

## Negaunee Township Regular Board Meeting – February 14, 2013

### 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 John Ennett, Carl Nurmi, Rachel Sertich and Duane Soine.

Absent: None

### Agenda

Board members reviewed the revised agenda, adding item 6(c) Information Items – Capital Improvement Program. Upon motion of Carl Nurmi, seconded by Duane Soine, the revised agenda as presented was approved. Motion Carried.

### Approval of Minutes

Board members reviewed the minutes for the Regular Board Meeting held on January 10, 2013. It was noted the vote for the Solid Waste Ordinance should show Aye: 5 and Nay: 0. Upon motion of John Ennett, seconded by Carl Nurmi, the revised minutes were approved. Motion Carried.

### Public Comment

Steve Krook, South Basin Drive, expressed his thanks to the Township for upgrading the road to gravel. However, he would like to see the road upgraded to asphalt, since the built up part of the road is already washing into the ditch.

### Old Business

Financial Report – Road Fund John Ennett provided clarification on the Road Fund update he had provided at the December meeting, including the proposed Fund balance through 2015 based on current contracts and anticipated tax income. Based on the fund balance available for projects, and upon motion of John Ennett, seconded by Carl Nurmi, approval was given for the Township Board to enter into road contracts for work to be performed on Wilderness Road and Annex Road. Motion Carried.

### New Business

Iron Ore Heritage Trail Recreation Authority – Township Representative The term of the current Negaunee Township representative to the Iron Ore Heritage Trail Recreation Authority is up for renewal. Upon motion of John Ennett, seconded by Carl Nurmi, Al Reynolds was appointed as the Negaunee Township representative to the Iron Ore Heritage Trail Recreation Authority for an additional three year term to begin with the Authority's April, 2013 meeting. Motion Carried.

Committee Appointments Upon motion of Carl Nurmi, seconded by Duane Soine, approval was given to appoint **Mike Mempinen** to the Negaunee Township Brownfield Authority and **Lisa Peterson** to the Negaunee Township Zoning Board of Appeals effective immediately. Motion Carried.

Annual Salary Schedule Discussion was held regarding annual Board salaries. As in previous years and due to the continued strain on Township revenues, Board members once again felt it prudent to maintain current salary levels for the upcoming fiscal year. Upon motion of Carl Nurmi, seconded by Duane Soine, the following Resolution was adopted:

Whereas it is the obligation of the Township Board to establish a suitable salary schedule for its officials for presentation at an annual budget hearing, the Negaunee Township Board submits the following schedule for the fiscal year commencing April 1, 2013 and ending March 31, 2014: Supervisor \$16,000 per year, Clerk \$15,000 per year, Treasurer \$15,000 per year, and Trustee \$4,200 per year.

Motion Carried

Aye: Carlson, Ennett, Nurmi, Sertich & Soine

Nay: None  
Absent: None

Annual Budget Hearing & Annual Meeting Discussion was held regarding the establishing the date and time for the Township's Budget Hearing and Annual Meeting. Upon motion of Carl Nurmi, seconded by Duane Soine, the following Resolution was adopted:

Whereas, it is in the best interest of the Township of Negaunee to hold a Budget Hearing and Annual Meeting in 2013, the Negaunee Township Board resolves that such a Budget Hearing and Annual Meeting will be held. That Budget Hearing is scheduled to be held on Thursday, March 21, 2012, at 6:00 p.m. to be followed immediately by the Annual Meeting. The purpose of the meeting will be a review of various budgets, empowering the Township Board to buy and sell property, designation of a Township attorney, and such other business traditionally constituting an agenda for such annual budget hearing.

Motion Carried  
Aye: Carlson, Ennett, Nurmi, Sertich & Soine  
Nay: None  
Absent: None

Michigan Public Act 152 of 2011 – Publicly Funded Health Insurance Contribution Act Board members discussed Michigan Public Act 152 of 2011 and how the Board has previously opted out of the Act due to the costs the employees would be liable for and incur for insurance purposes. The Board had originally opted out in December, 2011. Upon motion of Carl Nurmi, seconded by Rachel Sertich, approval was given for Negaunee Township to exempt itself from the requirements of Michigan Public Act 152 of 2011 for the next succeeding year (2013) as allowed in Section 8 (1) of the Act.

