

Au Train Township Regular Board Meeting
May 14, 2018
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 6 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 Carr, to approve the Agenda as amended. MOTION CARRIED.

*MINUTES

MOTION by Clerk Rogers, second by Trustee Cota, to approve the minutes of the April 9, 2018 Regular Board Meeting, as presented. MOTION CARRIED.

MOTION by Clerk Rogers, second by Trustee Cota, to approve the minutes of the April 19, 2018 Special Board Meeting, as presented. MOTION CARRIED.

*BILLS AND CLAIMS

MOTION by Clerk Rogers, second by Trustee Cota, to accept this month's bill list as presented and authorize that they be paid as funds are available. ROGERS, YES; COTA, YES; CARR, YES; CLAPP, YES; DOUCETTE, YES. MOTION CARRIED. (General Fund Checks Numbered #15811 through #15835- Fire Fund Checks Numbered #8041 through #8064- Garbage Fund Check Numbered #2033).

*BOARD MEMBER REPORTS:

•TREASURER'S REPORT - For the Month of April 30, 2018, as presented by Ann Clapp, Treasurer

GENERAL FUND CHECKING

Beginning Balance	\$	123,721.36
Deposits		23,845.86
Interest		1.46
Disbursements		12,785.99
Ending Balance	\$	134,782.60

FIRE FUND CHECKING

Beginning Balance	\$	278,789.93
Deposits		121.44
Interest		3.44
Disbursements		2,110.02
Ending Balance	\$	276,804.79

Certificate of Deposit	\$	50,525.92
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GARBAGE FUND CHECKING		
Beginning Balance	\$	124,531.93
Deposits		
Interest		1.45
Disbursements		10,893.60
Ending Balance	\$	113,639.78
ROAD FUND CHECKING		
Beginning Balance	\$	186,383.92
Deposits		
Interest		2.29
Disbursements		
Ending Balance	\$	186,386.21

*A Complete copy of the April 30, 2018 Financial Report is on file with Clerk Rogers.

Treasurer Clapp noted that we have received the Settlement payment for Winter Taxes from the County and that she attended the BSA Software Training on April 24, 2018. She has been working with BSA getting the system up and running on the Treasurer's computer system.

In conclusion of her report, Treasurer Clapp submitted a letter of resignation to the Board. She will be leaving the area with her daughter and family, who pursued an employment opportunity. The resignation is effective July 10, 2018.

Treasurer Clapp also noted, that with her Deputy Amber leaving for her new job in the next week, Kristy Cota was appointed as her Deputy Treasurer, effective May 14, 2018.

MOTION by Trustee Carr, second by Trustee Cota, to accept, with regret, Treasurer Clapp's Resignation, effective July 10, 2018. MOTION CARRIED.

Further discussion regarding the appointment of a Township Treasurer was made. Clerk Rogers provided copies of the information from the Michigan Townships Association. Clerk Rogers noted that if a Board member is appointed to the Treasurer position, then discussion regarding the appointment for that new vacant position would occur at the June Board Meeting. State Law indicates that the appointment of a successor cannot be made prior to 30 days before the resignation and/or vacancy. In addition, any appointment would be for the remainder of the current term.

MOTION by Supervisor Doucette, second by Clerk Rogers, that the successor for Treasurer Clapp be appointed at the June Regular Board Meeting, without advertisement. DOUCETTE, YES; ROGERS, YES; CLAPP, YES; CARR, YES; COTA, YES. MOTION CARRIED.

Clerk Rogers also noted that should a Board member be appointed to fill the Treasurer position, a decision about how to handle that vacancy would be made at the June meeting as well.

*CLERK'S REPORT - Clerk Rogers updated the Board on the recent activities, which included preparation for the Township audit with Anderson, Tackman and Company, scheduled to begin on May 29, 2018, written clarification with the post office regarding township mail deliveries, contacting MDOT regarding the Au Train Beach Campground sign placed on the opposite side of the highway and in the right-of-way, attending Election Cycle Preparation Training and continuing to work with the Zoning Administrator until she assumed full responsibility. Clerk Rogers also noted that the Election Commission will need to meet for the August Primary, and scheduled July 9th at 5:30 pm to meet, just prior to the July Board Meeting.

*SUPERVISOR'S REPORT - Supervisor Doucette updated the Board on recent activities, which included continuation of dealing with Assessor issues, and working with Attorney Murphy on the Kleeman matter. Scheduled Dust Control application and verification that the cost has gone down, investigating possible use of the County Community Service Program, handled a Blight Complaint and is addressing old complaints, if needed, and handled a Noise Complaint in Christmas. Clerk Rogers assisted in resolving that matter by contacting the person direct and asking them to turn the music down.

