

Au Train Township Regular Board Meeting
 January 13, 2020
 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 Johnson, Clerk; Kristy Cota, Treasurer; John Carr, Trustee and Jake Miller, Trustee

*VISITORS PRESENT – 4 persons attended the Board Meeting. A complete sign up sheet is on file with Clerk Johnson.

*APPROVAL OF AGENDA

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

*MINUTES

MOTION by Trustee Carr, second by Supervisor Doucette, to approve the minutes of the December 9, 2019 Regular Board Meeting, as presented. MOTION CARRIED.

*BILLS AND CLAIMS

MOTION by Treasurer Cota, second by Clerk Johnson, to accept this month's bill list as presented and authorize that they be paid as funds are available. COTA, YES; JOHNSON, YES; MILLER, YES; CARR, YES; DOUCETTE, YES. MOTION CARRIED. (General Fund Checks Numbered #16244 through #16271 - Fire Fund Checks Numbered #8356 through #8364 - Garbage Fund Checks Numbered #2061.)

*BOARD MEMBER REPORTS -

- TREASURER'S REPORT - For the Month of December 31, 2019

GENERAL FUND CHECKING

Beginning Balance	\$	109,137.59
Deposits		42,855.97
Interest		108.54
Disbursements		15,893.29
Total Checks Not Cleared		1589.55
Ending Balance	\$	134,619.26

FIRE FUND CHECKING

Beginning Balance	\$	332,506.34
Deposits		25,438.20
Interest		300.81
Disbursements		10,310.65
Total Checks Not Cleared		2,219.37
Ending Balance	\$	345,715.33

Certificate of Deposit	\$	50,955.46
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GARBAGE FUND CHECKING

Beginning Balance	\$	136,203.36
Deposits		17,131.86
Interest		122.14
Disbursements		11,389.00
Ending Balance	\$	142,068.36

ROAD FUND CHECKING

Beginning Balance	\$	270,364.72
Deposits		17,131.86
Interest		152.69
Disbursements		110,984.06
Ending Balance	\$	176,665.21

*A Complete copy of the December 31, 2019 Report is on file with Clerk Johnson.

Treasurer Cota noted that she will be in the office on Saturday, January 18, 2020 from 10:00-3:00. There are no hall rentals scheduled for January. A check from the Sault Tribe in the amount of \$3,500.00 was received and deposited into the General Fund Account.

She also noted that there was an error on the Winter Tax bills, which omitted the DNR millage and had an incorrect rate for Munising Public Schools. Tax bills are being reprinted and will be mailed out. Tax payers will have an adjustment of either a balance due or a credit, if they have already been paid. Others will see an amended bill. The Board assured Kristy that mistakes happen and this one can be corrected.

MOTION by Clerk Johnson, second by Trustee Carr, to purchase additional postage, as needed, for the Treasurer's office. JOHNSON, YES; CARR, YES; COTA, YES; DOUCETTE, YES; MILLER, YES. MOTION CARRIED.

*CLERK'S REPORT - Clerk Johnson noted that for the past month she has been working on Quickbooks, transitioning to the new desktop computer and continuing Education with the State (new training is added weekly). I am working on W2's and 1099's - they will be in the mail by the 25th of this month as Madison is having surgery on the 28th.

The Election Commission will need to meet on February 10th at 5:30 for the March 10th Presidential Primary to appoint election inspectors. All inspectors appointed will need to complete the EPB training online.

The March Presidential Primary will have two ballots after all, as there will be a Republican and Democratic Ballot. Absentee Ballots will be available by the end of the month. With no reason AV in the state now it is hard to determine how many AV ballot requests there will be.

As noted, the Clerk and Treasurer computers were purchased through Best Buy for \$1,399.00 total - our Tax Exempt Card had expired, but it was renewed and they issued a refund for the sales tax.

April 21st is the filing deadline for Township Offices w/political party affiliation for the August 4th Primary. I will have Petitions in my office in February. Petitions with Affidavit of Identity will need to be turned in by that date at 4:00 pm.

Ballot Wording for the Fire Department millage, to be considered for the August 4th Primary will need to be approved by the Board and received officially by my office at 4:00 pm on May 12th. I will forward the language to the County Clerk within 2 days. I have also told Grand Island Township that we intend to place that as well, they will need to also place the renewal on their ballot. Deanna is in her final year with Grand Island as Township Clerk - Dave Kronck will be running for Clerk next year. She asked me to check the status of our contract with Grand Island for Fire Protection Services. I am sure the agreement ran concurrently with the millage.

Cory Cole cashed his lost Township 2018 wages of \$90.04 in December of 2019. I didn't pay to have the check voided with the bank as we were told it was lost. It was replaced in August of 2019, which was also cashed. Cory owes the Township \$90.04. I left a message for him today to call me so I can discuss the matter. I will follow up with a certified letter if necessary.

Assessor Fuess notified Kristy and I that as much as he loves money, we overpaid him on 11/1/2019 and 12/1/2019. I paid him \$2,854.00 each month, which was the total amount of his contract increase, rather than the 3% monthly, which should be \$2,072.00 per month. I guess none of us caught that!! His January 1st check in the amount of \$488.00 reflected the difference of overpayment in the amount of \$1,584.00. We are all set now. Future payments will be \$2,072.00 per month for the balance of 2020.