Motion Carried

Assessing & Tax Software Upgrade John Ennett updated the Board members on the need to update the BS&A software. By ordering the software in conjunction with the County.Net upgrade, a 10% price discount would be recognized. Upon motion of John Ennett, seconded by Carl Nurmi, approval was given to upgrade the Assessing & Tax software at a cost not to exceed \$7,300, with \$4,000 to be spent from the current fiscal year budget and the remaining \$3,300 to be spent from the 2013-2014 fiscal year budget. Motion Carried.

Michigan Association of Township Supervisors Dues Upon motion of Rachel Sertich, seconded by John Ennett, approval was given to pay professional dues of \$60.00 for the Township Supervisor's Membership in the Michigan Association of Township Supervisors. Motion Carried.

NMPSA Training Upon motion of Duane Soine, seconded by Carl Nurmi, approval was given for Joe Scanlan, Zoning Administrator, to attend NMPSA training on March 8, 2013, "Dealing with Difficult People", at a cost of \$25.00. Motion Carried.

Attorney Reimbursement – MTA Conference Expense Upon motion of Duane Soine, seconded by Carl Nurmi, approval was given to reimburse the Township Attorney, Kevin Koch, for \$250.00, or 1/4 of his total expenses incurred to attend the MTA Annual Seminar, with Forsyth, Richmond Township and one additional Township to also pay 1/4 of the approximate \$1,000.00 total balance. Motion Carried.

Wildland Developers – Late Fee Water Hookup Invoice Board members discussed a \$824.70 (10%) late fee added to the Wildland Developers water hookup for paying the invoice late. Invoices had been forwarded on January 9<sup>th</sup> and January 28<sup>th</sup>, 2013. Without on time payment, a \$824.70 late fee was assessed and the developer was seeking forgiveness of the fee. Upon motion of Carl Nurmi, seconded by John Ennett, approval was given to deny the waiving of the late fee. Motion Carried.

Phone System Update The ability for Township residents to contact Township officials after business hours was discussed. Upon motion of John Ennett, seconded by Carl Nurmi, approval was given to update the Township phone system to provide information on how to contact Township emergency numbers after normal business hours. Motion Carried.

## Reports

**Community Center Board** Duane Soine, Board Liaison, updated the Board members on the most recent Community Center meeting (minutes not yet available). It was noted the Committee is receiving bids to have the lights in the gymnasium replaced.

**Fire Department Report** Jeff Kontio, Fire Chief, was in attendance to review the written Fire Department report dated February 14, 2013. Items highlighted included: 1) 8 calls for the month of January, and 2) training was wild land fire, with the DNR doing the annual fire shelter training, 3) the annual Anniversary Dinner will be held on February 17, 2013 beginning at 6:00 p.m. at the Elks Lodge in Negaunee, and 4) the Department had accepted a bid from CSI to convert unit #2188 to a personnel carrier.

**Water Report** A written Water Report dated January, 2013 from the Water Department Supervisor, Russ Williams, was reviewed. The report noted: 1) new meters installation on Midway Drive continues, 2) the 2013 Consumer Confidence Report had been mailed out and posted on the Township website, 3) he has spent time removing snow from around hydrants due to the heavy amounts received, 4) several residents had water meters freeze, and they had been replaced, and 5) hydrant #109 at the corner of Midway Drive and Longyear Drive had once again been knocked off.

**Tank Inspection** Board members discussed the need to have the water tank inspected. Upon motion of John Ennett, seconded by Carl Nurmi, approval was given to award the bid to inspect and assess the condition of the water tank to Utility Service Company at a cost of \$1,850. Motion Carried.

**Leak Detection** Upon motion of John Ennett, seconded by Duane Soine, approval was given for the Water Supervisor to seek proposals from companies with the ability to assist the Township in locating the possible water system leak. Motion Carried.

**Water Asset Management Seminar** Upon motion of Carl Nurmi, seconded by Rachel Sertich, approval was given for the Water Department Supervisor to attend the DEQ Water Asset Management Seminar in Marquette on March 14, 2013 at a cost of \$70. Motion Carried.

