

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
MAY 5, 2014

I. CALL TO ORDER

The meeting of the Onota Township Board was called to order at 7:03 PM.

Members Present: Terry Pihlainen, Supervisor Sarah Redmond, Trustee
 Stephanie Bromley, Clerk Brian Bresette, Trustee
 Susan Kerst, Treasurer

II. AGENDA

A motion was made to accept the agenda as amended ("Streetlight permits and costs" removed; "Postage for Treasurer" added under New Business).

Motion: Sarah Redmond
Support: Susan Kerst
Motion carried.

III. MINUTES

A motion was made to accept the minutes as amended.

Motion: Susan Kerst
Support: Terry Pihlainen
Motion carried.

IV. REPORTS

A. Financial Report

Treasurer Kerst presented the bills for payment.

A motion was made to pay the bills as presented for payment for \$9,646.74 for the general fund checks #2624 to #2656; \$3,714.61 for the fire fund, check #1439 to #1445; and \$5,023.18 for the solid waste fund checks #1089 & #1090.

Motion: Brian Bresette
Support: Sarah Redmond
Motion carried.

A motion was made to approve the balance sheet and profit and loss statements for the general fund, fire fund, solid waste fund and tax fund as presented by Clerk Bromley for April 2014.

Motion: Sarah Redmond
Support: Brian Bresette
Motion carried.

Roll Call Vote:
Ayes: Terry Pihlainen
Sarah Redmond
Brian Bresette
Susan Kerst
Stephanie Bromley

B. Assessor's Report

Kim Schmidt gave a verbal report. A written copy of his report is on file. He requested \$215 for a software maintenance fee that would allow a necessary upgrade to the system. A motion was made to approve \$215 for the software maintenance fee.

Motion: Stephanie Bromley
Support: Sarah Redmond
Motion carried.

C. Zoning Administrator Report

ZA Tietjen gave a verbal report. He attended a zoning workshop on signage and noted that there were two upcoming Zoning Board of Appeals hearings this month on Land Divisions.

D. Fire Department Report

Chief Kimar read the Fire Department Report. A copy is on file.

A motion was made to approve up to \$1,885.00 for EMT tuition and additional costs for James Short to take classes September 2014 in Marquette and for wildland fire supplies.

Motion: Stephanie Bromley

Support: Susan Kerst

Motion carried.

E. Planning Commission Report

Trustee Bresette stated that there had been no meeting due to a lack of quorum this past month.

F. Supervisor Report

Alger County Road Commission Manager Bob Lindbeck and Supervisor Pihlainen drove around to find road projects for the township. Complaints of North Pt/Whitefish Pt Rd conditions were addressed. The county will be placing culverts near the school and on E Deer Lake Rd and will cover expenses.

Supervisor Pihlainen stated that he had procured the permits needed for the streetlights on M-28/Rock River Rd and M-28/Shelter Bay Rd. Once Alger Delta Electric Cooperative has the permits they will send a timeframe to the Township.

V. CORRESPONDENCE

Clerk Bromley summarized the correspondence that had been received from Upper Peninsula Substance Enforcement Team (UPSET) and the Federal Emergency Management Agency (FEMA).

VI. PUBLIC COMMENT

Public comment was opened at: 7:33 PM

Comment was received from: Tom Bowler, Nancy Bennett, Christine Kimar, and Char McDonnell.

Public Comment was closed at: 7:55 P.M.

VII. UNFINISHED BUSINESS

A. Cemetery Property Land Clearing Bids

A discussion was held on the work needed to be done to the cemetery property. Supervisor Pihlainen presented the board with bid specifications. It was also specified as to where, when, and the frequency with which Clerk Bromley would publish the bid requests.

A motion was made to move forward with the bidding process.

Motion: Brian Bresette

Support: Stephanie Bromley

Motion carried.

B. Planning Commission Letters of Interest

A discussion was held by the board on the procedure to expand the Planning Commission.

