

# Negaunee Township 2012-2013 Annual Budget Hearing

March 27, 2012

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## Call to Order

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

Present: William Carlson, John Ennett, Carl Nurmi, Rachel Sertich and Duane Soine.

Absent: None

## Public Comment

None

## Proposed Budgets

The following proposed budgets were individually reviewed:

- 1) Brownfield Fund
- 2) Community Center Fund
- 3) Fire Fund
- 4) General Fund (*amended*)
- 5) Liquor Fund
- 6) Road Fund
- 7) Sanitation Fund
- 8) Water Fund (*amended*)

The General Fund proposed budget was amended to increase Treasurer Temporary Help by \$1,500 to \$4,500 and decreasing Treasurer Supplies by \$1,500 to \$3,050. In addition, the Water Fund proposed budget was amended to decrease Capital Outlay by \$375 to \$13,995 to bring the net income to \$0.

Upon motion of Carl Nurmi, seconded by Duane Soine, the 2012-2013 proposed budgets as presented and amended were approved, a copy of which is maintained in the Clerk's Township files. Motion Carried *with John Ennett casting a negative vote.*

## Truth in Taxation

Upon motion of Rachel Sertich, seconded by Carl Nurmi, it is the intent of the Township Board to levy the following taxes for the 2012-2013 Fiscal Year based on the following levy amounts.

Township Operating	1.17980
Community Center	1.68550
Roads	0.97770
Fire	<u>2.50000</u>
TOTAL	6.34300

Motion Carried

## Annual Salary Schedule

Upon motion of Rachel Sertich, seconded by Carl Nurmi, the Negaunee Township Board submits the following salary schedule for the fiscal year commencing April 1, 2012 and ending March 31, 2013 to be approved at the Annual Meeting: Supervisor \$16,000 per year, Clerk \$15,000 per year, Treasurer \$15,000 per year, and Trustee \$4,200 per year. Motion Carried.

## Adjournment

No further business appearing and upon motion of Duane Soine, seconded by Carl Nurmi, the Budget Hearing was adjourned at 6:10 p.m. Motion Carried.

Respectfully submitted,

Rachel Sertich  
Clerk

# Negaunee Township 2012 Annual Meeting

March 27, 2012

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## Call to Order

The Annual Meeting of the Negaunee Township Board was called to order at 6:10 p.m. by William Carlson. A Roll Call vote was taken indicating:

Present: William Carlson, John Ennett, Carl Nurmi, Rachel Sertich and Duane Soine

Absent: None

## 2011 Budget & Annual Meeting Minutes

The minutes of the March 24, 2011 Budget Hearing and 2011-2012 Annual Meeting were reviewed. Upon motion of Carl Nurmi, seconded by Duane Soine, the minutes as presented were approved. Motion Carried.

## Public Comment

None

## Annual Salary Schedule

Upon motion of Rachel Sertich, seconded by Carl Nurmi, approval was given to set the following Board salary schedule for the fiscal year commencing April 1, 2012 and ending March 31, 2013: Supervisor \$16,000 per year, Clerk \$15,000 per year, Treasurer \$15,000 per year, and Trustee \$4,200 per year. Motion Carried.

## 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 2012 Annual Hearing held on March 27, 2012 the following motions were made and approved:

- 1) **Approve Buying & Selling of Property** Upon motion of Gerald Jacobs, seconded by Rita Laitinen, Township officials are empowered to Buy or Sell property as deemed necessary and in the best interest of the Negaunee Township. Aye: 5 Nay: 0 Absent: 0 Motion Carried
- 2) **Designate Depository** Upon motion of Mike Adams, seconded by Gerald Jacobs, approval was given to appoint Wells Fargo Bank, N.A., Range Bank, River Valley Bank, and S.I.R. Credit Union as depositories for Negaunee Township Funds. Aye: 5 Nay: 0 Absent: 0 Motion Carried
- 3) **Designate Attorney** Upon motion of Gerald Jacobs, seconded by Carrie Heard, approval was given to appoint Kevin Koch as legal counsel for Negaunee Township. Aye: 5 Nay: 0 Absent: 0 Motion Carried

