

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
MARCH 6, 2017

I. CALL TO ORDER

The meeting was called to order at 7:01 pm.

Members Present: Terry Pihlainen, Supervisor
Brian Bresette, Trustee
Catherine Kimar, Clerk

Susan Kerst, Treasurer
Connie Lacko, Trustee

Members Absent: *none*

II. AGENDA

A motion was made to accept the agenda as presented.

Motion: Brian Bresette
Support: Terry Pihlainen
Motion carried.

III. PUBLIC HEARING ON 2017-18 BUDGET

The public hearing for the proposed 2017-2018 budget was opened at 7:03 pm.

Public comment was opened at 7:04 pm.

Public comment was received from: John Highlen on the millage rate.

Public comment was closed at 7:05 pm.

The board adopted the General Appropriations Act and the 2017-2018 budget by resolution (#2017-03).

Motion: Terry Pihlainen
Support: Brian Bresette
Motion carried.

Roll Call Vote
Ayes: Brian Bresette
Connie Lacko
Terry Pihlainen
Susan Kerst
Catherine Kimar

The public hearing was closed at 7:06 pm.

IV. MINUTES

A motion was made to accept the minutes as presented.

Motion: Susan Kerst
Support: Brian Bresette
Motion carried.

V. REPORTS

A. Financial Report

Treasurer Kerst presented the bills for payment.

A motion was made to pay the bills as presented in the amounts of: \$7,470.55 from the general fund (checks #3621 to #3649); \$4,434.04 for the fire fund (checks #1687 to #1695); and \$4,798.06 for the solid waste fund (check #1137).

Motion: Brian Bresette
Support: Connie Lacko
Motion carried.

A motion was made to approve the monthly balance sheet and profit & loss statements for the general fund, fire fund, solid waste fund, and tax fund as presented by the clerk.

Motion: Brian Bresette
Support: Catherine Kimar
Motion carried.

Roll Call Vote
Ayes: Terry Pihlainen
Connie Lacko
Brian Bresette
Susan Kerst
Catherine Kimar

B. Assessor Report

Assessor Schmidt was present and gave a verbal summary of his report. He answered a question the treasurer asked about property value decrease after buildings are demolished. A written copy is on file.

C. Zoning Administrator Report

ZA Woolard reported a few inquiries and continued work on vacation rental non-compliance. The ZA & supervisor met with the attorney to develop an enforcement procedure and draft/send letters to the person who has been violating the zoning ordinance. It was noted that the township would need a zoning citation form. A copy of the written report is on file.

D. Fire Department Report

Chief Kimar read the Fire Department Report. A copy is on file. The board agreed to support the fire department efforts to obtain grant funds from the Keweenaw Bay Indian Community (KBIC).

E. Planning Commission Report

Trustee Bresette reported:

- * Discussion of vacation rental noncompliance with zoning. Commission members agreed that a cease & desist letter should be sent to a Shelter Bay property owner known to be in violation.
- * The recreation plan expires at the end of 2017 – they will be reviewing it for an update. The clerk noted the estimated cost was \$900 - \$1,200 for Central Upper Peninsula Planning and Development (CUPPAD) to assist with the update.
- * Meetings will be held on a monthly basis for the next fiscal year.

F. Supervisor Report

The supervisor reported:

- * Altran requested financial assistance from the township, reporting 492 uses of their service by township residents in the past year. This issue was tabled to look into the legality of expending funds in this way.
- * He attended a regional meeting of township supervisors and received informational updates on the state mandated Geographical Information Systems (GIS) implementation (*approximate cost 4-5k per township*) by Alger County. Assessor Schmidt stated that GIS was a valuable asset to local governments when used properly.
- * Local townships discussed forming a township association and asked the supervisor if he will act as a representative for the group, to which he agreed.

VI. CORRESPONDENCE

The board was invited to attend a Michigan State University workshop for municipal government regarding planning and management for medical marijuana. No other correspondence was received.

VII. PUBLIC COMMENT

Public comment was opened at 7:36 pm.

Comment was received from: Delores Dolan on the schedule of Planning Commission meetings; John Howko asking if the township received any response on the potential wind farm; Charlene McDonnell on

GIS mapping and the reason for decreases in property value (*received response from assessor*); and Terry Lane on the fire department grant and tanker truck.

Public comment was closed at 7:43 pm.

VIII. UNFINISHED BUSINESS

A. Hall Renovations

New bathroom doors were purchased. The supervisor reported that he had looked into flooring and the lowest cost would be from McCabe's Quality Flooring, as the other two flooring businesses in the area (Mathew's Floor Fashions and Flynn's flooring) are more expensive. He asked that the bidding process be waived (as it would save significant time and the cost of newspaper ads).

He also reported that the project would be likely to run into the new fiscal year; the clerk stated that, to her knowledge, there was no method of transferring money from a prior to a new budget. It was decided that Anderson-Tackman accounting would be contacted for clarification.

