

Negaunee Township Regular Board Meeting – August 9, 2018

Call to Order

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

Excused Absence

William Carlson

Agenda

Board members reviewed a revised agenda. Upon motion of Gary Wommer, seconded by Patrick Moyle, the revised Agenda as presented was approved. Motion carried.

Approval of Minutes

Board members reviewed the revised minutes for the Regular Board Meeting held on July 12, 2018 which included adding in the Parcel ID number for the property situated on US 41 and corrected the dates of the UP North Summit to August 1-2, 2018. Upon motion of Patrick Moyle, seconded by Kathy Carlson, the revised minutes as presented were approved. Motion carried.

Public Comment

None

Old Business

Budget Policy Board members reviewed the draft Budget Policy. Upon motion of Gary Wommer, seconded by Patrick Moyle, the Budget Policy as presented was approved. Motion Carried.

Sheriff Contract Options Board members reviewed information from the Marquette County Sheriff's Department with regards to the cost to contract out a full-time or part-time Deputy. The cost ranged from \$47,500 to \$95,000 annually – not including a vehicle. Board members questioned the price breakdown which included \$16k for holiday and sick leave accruals, and why these costs were not included in the 2,080 hours allocated for pay. This item was tabled and Board members ask the Supervisor to seek clarification on the payroll breakdown, along with information being obtained from other municipalities regarding the method they use to have police on staff.

New Business

Training Information for the MTA On the Road training seminar to be held October 9th in Houghton was reviewed. Upon motion of Gary Wommer, seconded by Patrick Moyle, approval was given for the Township Treasurer to attend the training at a cost not to exceed \$175 (including mileage). Motion Carried.

Assessor Contract Amendment Board members reviewed a proposed amendment to the Assessor's Contract which would increase the contract by \$15,360 per year and increase the number of days the Assessor is in the Township office and doing field work. The increase was a result of additional work required to deal with errors found on legal descriptions and building omissions. Upon motion of Gary Wommer, seconded by Kathy Carlson, approval was given to amend the Assessor's Contract effective September 1, 2018 to increase the annual wage by \$15,360 and to increase the days the Assessor is in the office to one day a week and conducting field work on the 2nd and 4th Wednesday each month. Motion Carried.

Depositories Policy Upon motion of Gary Wommer, seconded by Kathy Carlson, approval was given to adopt the revised Depositories Policy. Motion Carried.

UP Engineers & Architects (UPEA) – Agreement for Limited Professional Services – 2019 Road Project / Hoist Dam Roads Board members reviewed information dated 7/19/18 from UPEA for limited professional services associated with work to be performed on the 2019 Road Project for Hoist Dam Road. Upon motion of Gary Wommer, seconded by Patrick Moyle, approval for given to enter into an agreement with UPEA for Limited Professional Services for the 2019 Road Project for Hoist Dam Road at a cost not to exceed \$21,800 and with the Township Supervisor authorized to sign the Agreement. Motion Carried.

Dangerous Building RFP Discussion was held regarding the need for a Dangerous Building Hearing Officer to assist with dangerous buildings within the Township. Such an individual cannot be a Township official and should be deemed to be a neutral party. After further discussion and upon motion of Patrick Moyle, seconded by Gary Wommer, the Zoning Administrator was authorized to publish an ad for a Dangerous Building Hearing Officer and for the information to be forwarded to local engineering firms (and firms whose names are specifically on file with the Township office). Motion Carried.

Amendment – Recreation By-Laws Discussion was held regarding amending Section 4 and Section 5 of the the Duties and Responsibilities of the Recreation Committee established at the 4/12/18 Regular Board Meeting to revise the number of Board members from 7 to 5. Upon motion of Patrick Moyle, seconded by Gary Wommer, the following amendments were approved:

Section 3: MEMBERS, COMPENSATION, APPOINTMENT AND TERM

The Committee shall consist of **FIVE** members representing recreational interests in Negaunee Township. Committee members shall be compensated for attending meetings.

The Township Board shall appoint interested individuals to the Committee. The Committee shall include one Trustee from the Township Board to serve as a liaison to the Committee.

Following adoption of this Recreation Committee Policy by the Township Board, two members shall be appointed for an initial one-year term, two members shall be appointed for a two-year term, and **ONE** members shall be appointed for a three-year term. Subsequent appointments shall be for a three-year term. The term of office shall commence on January 1. Committee members shall hold their office until a successor is appointed, or until their active term of office is terminated. Members may be re-appointed for additional three-year terms. Regular attendance is expected for all members of the committee, and absences should be reported to the Committee Chair before scheduled meetings to be excused. Three consecutive unexcused absences from regularly scheduled meetings may result in early termination of member's appointment at the discretion of the Township Board. The Negaunee Township Board reserves the right to terminate appointed terms and to disband the committee when it is no longer needed, for any reason.

Vacancies occurring on the Committee shall be filled by approval of the Negaunee Township Board to complete the remaining term of office.

Section 4: OFFICERS, QUORUM, MEETINGS

At the first regular meeting of the year, the Committee shall elect from its membership a Chairperson, Treasurer and a Secretary. The Chairperson shall preside at all meetings, prepare the agenda, and call special meetings. The Treasurer shall be responsible for accounts payable and annual budget preparation. The Secretary shall be responsible for maintaining a written record of each meeting. **THREE (3)** members shall constitute a quorum. The Committee may adopt rules and regulations for the transaction of business. Meetings shall be held at least twice a year. All meetings shall be open to the public and fully compliant with the requirements of the Michigan Open Meetings Act (OMA) and the Freedom of Information Act (FOIA), including the requirement to provide official proposed minutes of all meetings to the Clerk within 8 days, and again as approved minutes within 5 days to the Clerk after approval.