# Negaunee Township 2012 Annual Meeting

March 27, 2012

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- 4) **Designate Auditors** Upon motion of Rita Laitinen, seconded by Mike Adams, approval was given to continue the contract with Cowell & LaPointe as Negaunee Township Auditors for the 2012-2013 Fiscal Year. Aye: 5 Nay: 0 Absent: 0 Motion Carried
- 5) **Approve Township Checking Accounts** Upon motion of Mike Adams, seconded by Carrie Heard, approval was given for the following Township checking accounts:
  - Community Center Security Deposit Checking Account
  - General Fund “Pooled” Checking Account
  - Hardwood Lane Water Project
  - KBIC Checking Account
  - Tax Fund Checking Account
  - Trust and Agency Checking Account
  - Water “Pooled” Checking Account (Capital Improvement / Emergency Fund / Wellhead)
  - Water Operations & Maintenance Checking Account

Motion Carried

Aye: 5 Nay: 0 Absent: 0

## **Tax Penalty Resolutions**

The 3% and 1% Tax Penalty Resolutions currently in effect were reviewed.

## **Committee Approvals**

Board members reviewed the various Township Committees. Upon motion of Carrie Heard, seconded by Gerald Jacobs, 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.

<b><u>Planning Commission</u></b>	<b><u>Zoning Board of Appeals</u></b>	<b><u>Board of Review</u></b>	<b><u>Brownfield Committee</u></b>	<b><u>Wellhead Protection Committee</u></b>	<b><u>Personnel Committee</u></b>
Dennis Potila Al Reynolds Jim Thams Gary Wommer Carl Nurmi (Bd. Liaison)	Steve Laine Eugene Maki Dennis Potila Lisa Peterson (Alternate)	Dave Johnson Bill Michelin Yvonne Clark Doug Pascoe (Alternate)	Greg Johnson Kevin Jokinen Eugene Maki James Thams Joe Scanlan (Brownfield Dir.)	Jim DeRocher James Thams Mike Turino William Carlson, Sup Carl Nurmi, Bd Mbr Mike Adams, Wtr Sup Joe Scanlan, Twp Staff	Patti LaFond, Comm Ctr Rachel Sertich, Twp Bd Duane Soine, Twp Bd Rita Laitinen, Twp Emp Carrie Heard, Twp Emp Dale Rogers, At-Large Mbr
<b><u>Bldg/Rec Comm</u></b>	<b><u>Emergency Management Coordinator</u></b>	<b><u>Fire Auxiliary</u></b>	<b><u>Utility Review Committee</u></b>		
Duane Soine (Bd. Liason)	William Carlson	Ray Ball William Carlson Dave Juchemich Rick Uren	John Ennett		

Motion Carried

# **Negaunee Township 2012 Annual Meeting**

March 27, 2012

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## **Budget Approval**

Upon motion of Mike Adams, seconded by Gerald Jacobs, approval was given to adopt the 2012-2013 Fiscal Year Budgets for all funds as approved at the Budget Hearing. Motion Carried Aye: 5 Nay: 0 Absent: 0

## **Old Business**

None

## **New Business**

None

## **Adjournment**

No further business appearing and upon motion of Rachel Sertich, seconded by Carl Nurmi, the Annual Meeting was duly adjourned at 6:23 p.m.

Respectfully submitted,

Rachel Sertich  
Clerk

## Negaunee Township Regular Board Meeting – March 27, 2012

### **Call to Order**

William Carlson, Township Supervisor, called the meeting to order at 6:25 p.m. Other Board members present included John Ennett, Carl Nurmi, Rachel Sertich and Duane Soine.

Absent: None

### **Agenda**

Board members reviewed the #3 revised agenda. Upon motion of John Ennett, seconded by Rachel Sertich, the revised agenda as presented was approved. Motion Carried.