A motion was made to waive the bidding process on new flooring for the entire west portion of the township hall and further award the bid to McCabe's Quality Flooring for \$4,061.04, contingent on the clerk verifying from the accountant that there was a method that budgetary allocations could be transferred to a new fiscal year.

Motion: Terry Pihlainen
Support: Connie Lacko
Motion carried.

Roll Call Vote:
Ayes: Brian Bresette
Connie Lacko
Terry Pihlainen
Susan Kerst
Catherine Kimar

IX. NEW BUSINESS

A. Salary Resolutions

During the budget planning process, the board discussed a minor increase of \$25/month to the salaries of township elected and appointed officials. The last change in salaries was at least five years prior. In accordance with the increases planned for in the 2017-18 budget, Clerk Kimar presented six salary resolutions to the board for the positions of (1) clerk, (2) deputy clerk, (3) treasurer, (4) deputy treasurer, (5) supervisor, and (6) trustee. Salaries of appointed officials (custodian/sexton, zoning administrator, fire officers) do not require a resolution.

A motion was made to establish the salary of township clerk by resolution (#2017-04).

Motion: Terry Pihlainen
Support: Susan Kerst
Motion carried.

Roll Call Vote:
Ayes: Brian Bresette
Connie Lacko
Terry Pihlainen
Susan Kerst
Catherine Kimar

A motion was made to establish the salary of deputy clerk by resolution (#2017-05).

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

Roll Call Vote:
Ayes: Brian Bresette
Susan Kerst

Terry Pihlainen
Connie Lacko
Catherine Kimar

A motion was made to establish the salary of township treasurer by resolution (#2017-06).

Motion: Catherine Kimar
Support: Connie Lacko
Motion carried.

Roll Call Vote:
Ayes: Connie Lacko
Susan Kerst
Catherine Kimar
Brian Bresette
Terry Pihlainen

A motion was made to establish the salary of deputy treasurer by resolution (#2017-07).

Motion: Susan Kerst
Support: Catherine Kimar
Motion carried.

Roll Call Vote:
Ayes: Catherine Kimar
Connie Lacko
Brian Bresette
Terry Pihlainen
Susan Kerst

A motion was made to establish the salary of township supervisor by resolution (#2017-08).

Motion: Susan Kerst
Support: Brian Bresette
Motion carried.

Roll Call Vote:
Ayes: Brian Bresette
Connie Lacko
Terry Pihlainen
Susan Kerst
Catherine Kimar

A motion was made to establish the salary of township trustee by resolution (#2017-09).

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

Roll Call Vote:
Ayes: Brian Bresette
Connie Lacko
Terry Pihlainen
Susan Kerst
Catherine Kimar

B. Tyoga Trail

Supervisor Pihlainen met with all parties involved in the maintenance and operation of the Tyoga Trail and discussed the legality and liability of leasing state recreational property with the attorney as well as the insurance agency. The attorney stated it was a legal practice and the insurance agency assured him there was no additional liability to the township.

The Department of Natural Resources (DNR), who currently operates and maintains the site, offered to lease the property to the township with the stipulation that upgrades would need to be made (four site

campground, unisex vault toilet, picnic tables, fire rings); it was suggested to pursue grants to fund the upgrades. Any fees received for operation of the campground would be used to directly offset expenses of its operation and maintenance. The DNR would continue maintenance work on the trail structures.

A discussion was held. It was noted that township residents had regularly used the campground as well as the trail. The township has provided funds for other recreational projects (e.g. AuTrain boat launch) and its recreation plan suggests further development of such sites.

A motion was made that the supervisor continue to pursue township involvement with the Tyoga Trail and campground project.

Motion: Brian Bresette
Support: Catherine Kimar
Motion carried.

Roll Call Vote
Ayes: Terry Pihlainen
Connie Lacko
Brian Bresette
Susan Kerst
Catherine Kimar

X. PUBLIC COMMENT

Public comment was opened at 8:20 pm.

Public comment was received from Terry Lane on if John Parlin was still involved with the Tyoga Trail, installation of the new bathroom doors, and dates for spring dumpster rollofs.

Public comment was closed at 8:22 pm.

XI. BOARD CONCERNS

Catherine Kimar – planned to start holding Thursday office hours, open to the public. Asked Brian to find out if the Planning Commission would like their minutes to be available on the website.

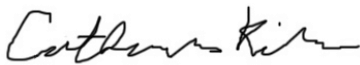
No other concerns were expressed.

XII. ADJOURNMENT

A motion was made to adjourn the meeting at 8:35 pm.

Motion: Brian Bresette
Support: Connie Lacko
Motion carried.

Respectfully Submitted,



Catherine Kimar
Onota Township Clerk
Proposed: 3/6/17
Approved: 4/3/17