Motion Carried

Recreation Committee Appointments Board members discussed appointing members of the Community Center Board also as members of the newly formed Recreation Committee. Upon motion of Gary Wommer, seconded by Patrick Moyle, the following individuals were appointed as members of the Negaunee Township Recreation Committee effective September 1, 2018: Dale Rogers, Steve Olson, Kylie Muladore, Jason Makinen and Chris Lunseth. Motion Carried.

Reports

Community Center Board Patrick Moyle , Board Liaison to the Community Center Board(CCB), noted highlights from the meeting held on July 17, 2018 including: 1) Bob Johnson's attendance at the UP Summit Field Day for pesticide training, 2) a contract had been signed with Climate Pros in the amount of \$2,171 for future boiler maintenance and inspections, 3) CCB meeting dates had been revised for August – December due to Board member schedules, 4) Kylie Muladore was approved to attend UP North Summit on August 1, 2018 at a cost of \$143 plus mileage.

Fire Department Report The Acting Chairperson reviewed the Fire Department report dated August 9, 2018. Highlights included 1) 12 calls for the month of July, 2018 (85 calls year to date), 2) Training for the month was pumping operations on all trucks, 3) the National Night Out held on August 2, 2018 was very successful.

Water Report The Water Department report for July, 2018 was reviewed by the Township Water Department supervisor, Russ Williams. Highlights included: 1) 2 new service lines had been installed, 2) the tap for the new UMERC facility had been made, 3) work was being done on the plans for the US 41 water crossing including test borings, 4) nearly 500,000 of water had been sold between the road projects and UMERC project, 5) AECOM will be taking samples from the wells on 8/14/18, and 6) contracts have been signed for the new generator at the pumphouse.

Clerk Report(Bills, Claims)

Water Fund Checks # 8165 through #8163 totaling \$51,277.43 were reviewed. Upon motion of Kathy Carlson, seconded by Patrick Moyle, the Water fund checks as presented were approved. Motion carried.

General Fund MBank Direct Deposit items #DD1010 through DD#1023 and checks #1686 through #1783 totaling \$134,415.98, along with MBank ACH information for the month of July, 2018 totaling \$22,338.45 were reviewed. Upon motion of Patrick Moyle, seconded by Kathy Carlson, General Fund checks and ACH items with a grand total of \$156,754.43 as presented were approved. Motion Carried.

The Clerk noted: 1) payroll direct deposit had begun and appeared to be working smoothly, 2) work is progressing on the website refresh and the refreshed site should be online within the next 30 days, 3) the final work on the audit is being completed with the Treasurer working on the Management Discussion and Analysis, 4) the August 7th election went well and thanks was offered to all of the Election Inspectors and specifically Jackie Shier, Election Chairperson, for all of their efforts to make the day successful.

Planning Report Gary Wommer, Board Liaison, and Nick Leach, Zoning Administrator were in attendance and provided an update on the most recent Planning Commission meeting held on August 7, 2018 . It was noted the Committee had received an application for a Class A Nonconforming status request for a house constructed on property zoned General Business – with the Class A Nonconforming status to allow for the structure to be rebuilt in the case of a catastrophic event.

Assessor's Report Assessor, Susan Bovan, provided a written report for July, 2018 which highlighted: 1) July Board of Review, 2) Re-Appraisals, and 3) opposition to SB 1031/ HB 6049.

Treasurer's Report A written report from Treasurer, Kathy Carlson, was reviewed by the Board members. Highlights included: 1) financial monitoring of the road projects, 2) continued work on Township Board Policies, 3) work on preparation of the Audit Management Discussion and Analysis, 4) continued collection of 2017 delinquent personal property taxes and 2018 summer property taxes, and 5) bank account balances through 7/31/18.

Supervisor's Report The Acting Chairperson reviewed the Supervisor's written report dated August 9, 2018 including: 1) Secretary duties for July Board of Review, 2) responded to several noise complaints, and 3) various meetings attended.

Road Projects Gary Wommer noted: 1) the road project continues to move along, 2) he visits every complaint received to make certain it is reviewed, and 3) the paving crew is expected to return the week of August 13th.

Brownfield Authority Construction continues on the new residence on the new house being built on the 4 Sawmill Road location.

Wellhead Protection Committee No meeting held

Advisory Trail Committee Al Reynolds noted no paving work was being conducted on the trail system due to the prohibitive cost of asphalt.

Personnel Committee Rachel Sertich noted no meeting had been held. However, there would be a possibility of holding a meeting in late August or sometime in September.

Correspondence

- County Road JA Contract
- County Plastic Recyclable Contract Information
- MCRC Letter.

Public Comment

None

Information Item

- Chris Lunseth Approval – CCB
- Central Dispatch
- Utility Review Committee
- CUPPAD Update
- MTA – Assessing Reform
- County Road Commission 7/23/18 Meeting Agenda

Board Member Comments

None

Next meeting

The next regularly scheduled Township Board Meeting will be held on Thursday, September 13, 2018 at 7 p.m. at the Negaunee Township Hall.

Adjournment

With no further business appearing and upon motion of Gary Wommer, seconded by Patrick Moyle, the meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Rachel Sertich
Negaunee Township Clerk