### **Approval of Minutes**

Board members reviewed draft minutes for the Regular Board Meeting held on February 9, 2012. Upon motion of John Ennett, seconded by Carl Nurmi, the minutes as presented were approved. Motion Carried.

### **Public Comment**

None

### **Reports**

**Community Center Board** Board members reviewed the minutes of the Community Center Board meeting held on March 8, 2012. Items highlighted included: 1) work being done to pursue the land purchase from the Heartland Group, although the current price of \$3,000 per acre is extremely cost prohibitive, 2) the ice rink had completed operation for the season, 3) the Winter Rec Program will end on April 5<sup>th</sup>, and 4) work was being done to change over various equipment and facilities for Spring.

**Fire Department Report** No report was provided.

**Water Report** A written Water Report dated March, 2012 from the Water Department Supervisor, Mike Adams, was reviewed. The report noted: 1) 12 new meters had been installed as of March 21st, 2) the 2011 Water Quality Report had been submitted to the DEQ, and 3) no frozen water lines had occurred this winter season and “let runs” had been stopped.

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

Water fund checks #6400 through #6413 totaling \$13,907.06 were reviewed. Upon motion of John Ennett, seconded by Carl Nurmi, the Water fund checks as presented were approved. Motion Carried.

General Fund checks #20657 through #20779 (total \$125,480.34) and ACH items for February, 2012 (total \$8,455.23) with a grand total of \$133,935.57 were reviewed. . Upon motion of John Ennett, seconded by Carl Nurmi, the General fund items presented were approved. Motion Carried.

**Negaunee Senior Citizen Center Funding** Board members discussed Township residents using the services made available to them at the Negaunee Senior Citizen Center. Upon motion of Carl Nurmi, seconded by Rachel Sertich, approval was given to provide \$500 in funding to the

Negaunee Senior Citizen Center for the benefit of, and for services made available to, Negaunee Township residents. Motion Carried.

**Budget Adjustments** Upon motion of John Ennett, seconded by Carl Nurmi, the following budget adjustments for 2011-2012 budget line items were approved:

	<u>Beginning Budget</u>	<u>Adjustment</u>	<u>Ending Budget</u>
<b><u>BROWNFIELD FUND</u></b>			
N000403 · Cur Prop Tax - Old Airport	75,000.00	-12,000.00	63,000.00
N000664 · Interest Ernd	0.00	1,500.00	1,500.00
N420970 · Brownfield Cap Outlay	56,850.00	-9,500.00	47,350.00
N850910 · Hosplns	3,500.00	-1,000.00	2,500.00
<b><u>FIRE FUND</u></b>			
FROM FUND BALANCE		40,000.00	40,000.00
F000445 · Pen/Int	0.00	25.00	25.00
F000501 · Grants - St & Fed	0.00	1,900.00	1,900.00
F000664 · Int/Earnd	0.00	900.00	900.00
F000694 · Misc Incm	0.00	2,000.00	2,000.00
F336702 · FirePay	55,000.00	-1,000.00	54,000.00
F336707 · Training	6,000.00	-5,000.00	1,000.00
F336726 · Off/Suply	1,000.00	-800.00	200.00
F336727 · Fire Publishing	0.00	200.00	200.00
F336730 · EMS Supplies	5,000.00	-4,000.00	1,000.00
F336740 · OperSup/Exp	54,237.00	1,500.00	55,737.00
F336800 · Prof. Services	1,000.00	-750.00	250.00
F336808 · Audit - Fire Dept	400.00	35.00	435.00
F336850 · Tphone	400.00	-100.00	300.00
F336854 · Insrnce	13,000.00	-6,500.00	6,500.00
F336861 · Milesfire	2,000.00	1,000.00	3,000.00
F336880 · Promo	3,000.00	-250.00	2,750.00
F336921 · Util	5,000.00	-500.00	4,500.00
F336930 · Maint/Rep	3,000.00	-1,000.00	2,000.00
F336955 · Misc Expense	100.00	50.00	150.00
F336970 · CapOutly	0.00	29,655.00	29,655.00
F336990 · NEW Truck Purchase 2008	25,000.00	-1,640.00	23,360.00
F336991 · Wilderness Truck 2012	0.00	32,575.00	32,575.00
F850713 · BldgPmt	19,000.00	750.00	19,750.00
F850715 · FIRE FICA	4,000.00	400.00	4,400.00
F850915 · Fire Medical	2,000.00	-1,750.00	250.00
F850920 · Deduct - Fire HSA (2% - Secty)	100.00	-100.00	0.00
F851910 · Fire Wk Comp Insur	1,000.00	2,050.00	3,050.00