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

Water fund checks #6551 through #6564 totaling \$42,736.03 were reviewed. Upon motion of John Ennett, seconded by Carl Nurmi, the Water fund checks as presented were approved. Motion Carried.

General Fund checks #21695 through #21788 (total \$72,409.93) and ACH items for January, 2013 (total \$18,768.82) with a grand total of \$91,178.75 were reviewed. Upon motion of John Ennett, seconded by Carl Nurmi, the General fund items presented were approved. Motion Carried.

**Planning Report** Joe Scanlan, Zoning Administrator, and Carl Nurmi, Board Liaison, provided an update on the monthly Planning Commission meeting February 12, 2013. including: 1) Dangerous Building information and Miscellaneous Debris information will be brought to the March meeting, and 2) it was noted the number of permits issued during 2012 had increased from the previous year.

**Assessor's Report** Kelly Laakso, Assessor, provided a written report dated February 11, 2013 which included highlights on: 1) Board of Review, Classes & Treasurers Meeting, 2) Final Inspection and Roll Preparation, and 3) Personal Property Statements.

**Treasurer's Report** John Ennett, Treasurer, noted: 1) A-1 Hauling did not appear for their court date, and the court had issued a subpoena for Brian Young.

**Supervisor's Report** William Carlson, Township Supervisor, provided an update on Township activities since the last Board meeting. He noted he had 1) attended Board of Review Training, 2) worked with the Township Attorney on the issue with the Dead River Campers easement, and 3) obtained information on the Clean Water Act Revolving Fund (mostly deals with waste water).

**Brownfield Authority** Joe Scanlan, Brownfield Administrator, noted some interest had been expressed in the old school house property, however, he is not certain how serious the individuals may be.

**Wellhead Protection Committee** No report.

**Advisory Trial Committee** Al Reynolds noted Ely Township invited the Committee to speak with their Board, and the trail millage item will appear on their May ballot. At the present time Humboldt Township is still not expressing an interest in attempting to adopt the trail millage.

**Personnel Committee** Rachel Sertich, Chairperson of the Personnel Committee, noted a meeting had been held to discuss: 1) the definition of Full-Time employee for health insurance purposes, 2) review “in lieu of health insurance” payments, and 3) the need to update the Water Supervisor job description. The Committee recommend the Township Board adopt 30 hours as the number of weekly hours required of a full-time employee for health insurance purposes.

**Blue Cross Blue Shield Full Time Employee Hours** Upon motion of John Ennett, seconded by Carl Nurmi, approval was given for 30 hours to be deemed the weekly number of hours a full-time employee is required to work for health insurance coverage purposes for Blue Cross and Blue Shield insurance. Motion Carried.

**Emergency Management Report** Mr. Carlson noted a number of address changes had come in, and all maps and manuals had been updated.

### **Correspondence**

- Zoning Violation Issues
- Sanitation Ordinance Publication

### **Additional Public Comment**

Carrie Heard asked if the Township had considered the possibility of a “back up” attorney should Kevin Koch not be readily available. Board members recommended the Supervisor speak with the Attorney to see if he could recommend a back up, if necessary, and to advise him of the Boards concern with the speed of service on some Township issues.

### **Informational Items**

- John Kivela Letter
- Info on Road Funding
- Capital Improvement Program

### **Board Member Comment**

Carl Nurmi asked if any additional information had been received requesting improvements to

### **Next Meetings**

The Annual Budget Work Sessions will be held at 6 p.m. on Tuesday, February 26, 2013, beginning at 6:00 p.m. at the Negaunee Township Hall.

The next scheduled Township Board Meetings will be held on Thursday, March 21<sup>st</sup>, 2013, beginning with the Annual Budget Hearing at 6:00 p.m., followed immediately by the Township’s Annual Meeting, followed immediately by the Regular monthly Board meeting. All meetings to be held at the Negaunee Township Hall. \*\*\* Note Date / Time Change \*\*\*

**Adjournment**

Upon motion of Rachel Sertich, seconded by Carl Nurmi, with no further business appearing, the meeting was duly adjourned at 8:43 p.m. Motion Carried.

Respectfully submitted,

Rachel Sertich  
Clerk