

Au Train Township Regular Board Meeting
December 11, 2017
6:00 o'clock p.m.

Pursuant to adjournment, the Au Train Township Board convened in the Community Building, Au Train, Michigan, on the above date at 6:00 p.m.

The Meeting was called to order by Supervisor Michelle Doucette, with the following members present: Mary Rogers, Clerk; Ann Clapp, Treasurer; Kristy Cota, Trustee and John Carr, Trustee.

*VISITORS PRESENT – Approximately 3 persons attended the Board Meeting. A complete sign up sheet is on file with Clerk Rogers.

*APPROVAL OF AGENDA

Additions and Changes to the Agenda were made as necessary. MOTION by Clerk Rogers, second by Trustee Cota, to approve the Agenda as amended. MOTION CARRIED.

*MINUTES

MOTION by Clerk Rogers, second by Trustee Carr, to approve the minutes of the November 13, 2017 Regular Board Meeting, as presented. MOTION CARRIED.

MOTION by Supervisor Doucette, second by Clerk Rogers, to approve the minutes of the December 4, 2017 Special Board Meeting, as presented. MOTION CARRIED.

*BILLS AND CLAIMS

MOTION by Trustee Cota, second by Clerk Rogers, to accept this month's bill list as presented and authorize that they be paid as funds are available. COTA, YES; ROGERS, YES; DOUCETTE, YES; CLAPP, YES; CARR, YES. MOTION CARRIED. (General Fund Checks Numbered #15687 through #15715- Fire Fund Checks Numbered #7962 through #7994- Garbage Fund Check Numbered #2026).

*BOARD MEMBER REPORTS -

•TREASURER'S REPORT - For the Month of November 30, 2017, as presented by Ann Clapp, Treasurer

GENERAL FUND CHECKING

Beginning Balance	\$	94,457.44
Deposits		7,959.82
Interest		1.02
Disbursements		25,826.32
Ending Balance	\$	76,922.45

FIRE FUND CHECKING

Beginning Balance	\$	106,609.35
Deposits		574.81
Interest		1.15
Disbursements		35,162.87
Ending Balance	\$	72,022.44

Certificate of Deposit	\$	50,525.92
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GARBAGE FUND CHECKING

Beginning Balance	\$	20,168.51
Deposits		193.56
Interest		.18
Disbursements		12,922.92
Ending Balance	\$	7,439.33

ROAD FUND CHECKING

Beginning Balance	\$	60,927.68
Deposits		383.21
Interest		0.73
Disbursements		2,407.64
Ending Balance	\$	58,903.98

*A Complete copy of the November 30, 2017 Report is on file with Clerk Rogers.

*CLERK'S REPORT - Clerk Rogers updated the Board on the recent activities for the past month. In addition noted that Budget prep will be beginning along with getting W2's and 1099's processed.

*SUPERVISOR'S REPORT - Supervisor Doucette updated the Board on recent activities for the month. She also noted that she spoke with CUPPAD regarding the Township mapping. They noted they are 97% done with the Township parcels. They anticipate a January release of the maps to the Township. The December Board of Review will be held on December 12th from 2:00-5:00 pm. Supervisor Doucette also noted that Mr. Kleeman is no longer a vendor with St. Vincent as a firewood supplier.

*TRUSTEE'S REPORT - Trustee Carr noted that he attended the December Fire Department meeting and checked the buildings over the past month.

PUBLIC COMMENTS - None

*SPECIAL PRESENTATION - None

*COMMITTEE REPORTS

Zoning Administrator/Planning Commission/ZBA - Clerk Rogers noted that the Zoning Administrators Report has been received and is on file. Zoning Administrator Jennifer Wagener was present. Clerk Rogers noted that Planning Commission Secretary Kim Rolfe provided copies of the Minutes for 2017, with the exception of November, which will be approved at their next meeting.

Supervisor Doucette noted that there are no scheduled meeting dates for the Zoning Board of Appeals at this time.