*TRUSTEE'S REPORT - Trustee Carr noted that he attended the Fire Department Meeting and the Planning Commission Meeting. He is also working on obtaining replacement generator keys.

*SUPERVISOR'S REPORT - Supervisor Doucette updated the Board on recent activities, which include addressing several calls. Supervisor Doucette noted that she attended the December Board of Review meeting that was held on December 11th.

*SPECIAL PRESENTATION - None

*PUBLIC COMMENTS - Public Comments were received from Matt Lang and Bill Weiseninger, the new Planning Commission member was introduced to the Board.

*COMMITTEE REPORTS

Financial Reports - Clerk Johnson presented monthly financial reports for all funds. All reports were emailed to Board members prior to the meeting for review.

Zoning Administrator/Planning Commission/ZBA - Clerk Johnson noted that Zoning Administrator Jason McCarthy's Zoning Report has been received and is on file. Trustee Carr noted that the Zoning Ordinance amendments are just about complete. The 2020 Meeting Dates were established and Budget Recommendations were made and provided to Clerk Johnson.

Assessor/Board of Review - Clerk Johnson noted that the Assessor's Report has been received and is on file. Information regarding the December Board of Review meeting was provided. The March Board of Review dates have been preliminary set for Tuesday, March 3rd - 6:00 pm - Organizational Meeting. Wednesday March 11th 9:00-3:00 pm and Thursday March 12th 3:00-9:00 pm. Supervisor Doucette will confirm these dates with Assessor Fuess. With the Presidential Primary being held on March 10th, it will be a busy and challenging week for the Township.

Maintenance Department Report/Comm Bldg./Promotions - Ryan Walther was present and noted that he has spent much of his time dealing with snow removal with lots of plowing and shoveling. The new snowblower was purchased locally from Madigan's as an emergency replacement. A key storage box was installed in the Clerk/Treasurer's office. Discussion regarding the storage room and flooring replacement was made. A proposal for the storage room and flooring will be reviewed at the February Board Meeting.

Cemetery - No report

Fire Department - Monthly report has been received and on file. There were 4 calls for the month of December. Chief King noted that there are 4 members taking the FF2 class that runs 1/7/20 through 2/20/20. The text books purchased for the class were \$437.54 invoiced through the Michigan State Firemen's Association.

County Commission Update - Commissioner/Chair Jerry Doucette provided updates on recent activities of the County, which include the upcoming Ambulance Millage, Board Policy changes, 2019/2020 Budget, Grand Marais Ambulance service, website update and an upcoming active shooter training that will be held on September 9th and 10th.

***UNFINISHED BUSINESS**

Recreation Plan - Supervisor Doucette noted that she has been reviewing the expired Recreation Plan and would like to begin the process of plan review and update. She will contact CUPPAD for assistance and to determine if it would be better to hold off until the new Census Data becomes available. Clerk Johnson will scan and email the plan to Board members for review at their convenience.

***NEW BUSINESS**

Correspondence - Clerk Johnson presented correspondence from UPSET requesting a contract for services to support their efforts. After discussion, MOTION by Trustee Miller, second by Treasurer Cota, to enter into a contract for law enforcement services with UPSET in the amount of \$1,500.00. MILLER, YES; COTA, YES; DOUCETTE, YES; JOHNSON, YES; CARR, YES. MOTION CARRIED.

Clerk Johnson presented correspondence from the State of Michigan noting the Commercial Forest Listings for Greenleaf Timber Holding, Inc.

Appointment Board of Review - Supervisor Doucette noted that Kristy Drake did indicate she would be willing to serve on the Board of Review. MOTION by Clerk Johnson, second by Supervisor Doucette, to appoint Kristy Drake to the Board of Review, effective immediately, for a Two Year Term. MOTION CARRIED.

Appointment Zoning Board of Appeals - After some confusion regarding a recommendation from the Planning Commission, the appointment of a PC member to the Zoning Board of Appeals will be made at the February Board Meeting.

Township Fee Schedule Review - Discussion regarding a fee schedule for Township Services was made. Input was provided and Supervisor Doucette will be preparing for publication. Discussion regarding a Wage/Salary Detail Report for all Board Members, offices and members was made. Clerk Johnson noted that a document will be created and made available on the Township website.

2020 Township Board Goal List - Clerk Johnson noted that she wanted to put a 2020 Goal List together for reference by the Board throughout the year as we continue to update and work together.

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| -Zoning Ordinance Update/Amendments | -Recreation Plan Update |
| -Update Fee Schedule (online) | -Wage/Salary Detail Report (online) |
| -CUP and Zoning Approvals Digital Backup | -BSA Online follow-up/Contract |
| -Ballfield Abandonment (including fence removal and well abandonment) | -Cemetery Identification mapping |
| -Community Building Updates (Storage room/flooring) | -Records retention and clean out |
| -Cemetery updates (trenching water line to new section) | |
| -Gov.pay (online tax payment system) | |

***PUBLIC COMMENT** - (7:58) Public comments were received from Matt Lange, Bill Weisinger and Commissioner Jerry Doucette.

***ADJOURNMENT**

Being no further business, MOTION by Trustee Carr, second by Treasurer Cota, to adjourn the meeting. MOTION CARRIED. MEETING ADJOURNED at 8:05 pm.

Submitted by: Mary Walther Johnson, Au Train Township Clerk