

## Negaunee Township Regular Board Meeting – July 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 Kathy Carlson, Patrick Moyle, Rachel Sertich and Gary Wommer

Absent: None

### Agenda

Upon motion of Patrick Moyle, seconded by Gary Wommer, the agenda as presented was approved. Motion Carried.

### Approval of Minutes

Board members reviewed the minutes for the Regular Board Meeting held on June 8, 2017. Upon motion of Kathy Carlson, seconded by Patrick Moyle, the minutes as presented were approved. Motion Carried.

### Public Comment

None

### Old Business

North Road / Hardwood Lane Fog Seal Board members discussed the recommendation from the Marquette County Road Commission to include the cost to fog seal in the 2017 roadwork bid for the roads having chip sealing work completed. Upon motion of Rachel Sertich, seconded by Kathy Carlson, approval was given to include the cost of fog sealing for North Road (Negaunee City limit to Kivela Road) and Hardwood Lane at a cost of \$7,521.36. Motion Carried.

### New Business

Water Crossing – Co. Rd. 510 at Plateaux Drive A cost estimate proposal from A. Lindberg and Sons was reviewed to complete a water main crossing on Co.Rd. 510 during reconstruction of the roadway. Upon motion of Rachel Sertich, seconded by Gary Wommer, A. Lindberg & Sons was authorized to construct a water main crossing on Co.Rd. 510 to service the Plateaux Drive area at a cost of \$14,500. Motion Carried.

Write Off – A1 Hauling Tipping Fee Board members reviewed information showing A-1 Hauling owed the Township \$1,764.30 for tipping fees. The balance has been on the Township books for several years, but the business is no longer in existence. Township personnel have not been able to locate / contact the prior owner. Upon motion of Kathy Carlson, seconded by Patrick Moyle, approval was given to write off the tipping fee owed to the Township by A-1 Hauling in the amount of \$1,764.30. Motion Carried.

Office Security Policy Discussion took place regarding the need to have an Office Security Plan in place should an office security issue arise. Kathy Carlson indicated she would reach out to Lowell Larson at the County Sheriff's Department for assistance in developing a plan.

North Country Disposal Holiday Hours Board members were advised North Country Disposal wished to keep the Township's Monday and Tuesday pickup as scheduled even when a holiday falls on the date. The Township will work to make sanitation customers aware of this schedule.

Verification of Sanitation Customers Board member Wommer discussed sanitation customers and recommend the Township verify those households receiving garbage pickup. Upon motion of Rachel Sertich, seconded by Kathy Carlson, Township personnel were authorized to develop a plan to verify those households receiving garbage pickup are paying customers for the service. Motion Carried.

## **Reports**

**Community Center Board** Patrick Moyle, Board Liaison to the Community Center Board (CCB), provided an update for the meeting held on July 10, 2017. Highlights included: 1) bids had been received for work to be performed developing the 5-Year Plan, however, the item was tabled until additional information could be received, 2) the outdoor restroom facilities had been cleaned / emptied and the sequence for servicing will be increased, 3) the CCB Treasurer will work with the Township Treasurer and Clerk on proper expense account coding, and 4) Stonehouse Builders was authorized to install a new window in the concession stand at a cost not to exceed \$2,000.

**Fire Department Report** Jeff Kontio, Fire Chief, was in attendance and reviewed his report dated July 13, 2017. His report noted: 1) 16 calls for the month of June (66 calls year to date), 2) training for the month was truck response and fire scene size-up and strategy, 3) construction on the fire hall addition is complete and cleanup and move-in is in process, and 4) National Night Out will be held on August 3<sup>rd</sup> from 6:30 pm- 8:00 pm.

**Water Report** Russ Williams, Water Department Supervisor, reviewed his written Water Department Report dated June, 2017. Items highlighted included: 1) 51 Miss Digs for the month, 2) water samples had been collected from the observation wells, 3) partial chemistry samples for the DEQ were collected and sent in, 4) the demand charge on the electric bill had been eliminated, however, the cost per kilowatt had increase from \$.112 to \$.155 meaning the overall savings was not as much as had been anticipated, 5) the Water Clerk was successfully working to collect delinquent accounts, and 6) a safety inspection had been completed on the Water Department truck and new tires had been installed on the vehicle.