**GENERAL FUND**

G000404 · DelqPropTx	200.00	750.00	950.00
G000423 · CFR	500.00	325.00	825.00
G000445 · Pen/IntTx	600.00	-400.00	200.00
G000447 · TxAdmn\$	36,795.00	850.00	37,645.00
G000450 · Lic/Permt	5,000.00	2,700.00	7,700.00
G000574 · StRevShare	173,000.00	20,285.00	193,285.00
G000694 · MiscIncm	500.00	7,500.00	8,000.00
G101900 · Publish	1,300.00	700.00	2,000.00
G101955 · Misc Bd	700.00	2,150.00	2,850.00
G101956 · Sr Citz	500.00	-500.00	0.00
G105702 · B/R Comm Wage	3,900.00	-455.00	3,445.00
G171955 · Twp Supr Misc Expense	400.00	850.00	1,250.00
G191726 · Election Supplies	750.00	700.00	1,450.00
G191807 · Election	1,250.00	-550.00	700.00
G209702 · Assr Pay	28,200.00	-600.00	27,600.00
G209726 · AsrSuply	2,000.00	-1,500.00	500.00
G209802 · Assr - Atty Fees	500.00	6,250.00	6,750.00
G209855 · Assessor Computer	2,000.00	-500.00	1,500.00
G210802 · Attny	3,000.00	-2,000.00	1,000.00
G215701 · Dep Clk	500.00	-500.00	0.00
G253701 · Dep Treas	16,800.00	2,000.00	18,800.00
G253705 · Treas Temp Help	3,000.00	-1,500.00	1,500.00
G253726 · Treas Supplies	3,000.00	1,250.00	4,250.00
G253855 · Treasurer Computer	2,000.00	-1,000.00	1,000.00
G265906 · Prin Bldg Add Bond	10,000.00	5,000.00	15,000.00
G289802 · Dues / Subscriptions	3,000.00	-750.00	2,250.00
G290702 · Wages	21,000.00	2,750.00	23,750.00
G290850 · Twp Phone	1,200.00	1,250.00	2,450.00
G290852 · Postage Expense	1,750.00	-1,500.00	250.00
G291808 · Animal Ctrl	1,500.00	-500.00	1,000.00
G294955 · Misce Exp	500.00	2,000.00	2,500.00
G294958 · PC Exp	1,500.00	1,000.00	2,500.00
G410702 · Plan Comm Wage	3,000.00	330.00	3,330.00
G410706 · Proj Mgr Wages	27,000.00	1,000.00	28,000.00
G410727 · Planning Publishing	1,000.00	750.00	1,750.00
G410802 · Planning Attorney	2,000.00	1,000.00	3,000.00
G410955 · Planning Comm. Misc.	2,000.00	-800.00	1,200.00
G721901 · CapOutlay	3,025.00	16,285.00	19,310.00
G850715 · FICATAX	13,500.00	750.00	14,250.00
G850716 · UNEMPL	500.00	200.00	700.00
G850874 · Retiremt	10,000.00	1,000.00	11,000.00
G850910 · Hospitalization	37,500.00	-500.00	37,000.00
G850920 · Deductible - HSA	1,250.00	-1,250.00	0.00