Supervisor Doucette also noted that she attended the BSA Treasurer training, and that Trenary is hosting the next Regional Government Meeting on May 30th at 4:30 pm.

*TRUSTEE'S REPORT - Trustee Cota noted that she attended the Planning Commission Meeting on May 10th, 2018.

Trustee Carr noted that he did the monthly fire hall inspections, and attended the Fire Department Monthly Meeting and the Planning Commission Meeting.

*SPECIAL PRESENTATION - None

*PUBLIC COMMENTS - None

*COMMITTEE REPORTS

Zoning Administrator/Planning Commission/ZBA - Clerk Rogers noted the monthly Zoning Administrators Report is on file. The Planning Commission met on May 10, 2018 for their Regular Board Meeting. A Conditional Use Permit Hearing for Cory Cole is scheduled for June 14, 2018 at 7:00 pm. Discussion regarding a possible variance request and the need for the Zoning Board of Appeals to meet, and the fee required to request a change in Zoning. The fee is \$1,000.

Assessor - Clerk Rogers noted that the Assessor's Report has been received and is on file. The July Board of Review has been scheduled for July 17th from 2:00-5:00 pm.

Cemetery - Supervisor Doucette noted that the Cemetery Committee should reconvene and recommended a review the Cemetery Ordinance to include a policy regarding future burials in the old cemetery portion. Supervisor Doucette also noted that flags have been ordered for Memorial Day placement.

Community Building/Promotion - May and June will be busy with rentals. Dan Weathers noted that a replacement battery has been ordered for the AED and that a push lawn mower is going to be purchased, with a cost estimate of under \$400.00.

The Heritage Trailhead is opened with the bathrooms ready for the season, in addition to installing the camera/security system.

Mr. Weathers also presented a Letter of Resignation for the Maintenance Position, effective July 1, 2018.

MOTION by Clerk Rogers, second by Trustee Carr, to accept the Letter of Resignation from Dan Weathers for the Maintenance Position, with regret. MOTION CARRIED.

Discussion regarding advertising for the position was made. Clerk Rogers will prepare an ad for the Munising News, and also place it on the website and Facebook. The deadline for applications will be June 4th, with a Special Meeting scheduled for June 6th at 6:00 pm to conduct interviews for applicants.

Fire Department – Monthly report has been received and is on file. There were 2 calls this past month. The DOT's are complete. There will be an ongoing repair with the Au Train Pumper. Ice Rescue Training went well. There was also a training session on the Brush Truck. All reports have been submitted to NFIRS. The Department is signed up for Active 911. The 120 day trial period started last month. The yearly cost will be approximately \$260.00. The SxS will go back on the island this month.

MOTION by Trustee Cota, second by Treasurer Clapp, to purchase a computer system for the Fire Department from Best Buy for a total cost of \$1,839.93. COTA, YES; CLAPP, YES; ROGERS, YES; DOUCETTE, YES; CARR, YES. MOTION CARRIED.

MOTION by Trustee Cota, second by Supervisor Doucette, to purchase a Projector and Screen for the Fire Department from Best Buy for a total of \$829.97 for training purposes. COTA, YES; DOUCETTE, YES; CLAPP, YES; ROGERS, YES; CARR, YES. MOTION CARRIED.

Au Train Township Board - Resolution No. 2018-003

Date: May 14, 2018

WHEREAS, The Au Train Township Board has authorized the use of Debit Cards for the General Fund Account and Fire Fund Account, replacing credit cards issued by People State Bank;

and

WHEREAS, the Au Train Township Board has determined that it is in the best interest and convenience, from time to time, to purchase items with a Debit Card from the General Fund Account and Fire Fund Account;

and

WHEREAS, Perry King is the Fire Chief of the Au Train Township Fire Department;

NOW THEREFORE BE IT RESOLVED that Perry King is an authorized signer on the Fire Fund Account, Account Number #0012310, with Peoples State Bank, for the purpose of being issued a debit card only and said authorization is valid as long as he is the Fire Chief in good standing.

The issuance of a debit card is not authority to spend outside the guidelines established by the Au Train Township Board.

The foregoing Resolution was offered by Board Member: Clerk Rogers

supported by Board Member: Trustee Carr

Upon a Roll Call vote, the following voted:

Aye: Rogers, Carr, Doucette, Cota, Clapp

Nay: None

The Supervisor declared by Resolution adopted.

