carlson, the Water fund checks as presented were approved. Motion Carried.

General Fund checks #27350 through #27397 totaling \$597,663.61 and ACH information for the month of November, 2017 totaling \$13,392.68 were reviewed. The Clerk noted the new MBank checks for December 1-12, 2017 were not pulling into the report and would be provided at the January, 2018 Board meeting. Upon motion of Gary Wommer, seconded by Patrick Moyle, General Fund checks and ACH items with a grand total of \$611,056.29 as presented were approved. Motion Carried.

Negaunee Public Library Drop Box The Clerk noted she had heard from Jessica Holman, Director of the Negaunee Public Library, regarding the usage of the newly installed drop box. Ms. Holman indicated only 1 book had been returned in November, but 32 donations had been dropped off in the box. The Clerk suggested the Township should continue to advise residents of the drop box including, perhaps, adding a line item on sanitation / water billings, updated information on the Township's website and Facebook account, and an informational column in the next Township newsletter.

Planning Report Gary Wommer, Board Liaison, and Nick Leach, Zoning Administrator, were in attendance and noted the most recent Planning Commission meeting held on November 27th (Public Hearing) dealt with proposed amendments to the Zoning Ordinance addressed earlier in the meeting.

Assessor's Report Assessor, Susan Bovan, provided a written report dated November 30, 2017 which highlighted: 1) Field Work and New Construction, 2) Supplemental Special Assessment Report, 3) Continuing Education, and 4) December Board of Review including 2 PRE's and 7 land transfers which were uncapped..

Treasurer's Report A written report from Treasurer, Kathy Carlson, was reviewed by the Board members. Highlights included: 1) continued work to invest excess Township funds into time

deposits, 2) movement of General Fund Pooled checking account and the Security Deposit checking account funds to MBank, 3) work to update the Bids & Quotes Policy and draft Township Board Policy, 4) the 2017 Winter Tax Roll had been finalized with appreciation to the Township staff who assisted with the process, and 5) Tax Collection was now underway.

Supervisor's Report Supervisor Carlson provided an update on Township activities since the last Board meeting. He also indicated he would be traveling out of town from December 14th to the 19th but would be in daily contact with the Township office and would be available via cell phone if need be.

Brownfield Authority No meeting held, however, the Brownfield Administrator noted a purchase agreement had been signed for the Sawmill Road property.

Wellhead Protection Committee No meeting and no new update.

Roads Gary Wommer noted the additional survey work as approved in Amendment No. 1 to the contract with UP Engineers and Architects had been completed. In addition, he and the Treasurer had been on a joint call with the bonding professionals with an anticipated April, 2018 bid date. The Treasurer noted the Bond Resolution for approximately \$3 million will be brought to the January, 2018 Board meeting. Currently the Township is anticipating the bond to be taken out for 15 years at an approximate interest rate of 2.5%.

Advisory Trial Committee Al Reynolds noted the Iron Ore Heritage Trail Authority had received funding for the new weather shelters to be built along the Trail. Survey work was beginning in order to have the sites ready for construction in the Spring of 2018.

Personnel Committee No meeting held.

- **Blue Cross Blue Shield (BCBS) – New Employee Health Insurance Plan** The Clerk noted she had been contacted by Heather Moser, the Township's contact with VAST, regarding a minor issue with the new health insurance plan adopted at the 11/28/17 Special Board Meeting. Blue Cross Blue Shield requires municipalities to have their insurance plans on the same anniversary date. Because Negaunee Township currently had a dental plan through BCBS with an anniversary date of December 1st, the Township's new health plan would need to have the same anniversary date. To comply with this requirement would entail having the Township move from the 2018 BCBS SB HSA PPO Gold 1350 Plan to the 2017 BCBS SB HSA PPO 1300 Plan would result in a minimal cost savings to the Township as the pricing would be 2017 rates versus 2018 rates. Upon motion of Patrick Moyle, seconded by Gary Wommer, approval was given for Negaunee Township to modify the new employee health insurance plan from the 2018 BCBS SB HSA PPO Gold 1350 Plan to the 2017 BCBS SB HSA PPO 1300 Plan in order for the health insurance plan to match the 12/1/17 anniversary date of the Township's current BCBS dental plan as required by Blue Cross Blue Shield. Motion Carried.

Emergency Management Report Mr. Carlson noted addresses were up-to-date.

Correspondence

- UMERC Information dated 11/10/17 regarding approved generating station
- UP Engineers & Architect –Contract Amendment #1 (Approved at 11/28/17 Board Meeting)
- Letter of Appreciation to Chris Tracy
- US Department of Transportation letter dated 11/28/17 – Noting Township Letter of Support for City of Ishpeming roundabout construction project

Public Comment

None

Informational Item

- 2017 STIP – Marquette County
- Central Dispatch Minutes 10/19/17
- Michigan House & Senate - Pension Plans / OPEB Reform Bills

Board Member Comments

Kathy Carlson took the opportunity to wish everyone a Merry Christmas.

Next Meeting

The next regularly scheduled Township Board Meeting will be held on Thursday, January 11, 2018, beginning at 7:00 p.m.

Adjournment

No further business appearing and upon motion of Rachel Sertich, seconded by Gary Wommer , the meeting was duly adjourned at 9:00 p.m.

Respectfully submitted,

Rachel Sertich
Negaunee Township Clerk