G851910 · Liab/WkComp Insur	9,000.00	-800.00	8,200.00
<b><u>LIQUOR FUND</u></b>			
L000601 · LiqInsp\$	800.00	-250.00	550.00
L301702 · Liq Insp Wages	750.00	-250.00	500.00
<b><u>ROAD FUND</u></b>			
FROM FUND BALANCE		42,300.00	42,300.00
R446778 · Signs	1,200.00	-700.00	500.00
R446960 · Contracts	114,520.00	43,000.00	157,520.00
<b><u>SANITATION FUND</u></b>			
S000404 · San - Delq Tax	6,000.00	100.00	6,100.00
S000627 · Grbg\$	167,000.00	1,000.00	168,000.00
S000630 · Tip Fee Inc.	35,000.00	3,000.00	38,000.00
S000694 · Misc Income - Sanitation	250.00	1,500.00	1,750.00
S290702 · Sanit Wages	21,950.00	-1,000.00	20,950.00
S290726 · SanitSupplies	1,500.00	-800.00	700.00
S290957 · San Service Charges	100.00	-50.00	50.00
S441715 · GarbCont Svc	90,000.00	-600.00	89,400.00
S526727 · Tip Fee/Cont	77,000.00	8,000.00	85,000.00
S526955 · San. Miscellaneous	1,750.00	1,300.00	3,050.00
S526958 · San PC Expense	1,000.00	-750.00	250.00
S850910 · San Hosp Insur	8,750.00	-250.00	8,500.00
S850920 · Deduct. - San HSA	250.00	-250.00	0.00
<b><u>WATER FUND</u></b>			
W000642 · Water Sales	185,000.00	-2,750.00	182,250.00
W000648 · Sale / Material	0.00	500.00	500.00
W000654 · Sale/Material	100.00	-100.00	0.00
W000650 · Tap In - Other	1,000.00	2,000.00	3,000.00
W000660 · Pnlty	1,500.00	1,400.00	2,900.00
W000664 · Int\$Earnd	2,800.00	400.00	3,200.00
W000694 · Misc Incm\$W	250.00	1,800.00	2,050.00
W101982 · KBIC 2% Fund Expenditure	0.00	425.00	425.00
W528703 · Water Dept Laborer	1,000.00	-500.00	500.00
W528706 · SupvrPay	26,800.00	3,500.00	30,300.00
W528727 · Publishing	800.00	-300.00	500.00
W528730 · Wtr Computer Expense	1,000.00	-500.00	500.00
W528805 · Engineering	3,000.00	-2,000.00	1,000.00
W528862 · Trk Exp	1,000.00	-500.00	500.00
W528935 · Pumphse maint	1,500.00	-1,000.00	500.00
W528936 · Hydrant Maint	2,000.00	-1,000.00	1,000.00
W528970 · Wtr Cap Outlay	50,695.00	11,125.00	61,820.00



<b>W888868 - S/C Material / Repair</b>	5,000.00	-1,000.00	4,000.00
<b>W889868 - R/M Material / Wages</b>	6,000.00	-5,000.00	1,000.00

Motion Carried

**General Fund Unrestricted Fund Balance Policy** Board members discussed the recommendation by Township auditors Cowell & LaPointe for the Township to adopt a General Fund Unrestricted Fund Balance Policy. Upon motion of John Ennett, seconded by Carl Nurmi, the following Policy was adopted effective immediately:

**NEGAUNEE TOWNSHIP  
GENERAL FUND, UNRESTRICTED FUND BALANCE POLICY**

**PURPOSE:**

The purpose of this policy is to establish guidelines for the general fund, unrestricted fund balance to improve and maintain Negaunee Township's financial stability in order to protect the Township from unforeseen or unbudgeted situations such as declining tax collection rates; the loss of a major tax payer; sudden changes in revenues or spending requirements; natural disasters; major infrastructure failures and unexpected litigation.

**BACKGROUND:**

Fund balance is a measure of the financial resources available in a governmental fund. The purpose of a fund balance policy is to ensure that there will be adequate liquid resources to serve as a financial cushion.

Unrestricted fund balance is that portion of fund balance that reflects expendable available resources.

It is essential that governments maintain adequate levels of unrestricted fund balance to mitigate current and future risks and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long term financial reporting.