Mary F Rogers

Mary F Rogers, Clerk

Discussion regarding the floor drain project for the Au Train Fire Hall was made. Specifications will be provided to Clerk Rogers so she can prepare an advertisement for bids. In addition it was noted that the Au Train Boat Launch access has been restored.

County Commission Update - Commission Chair Jerry Doucette was present and provided information to the Board on recent activities of the Alger County Commission. He noted that he is running for a 3rd Term on the Board. Information was provided on recent bills introduced in the State Legislature, Indigent Defense, balloting and voting mandates, and the purchase of a security system for the courthouse, jail and ambulance. A grant for school security has been received by the County.

***UNFINISHED BUSINESS -**

Kleeman Matter - Supervisor Doucette updated the Board in regards to the Kleeman Matter. A Hearing is scheduled for June 21, 2018 at 1:15 pm for the Summary of Disposition filed.

Porta Jon Placement - Supervisor Doucette presented cost to the Board for placement of a porta jon at the canoe parking area. MOTION by Trustee Cota, second by Trustee Carr, to authorize the placement of a Porta Jon at the Doucette bridge at a cost of \$105.00 per month through Tri County Disposal, for placement from Memorial Day until Labor Day. COTA, YES; CARR, YES; DOUCETTE, YES; ROGERS, YES; CLAPP, YES. MOTION CARRIED.

Heritage Trail Center Dock Installation - Supervisor Doucette noted that she is working on scheduling dock installation, the insurance estimate for repairs, and will be contacting Easy Dock for set up, repair and installation as soon as possible.

Assessor - Supervisor Doucette noted that she attended the AMAR Training and obtained a ton of very helpful information. The State Tax Commission will be conducting a full audit of the Township in 2019. In addition, information on several policies that will be required of the Township to meet Minimum Assessing Standards. Those will be introduced to the Board on a roll out basis in the coming months. Assessor Maki attended the meeting for the AMAR Review and is developing a work plan for the inspections of properties in the Township in order to meet the minimum standards of 20% per year, so that the entire Township is complete in 5 years. A parcel of list of about 415 parcels will be developed to inspect this year. With the assistance of a Field Technician this can be accomplished. The state will be back to review progress of the Township in June or July of 2018, to see if mistakes have been corrected and that the Action Plan is making progress. That review will be based on the 2018 Tax Roll.

***NEW BUSINESS**

Township Audit - Clerk Rogers noted that Anderson, Tackman and Company will be conducting the audit for Fiscal Year 2017-2018 onsite starting May 29th. We are in our 3rd year of a 3 Year Contract for Services with them.

Funding Request - Clerk Rogers presented a funding request from the Munising 4th of July Committee. MOTION by Supervisor Doucette, second by Trustee Carr, to authorize \$750.00 to the Munising 4th of July Fund. DOUCETTE, YES; CARR, YES; CLAPP, YES; ROGERS, YES; COTA, YES. MOTION CARRIED.

Clerk iPad Purchase - Clerk Rogers requested funding for the purchase of an iPad. It will be used for taking meeting notes and it would also assist staff during the conduct of elections by allowing easy access to voter information. MOTION by Supervisor Doucette, second by Trustee Carr to authorize the purchase of an iPad for the Clerks office at a cost not to exceed \$750.00. DOUCETTE, YES; CARR, YES; CLAPP, YES; COTA, YES; ROGERS, YES. MOTION CARRIED.

County Tax Sale - Supervisor Doucette presented correspondence to the Board from the County Treasurer's office offering parcels within the Township available for purchase through the 2015 Tax Sale. No Board Action.

Assessing Services Field Technician Contract - Clerk Rogers presented the Contract for Services from Timothy Luoma to offer Field Technician Services for the Township. After review and discussion, MOTION by Clerk Rogers, second by Trustee Carr, to authorize a Contract for Services with Timothy Luoma, to provide Assessing Field Technician Services from June 1, 2018 through September 30, 2018, in the amount of \$6,000.00, billed on a monthly basis. ROGERS, YES; CARR, YES; CLAPP, YES; DOUCETTE, YES; COTA, YES. MOTION CARRIED.

***PUBLIC COMMENT - 9:29 pm.** Public comments were received from William Atherton, Jerry Doucette and Jake Miller.

***ADJOURNMENT**

Being no further business, MOTION by Clerk Rogers, second by Supervisor Doucette, to adjourn the meeting. MOTION CARRIED. MEETING ADJOURNED at 9:37 pm.

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