Assessor - Clerk Rogers noted that the Assessor's report was not received this month.

Cemetery - No report

Community Building/Promotion - Trustee Carr noted that the steel latches for the exterior doors have been fabricated by Duke Fillmore.

Fire Department – Monthly report has been received and on file. Fire Chief Perry King noted that there was one call this past month.

The Brush truck will be wired and fitted with cargo boxes for less than \$500.00. The Rescue rig is being stored at the Christmas Storage building. It currently needs repairs for brake lines and transmission issues up to \$2,000.00. The SxS is off the island and being stored in Christmas. Fire Chief King noted that they are planning work sessions over the winter months at the 16 Mile Lake Fire Hall.

Further discussion regarding the rescue rig was made. The cost of replacement would be something that

could be looked at during budget work sessions. MOTION by Clerk Rogers, second by Trustee Carr to authorize up to \$2,000.00 for repairs to the rescue rig through Skip's Automotive. ROGERS, YES; CARR, YES; CLAPP, YES; COTA, YES; DOUCETTE, YES. MOTION CARRIED.

***UNFINISHED BUSINESS -**

Employee Manual - The Township Employee Manual was reviewed and discussion was made for layout changes and typos. Clerk Rogers will update and provide copies to the Board.

***NEW BUSINESS -**

BS&A Proposal - A proposal from the Alger County Treasurer was presented for consideration. The tax collection software package proposal was prepared by BS&A Software. Treasurer Clapp, who met with the County and Township Treasurers, recommended that the Township approve the proposal. The tax software would have an initial cost to the Township of \$4,255.00, and an annual Service Fee of \$850.00 for service and support after the first year. This cost is comparable to Manatron (our current provider).

MOTION by Treasurer Clapp, second by Clerk Rogers, to approve the terms of the BS&A Contract, as presented, that include a startup expenditure of \$4,255.00 and annual service fee of \$850.00 by the Township, and authorize Treasurer Clapp to proceed with said contract through the Alger County Treasurer. CLAPP, YES; ROGERS, YES; DOUCETTE, YES; COTA, YES; CARR, YES. MOTION CARRIED.

Harbor View Drive Street Light Request - Clerk Rogers presented information to the Board regarding a request made by the Munising Public Schools Transportation Department for the installation of a street light at Harbor View Drive and State Hwy M-28. The bus driver voiced concerns over the increased speed limit and how dark the area is. Students have to cross the highway. Both UPPCO and MDOT will need to be contacted for information and/or approval. MOTION by Trustee Carr, second by Trustee Cota, to proceed with the installation of a street light at Harbor View Drive, and pay for associated costs, as it is a bus stop. CARR, YES; COTA, YES; ROGERS, YES; CLAPP, YES; DOUCETTE, YES. MOTION CARRIED.

Correspondence - Clerk Rogers presented correspondence from CUPPAD noting that they are willing to act as a liaison for the Township as it relates to the United State Census Bureau and their asking for participation in a program to update their local address database. The program is known as LUCA (Local Update of Census Addresses). There would be not cost to the Township for their services. Supervisor Doucette will fill out the necessary form to allow such authorization.

2018 Board Meeting Dates -

MOTION by Clerk Rogers, second by Trustee Cota to approve the following meeting dates for 2018. MOTION CARRIED.

Regular Board Meetings:

January 8th, February 12th, March 12th, April 9th, May 14th, June 11th, July 9th, August 13th, September 10th, October 8th, November 12th, and December 10th. Meetings will continue to start at 6:00 pm.

Budget Workshop Meetings:

February 19th and February 26th.

Budget Public Hearing:

March 12th (as part of the Regular Board Meeting).

***PUBLIC COMMENT - None**

***ADJOURNMENT**

Being no further business, MOTION by Clerk Rogers, second by Trustee Cota, to adjourn the meeting. MOTION CARRIED. MEETING ADJOURNED at 7:15 pm.

Submitted by: Mary F. Rogers, Au Train Township Clerk