In February 2009, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. In that statement, the GASB recommends " ... at a minimum, that general purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures. The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances."

Credit rating agencies carefully monitor the unrestricted fund balance. A municipality's ability to accurately plan and develop significant reserves is a common characteristic of highly rated municipalities.

**POLICY STATEMENT:**

These policy guidelines will provide direction during the budget process and demonstrate a commitment to maintain adequate reserves for financial stability and for long term financial planning:

- Negaunee Township will maintain an unrestricted fund balance, in the general fund, of not less than two months of regular general fund operating expenditures and transfers out (i.e. "50-day benchmark"), and not more than six months of regular general fund operating expenditures and transfers out (i.e. "180-day benchmark").

- The use of unrestricted fund balance will be permitted under certain circumstances:
  - Emergency -An emergency is what the Board determines it to be. It will always reflect a careful balancing of the Township's desire to maintain adequate reserves with its desire to maintain essential services. Guidance given from this policy aid to define an emergency an unanticipated budgetary shortfall in excess of 10% of the total General Fund, fund balance.
  - If the unrestricted fund balance goes over the 180-day benchmark, the use of such excess funds should be for capital projects and other one-time uses.
  - Unrestricted fund balance will be spent down in the following order; committed amounts should be reduced first, followed by the assigned amounts, and then-the unassigned amounts.
    - Committed fund balances shall be established based on actions and/or limitations imposed by the Board. Such commitments must be established prior to the end of the fiscal year.
    - Assigned fund balances may be established for intended uses by the Board. In conjunction, the Financial Manager shall also be delegated to establish assigned fund balance amounts.
    - Unassigned fund balances represent balances available for appropriation at the discretion of the Board. However, the Board will make every effort to use the unassigned funds for the following purposes (listed in order of priority):
      - Increase restricted and/or committed fund balances as deemed necessary
      - Increase assigned and/or committed fund balances as deemed necessary
      - Use for capital improvement/outlay purposes and/or other one-time purchases.
  - The Board recognizes that any such funds should be appropriated for non-recurring expenditures as they represent prior year surpluses that may not materialize in subsequent fiscal years.
- If the unrestricted fund balance goes below the minimum 50-day benchmark, the Finance Manager shall recommend and submit to the Board for approval a plan to replenish reserves to minimum levels. This plan will specify the source of the funding for this replenishment and the replenishment shall be succeeded within a 24 month period. If the restoration of the reserve cannot be accomplished within such period without severe hardship to the Township, then the Board may establish a different time period.

Aye: 5    Nay: 0  
Motion Carried

**Resolution to Adopt 457 Deferred Compensation Plan Amendments** The Board members gave consideration to the IRS required amendments to the Township's existing Governmental 457 Plan. Upon motion of Carl Nurmi, seconded by Duane Soine, it was:

**RESOLUTION TO ADOPT  
457 DEFERRED COMPENSATION PLAN AMENDMENTS**

RESOLVED, that Negaunee Township adopt the HEART and WRERA Amendments as written to the Governmental 457 Plan effective April 1, 2012, and that Rachel Sertich, Township Clerk, is authorized to execute such amendments.

Aye: 5    Nay: 0  
Motion Carried

**Planning Report** Carl Nurmi, Board Liaison, and Joe Scanlan, Zoning Administrator, gave a Planning Report for the meeting held March, 2012. Items highlighted included: 1) Review of commercial site plans for Miller Bradford and also UP Power Sports, and 2) MDOT would be placing signs along the US 41 Corridor (Heritage and Midway Drive locations) noting vehicles for sale cannot be parked in the right-of-way.

**Assessor's Report** An updated report for March was not provided.

**Treasurer's Report** John Ennett, Treasurer, indicated he had no updates for the Board.

**Supervisor's Report** William Carlson, Township Supervisor, provided an update on Township activities since the last Board meeting. He noted he had 1) attended meetings on the proposed Co. Rd. 595, and 2) had forwarded correspondence to the KBIC regarding potential funding options.

