

ONOTA TOWNSHIP BOARD
MINUTES OF SPECIAL MEETING
AUGUST 10, 2017

I. CALL TO ORDER

The meeting was called to order at 3:00 pm.

Members Present: Terry Pihlainen, Supervisor
Susan Kerst, Treasurer

Catherine Kimar, Clerk
Connie Lacko, Trustee

Members Absent: Brian Bresette, Trustee

II. AGENDA

A motion was made to accept the agenda as presented.

Motion: Susan Kerst
Support: Connie Lacko
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Susan Kerst
Support: Connie Lacko
Motion carried.

IV. REPORTS

A. Financial Report

The treasurer presented the bills for payment.

A motion was made to pay the monthly bills as presented:

- » \$7,447.22 for the general fund, checks #3771 to #3796;
- » \$1,330.11 for the fire fund, checks #1730 to #1734; and
- » \$5,595.41 for the solid waste fund, check #1144 to #1145.

Motion: Catherine Kimar
Support: Terry Pihlainen
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: Susan Kerst
Support: Connie Lacko
Motion carried.

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

B. Assessor Report

The clerk read the report from the assessor (*a copy is on file*).

C. Zoning Administrator Report

The clerk read the report from the zoning administrator (*a copy is on file*).

D. Fire Department Report

Chief Kimar read the Fire Department Report (*a copy is on file*).

A motion was made to approve up to \$2,800 for the maintenance and testing costs as requested (DOT inspection \$1,000; hydraulic tools \$1,050; pump testing \$600; ladder testing \$150).

Motion: Terry Pihlainen
Support: Susan Kerst
Motion carried.

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

E. Planning Commission Report

The Planning Commission liaison was not present to give a report. The clerk noted that a significant number of recreation surveys were returned. The supervisor mentioned that he had several calls requesting further details about recreational sites listed in the survey.

F. Supervisor Report

The supervisor reported on the following items:

- * Tyoga: The Department of Natural Resources (DNR) is currently working on the trail & has repaired the damaged bridge and built a boardwalk over a muddy area. John Highlen brought four downed signs to John Parlin for repair. The campground is being used regularly.
- * FEMA maps: The new FEMA flood maps were received. They will be available for public review at the next regular board meeting.
- * Commercial Forest Reserve (CFR): 240 acres have been added & will be removed from the tax roll.
- * Laughing Whitefish Point Road: The residents of this road have continued to complain significantly about the condition of their road. They asked about donating funds to ACRC for repairs to their road; however there is no system in place to allow for direct donation to a road project. When contacted for advice, the Michigan Township Association (MTA) was also unable to see a way this could be done. The supervisor will continue to investigate a remedy to this issue, but it is against ACRC policy to spend funds on maintenance of seasonal roads due to the significant amount of active (non-seasonal) roads with maintenance needs as well as budget limitations. He also noted that it is possible that the road being opened early (in February) played a part in its current condition and would discuss this with the ACRC foreman.
- * Keys: The supervisor suggested that the township hall locks to be changed as there is no record of when this was last done. The clerk noted that there was uncertainty as to how many keys were currently assigned. It was agreed that she would make a list of employees / personnel / etc who have keys (to the best of her knowledge).

A motion was made to approve up to \$300 for changing the building locks.

Motion: Terry Pihlainen
Support: Susan Kerst
Motion carried.

V. CORRESPONDENCE

Correspondence was received from the following:

*AuTrain Township: conditional use permit, *UP Propane (price control contract), *Altran funding request

The board discussed these items, but did not take any action.

VI. PUBLIC COMMENT

Public comment was opened at 3:35 pm.

Comment was received from Terry Lane on the poor condition of a custodial storage cabinet that needed to be replaced; Delores Dolan on what kind of response the online recreational survey form had received (*the clerk said that she had not yet checked but would print out any responses for the Planning Commission*).

Public comment was closed at 3:39 pm.

VII. UNFINISHED BUSINESS

A. Dumpster Rolloff wages (supervisor)

The supervisor explained that as the organizer of the dumpster rollofs, he had to do a significant amount of coordination with various businesses, agencies, and individuals and he felt this extra work should be compensated at a higher rate.

A motion was made to assign additional duties to the supervisor for dumpster rolloff coordination & management, and to compensate him at the requested rate of \$100/day.

Motion: Susan Kerst
Support: Connie Lacko
Motion carried.

Abstain: Terry Pihlainen

B. Fire hall culvert

An estimate was received from Dave Kimar in the amount of \$1,355 to remove the culvert, dispose of the culvert, and fill in any remaining space with gravel. It was brought up that because this culvert is in the right-of-way of Deerton-Sand Lake Rd, it is the responsibility of the Alger County Road Commission (ACRC) to remove it. The clerk said that coincidentally, while reviewing minutes from the 1980s, she had found the minutes from 1981-82 that showed the ACRC did install the culvert. The supervisor asked that the minutes be scanned so they could be sent to the ACRC with a request to remove the culvert. The board agreed to this course of action.

VIII. NEW BUSINESS

A. Menards card

The township received a letter from Capital One Commercial following an audit of their records stating that because the township did not have a name listed on the card, the account will be closed in September unless a name is given. The clerk offered to check with Anderson Tackman and MTA about placing her name on the account, as the treasurer did not want her name used as she will likely be moving within the next year.

Holiday stations were also purchased by another company; it is unknown at this time if this will affect the ability of the fire department or sexton/custodian to purchase fuel from these locations.

B. Planning Commission resignation

The board received a letter of resignation (& set of keys) from the Planning Commission chairperson, Wil Christensen.

A motion was made to accept the letter of resignation.

Motion: Catherine Kimar
Support: Connie Lacko
Motion carried.

C. Zoning citation form approval

After discussion with MTA and the lawyer, the Zoning Administrator noted that version 03 of the

Uniform Citation form had been recommended by all involved parties for zoning-related enforcement incidents.

A motion was made to approve the use of Uniform Citation form 03 by the Zoning Administrator for the citation of violations.

Motion: Catherine Kimar
Support: Terry Pihlainen
Motion carried.

IX. PUBLIC COMMENT

Public comment was opened at 3:58 pm.

Public comment was received from Delores Dolan on what the citation form will be used for (*the supervisor clarified that at this time, it was only for zoning violations*); Terry Lane on the theft of the sealant ring off the hazardous waste barrel outside the township hall.

Public comment was closed at 4:01 pm.

X. BOARD CONCERNS

Catherine – 1) Responded to a FOIA request with a estimated cost of \$85 – the request was withdrawn; 2) the audit is set to start August 14th; 3) township stationery should be updated (cannot be printed from a computer, lines are crooked).


No other concerns were expressed.

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 4:03 pm.

Motion: Catherine Kimar
Support: Connie Lacko
Motion carried.

Respectfully Submitted,



Catherine Kimar
Onota Township Clerk
Proposed: 08/10/17
Approved: 09/05/17