### **Clerk Report(Bills, Claims)**

Water Fund checks #7948 through #7964 totaling \$13,423.64 were reviewed. Upon motion of Gary Wommer, seconded by Patrick Moyle, the Water fund checks as presented were approved. Motion Carried.

General Fund checks #26833 through #26945 totaling \$125,940.71, and ACH information for the month of June, 2017 totaling \$13,421.09 were reviewed. Upon motion of Kathy Carlson, seconded by Patrick Moyle, the General Fund checks and ACH with a grand total of \$139,361.80 as presented were approved. Motion Carried.

Additional items highlighted by the Clerk included: 1) Quarterly tax reporting and payments were in process, 2) information will be compiled on the new Road Millage request for placement on the Township's website, 3) the annual CPA Audit is underway, 4) election workers will receive training on the new voting equipment on Thursday, July 20<sup>th</sup>, and 5) per Michigan Public Act 530 the Annual Summary Report of Retirement System is being compiled and will be submitted to the State no later than July 28, 2017.

**Planning Report** Gary Wommer, Board Liaison, provided an update on the Planning Commission meeting held on July 11, 2017. Items highlighted included: 1) continuing work on the grading ordinance, 2) continuing work on a new Zoning Compliance Permit, and 3) the Commission will again review the Medical Marijuana Ordinance language.

**Assessor's Report** Susan Bovan, Assessor, provided a written report dated June, 2017 which highlighted: 1) yearly operations, 2) July Board of Review, 3) AMAR follow-up, and 4) documentation of time working from home.

**Treasurer's Report** Kathy Carlson, Treasurer, in her reported dated July 13, 2017, addressed items in the Treasurer's Department. Some of the highlights included: 1) prepared and printed 2017 Summer Tax Roll including bills for front files and mailing, 2) worked on Wage Scale implementation, 3) worked on improving the detail of the combined water account, and 4) worked with BS&A on how to import delinquent real property taxes from the County and how to export tax bills to mortgage companies. A listing of bank account balances as of 6/30/17 was also provided.

**Supervisor's Report** William Carlson, Township Supervisor, provided an update on Township activities since the last Board meeting.

**Brownfield Authority** No meeting held.

**Wellhead Protection Committee** No meeting held.

**Roads** Gary Wommer noted provided Board members with a draft of the Proposed New 1.55 mills Road Millage to be placed on the November 7, 2017 ballot. The Clerk will compile the necessary Resolution information to be presented at the August, 2017 Board meeting at which time the ballot language can be adopted for forwarding to the Marquette County Clerk's office for inclusion on the November ballot.

Mr. Wommer also noted he had also attended the Co.Rd. 510 project kickoff meeting (reconstruction from Co.Rd. 502 to Hardwood Lane). The project start date is currently set for July 31<sup>st</sup>.

**Advisory Trial Committee** No report provided.

**Personnel Committee** Rachel Sertich, Chairperson, noted a meeting was held on June 22, 2017 with discussion topics including: 1) wage / salary scale, 2) employee travel benefits, 3) Policy updates, and 4) Water / CCB Assistant job description. The next meeting is tentatively scheduled for Thursday, August 3<sup>rd</sup>, at 4 p.m.

**Emergency Management Report** Mr. Carlson noted address changes had been updated.

### **Correspondence**

- SEMCO

### **Informational Items**

- County Brownfield
- MSP – Asset Forfeiture

### **Board Member Comments**

Gary Wommer noted when individuals meet with Township personnel in any capacity, the visitors (whether Township residents or not) should be respectful and professional. Should they create any type of office disruption, they should be asked to leave the Township offices and return when they conduct themselves in a calm manner.

### **Next Meetings**

The next regularly scheduled Township Board Meeting was moved to be held on Thursday, August 10, 2017 beginning at 7 p.m. at the Negaunee Township Hall.

### **Adjournment**

No further business appearing, the meeting was duly adjourned at 8:52 p.m.

Respectfully submitted,

Rachel Sertich  
Negaunee Township Clerk