**Brownfield Authority** Joe Scanlan, Brownfield Administrator, noted chemical sampling for possible contamination would be conducted at the Stanaway property within the next month or two.

**Wellhead Protection Committee** No report was provided.

**Advisory Trial Committee** No report was provided.

**Personnel Committee** Rachel Sertich, Chairperson, noted a meeting of the Personnel Committee had been held on March 8<sup>th</sup>, at which time the Committee made final updates to the Personnel Policy Manual and recommended to the Township Board the Manual be adopted. Board members wished to have more time to review the printed manual, and the topic was tabled until the April, 2012 board meeting.

**Emergency Management Report** Mr. Carlson noted manuals and maps were up-to-date. In addition, the Safety Plan for Cliffs Natural Resources had been received.

## **Old Business**

None

## **New Business**

**Grimes Road Maintenance** The Supervisor had received an estimate of \$8,000 to seal Grimes Road. Carl Nurmi commented a chip-seal would be more beneficial due to the current condition of the road. The Supervisor noted he would contact the MCRC for an estimate to complete.

**Extension to North Road Contract** Board members discussed extending the work on North Road contract by approximately 2/10 of a mile to cover the portion of the road in the worst condition. On recommendation was to move the location of the project to incorporate the area versus adding to the project. After further discussion and due to the current contracts which need to be paid from the Road Fund, extending the work was tabled at this time.

**MTA Workshop – Legal Issues** Upon motion of Carl Nurmi, seconded by Duane Soine, approval was given for Joe Scanlan to attend an MTA workshop on legal issues on April 10, 2012 in Marquette at a registration cost of \$79.00. Motion Carried.

**Special Water Rate Resolution** Board members discussed adding a monthly fee for users of the Township's water system in order to establish a revolving fund to help finance meter replacement. After discussion, this item was tabled until further notice.

Sanitation Fee Increase Discussion was held regarding the upcoming expiration of the Sanitation contract and the need to re-bid the same. It was determined no rate increase will be implemented until the final contract cost is determined.

Master Plan – Public Review Board members discussed the draft of the Master Plan and the need to provide the same to local municipalities for public review. Upon motion of Carl Nurmi, seconded by Rachel Sertich, the Zoning Administrator was authorized to distribute the draft Negaunee Township Master Plan for public review. Motion Carried.

Waiver of Conflict Letter – Miller, Canfield et al Upon motion of John Ennett, seconded by Duane Soine, approval was given for Negaunee Township to sign a Waiver of Conflict with Miller Canfield et al and their representation of American Transmission Company, with the understanding the waiver only pertains to the siting, permitting, certification and other legal matters relating to the siting of the current transmission project within the Township. Motion Carried.

Tax & Assessing – Temporary Help Additional Hours Board members were informed Cynthia LaMere would be taking on additional hours in the Tax & Assessing area this spring while the Deputy Treasurer and Assessor Assistant was out of the office.

### **Correspondence**

- ESRI – UP GIS Meeting

### **Additional Public Comment**

Gerald Jacobs asked the Supervisor regarding an update on the Casino project. The Supervisor noted to the best of his knowledge, no additional progress had been made regarding having the project approved by the State of Michigan.

### **Informational Items**

- Connect Michigan
- Co Rd 595 Minutes
- Meeting Invite
- MMTA Notice
- Township / MCRC Relations Meeting Info
- Central Dispatch – Year in Review

### **Board Member Comment**

Duane Soine asked the employees in attendance if they would like to voice any concerns they may have. Rita Laitinen noted she'd like to see the Township put an item on an upcoming ballot to eliminate the Headley Rollback and reinstate taxes to the original levels.

### **Next Meetings**

The next regularly scheduled Township Board Meeting will be held on Thursday, April 12, 2012, at 7:00 p.m. at the Negaunee Township Hall.

### **Adjournment**

No further business appearing, the meeting was duly adjourned at 7:47 p.m.

Respectfully submitted,

Rachel Sertich  
Clerk