Mary Henricksen was recommended for appointment to the Onota Township Planning Commission by Supervisor Pihlainen. A motion was made to accept the recommendation and appoint Mary Henricksen to the Planning Commission.

Motion: Brian Bresette

Support: Susan Kerst

Motion carried.

C. Fire Department

Clerk Bromley presented the board with a letter from Chief Kimar to the Sheriff's Department (dispatch) requesting automatic mutual aid with AuTrain and Chocoday. Trustee Redmond stated that she had talked with fire department and township representatives from both AuTrain and Chocoday, and neither township was interested in assuming the duty of primary response for Onota Township, but that they would support the current department via mutual aid. Trustee Bresette turned over his information on the department and the discussions with Chuck Bouth to Trustee Redmond, who agreed to work with Chief Kimar on building the department.

VIII. NEW BUSINESS

A. Board Policy Review

A discussion was held on section 2.4f of the Onota Township Board Policy (Board Consultants).

A motion was made by Susan Kerst to change the wording of "up to the amount of \$500.00" to read "up to two (2) billable hours for legal consultation. This motion was amended by Brian Bresette to three (3) hours.

Motion: Susan Kerst
Amendment: Brian Bresette
Support (Amended Motion): Stephanie Bromley
Motion carried.

B. Website Discussion

A lengthy discussion was held on the website. A motion was made to hire Kelley Marketing as per their proposal (\$1,750 for design and 1 year of hosting) with the funds to be taken from the contingency fund. Although the concept was discussed at the budget meetings in February, there was not a line item in the budget for the website.

Motion: Sarah Redmond
Support: Terry Pihlainen
Motion carried.

C. Repair Cost for Water Line/Pump

Trustee Bresette asked that it be noted in the minutes that at least (3) board members were notified of this emergency repair expenditure prior to it being performed. A discussion was held.

A motion was made to waive the bidding process for the water line repair for the compelling reason that it was an emergency situation.

Motion: Brian Bresette
Support: Stephanie Bromley
Motion carried.

A motion was made to pay \$2,196 to Hakala Water Pump Repair for emergency repairs performed to the water line and pump.

Motion: Stephanie Bromley
Support: Brian Bresette
Motion carried.

Roll Call Vote:
Ayes: Susan Kerst
Sarah Redmond
Brian Bresette
Terry Pihlainen
Stephanie Bromley

Supervisor Pihlainen moved that, with no objections being made, the issue of emergency maintenance and repairs be tabled until the next meeting due to time constraints.

D. MTA Training

The Michigan Township's Association (MTA) is holding a training in Marquette on June 24, 2014, with an early bird rate deadline of May 14. A motion was made to approve up to \$500 for township board members to attend the MTA training.

Motion: Brian Bresette
Support: Susan Kerst
Motion carried.

E. Township Records

Clerk Bromley and her deputy brought to the attention of township officials the necessity of following state retention schedules to abide by state law. Upon finding excess outdated files, it was decided that the clerk would get cost estimates to hire a professional document disposal company; and additionally, contact NMU archives for an inventory of the township records held there.

F. Postage for Treasurer

A motion was made to approve up to \$450 for the postage costs to mail summer taxes.

Motion: Stephanie Bromley
Support: Brian Bresette
Motion carried.

IX. PUBLIC COMMENT

Public comment was opened at: 9:01 P.M.

Public comment was received from: David Kimar, Nancy Bennett, Terry Lane, and Chris Kimar.

Public comment was closed at: 9:07 P.M.

X. BOARD CONCERNS

Susan Kerst: None

Brian Bresette stated that citizens are requesting two dumpster roll-offs each year instead of one.

Terry Pihlainen: None

Sarah Redmond: None

Stephanie Bromley: Cost Recovery Ordinance was published in paper.

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 9:10 P.M.

Motion: Sarah Redmond
Support: Brian Bresette
Motion carried.

Respectfully Submitted,

Stephanie Bromley,
Onota Township Clerk
Proposed: 05/05/14
Approved: 06/02/14