

**Munising Township Regular Board Meeting Minutes**  
**February 5<sup>th</sup>, 2018 7:00 p.m. – 8:15 p.m.**

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**Roll Call:**

Board Members Present: Supervisor—Lisa Howard, Clerk—Patty Willson, Treasurer—Nicole Graves, Trustee—Carmon Decet, and Trustee—Selina Balko. Also, present: Assistant Fire Chief Bob Balko, Deb Carlson, April Lark, Mike Tietjen, Roger Carlson, and Janet Miron.

Supervisor Howard opened our January 2<sup>nd</sup>, 2018 meeting at 7:00 p.m. leading us with the pledge.

**Public Comment:**

Comments were received by one person regarding unstable structure in Shingleton. Resident is plowing snow up to the structure and kids are climbing onto the roof. Supervisor already asked the resident to stop plowing snow up to the structure and has left messages with the County Building Inspector. Supervisor will address again. Also, the resident on Olson Road moved to a house with indoor plumbing. There is a septic concern though.

**Approval of Minutes:**

Moved Balko/seconded Decet to **approve minutes of January 2<sup>nd</sup>, 2018, Township Board meeting.**  
Carried.

**Clerk's Correspondence:**

Clerk received the annual newsletter from Anderson, Tackman & Company; an email from a Political Science student at NMU requesting information about the positions of office in our Township; quarterly statements and financial reports from John Hancock; and a resume and job application for any office position available. Clerk filled out and returned the sales tax exemption certificate to Shopko and filled out and returned the Annual Payroll Information packet from Burnham & Flower pertaining to pension. Training coming up for Planning and Zoning and Board of Review members. A representative from Municipal Employees' Retirement System of MI (MERS) dropped off a packet of information for us to review. Received a thank you letter and a 3-day pass from Valley Spur.

**Supervisor's Correspondence:**

Supervisor received notice of a Rural Task Force 12A meeting at the Road Commission to discuss federal transportation dollars and state economic development funds, and a list of Recreation Grants offered by the Michigan DNR. Course titled Understanding the Basics of Assessing for Local Unit Officials on May 9<sup>th</sup> and July 11<sup>th</sup>.

**Requested Items:**

- A. Zoning Administrator: Report submitted.
- B. Fire Department: Received \$5,000 grant (50/50) for turn-out gear.

**Clerk's Report:**

Completed and sent year-end reports, W-2's, and 1099's. Ordered office supplies from Office Max. Price comparisons showed that Office Max and Quill are much cheaper than Miller Action Office Supply. Still waiting for tax-exempt approval (2-4 weeks). Mark Hannula needs an approximate value of the boardwalk to list the boardwalk on our policy. Mark will be here on April 2<sup>nd</sup> to perform an assessment at our property and he will present his findings at our regular board meeting that night. Township was closed January 1<sup>st</sup> for New Year's Day, the 15<sup>th</sup> for Martin Luther King Jr. Day, and closed the 12<sup>th</sup> and 23<sup>rd</sup> due to snow storms and schools cancelling. MTA's 2018 Board of Review Training on February 21<sup>st</sup>. There are four signed up.

**Supervisor's Report:**

Attended both Planning Commission meetings last month. They are moving efficiently through the ordinance. Contacted Copy Rite Copier Center to have them come service our copier. Dealt with a residential snow plowing situation. Coryell Nursery is interested in landscaping our park.

**Unfinished Business:**

- A. Road Priority List: ACRC recommends graveling Railroad Street in Shingleton because it is accessed by snowmobiles during the winter and the studs will chew up the pavement.
- B. Discuss Boardwalk Damage: Clerk spoke with Mark Hannula regarding the status of our claim. Mark said coverage is still pending and "might" cover more than he originally thought. He did not think we should be concerned with timeframes if it so happens that we must pursue other parties liable. Mark didn't

think there would be any dredging coverage.

**New Business:**

- A. Discuss Wage Resolution: A resolution was offered by Howard and supported by Graves to **leave wages for fiscal year 2018-2019 the same. Roll call vote: Balko-yes, Willson-yes, Howard-yes, Graves-yes, and Decet-yes. 5 yes, 0 nay.** Howard declared the resolution passed.
- B. Discuss Township "Clean-up Day": Board discussed ideas to get rid of tires and the clean-up date of Saturday, May 5<sup>th</sup>.
- C. Discuss Credit Card Policy: A resolution was offered by Balko and supported by Graves to **adopt the township Credit Card Use Policy. Roll call vote: Decet-yes, Graves-yes, Balko-yes, Willson-yes, and Howard-yes. 5 yes, 0 nay.** Howard declared the resolution passed.
- D. Discuss Scanner/Printer for Assessor: Board decided to table until we get more information as to the Assessor's needs.
- E. Discuss Editing Zoning Ordinance: Moved Decet/Seconded Balko to **have Jolene type the edits to the ordinance at the rate of \$13.00 per hour.** Carried.
- F. Discuss Mileage Policy: A resolution was offered by Balko and supported by Decet to **adopt the township Mileage Policy. Roll call vote: Howard-yes, Balko-yes, Decet-yes, Willson-yes, and Graves-yes. 5 yes, 0 nay.** Howard declared the resolution passed.
- G. Discuss Copier Maintenance Agreement: Board discussed our maintenance and supply agreement, the cost, and the lack of service we have received. We may have to explore other options.
- H. Discuss Federal Holiday – President's Day, February 19<sup>th</sup>: Office closed.

**Committee/Policy Reports:**

Planning Commission—January 10<sup>th</sup> and 24<sup>th</sup> draft meeting minutes submitted. ACPRD is in negotiations with the school about taking over central. Boiler estimate is \$150,000 plus asbestos abatement.

**Public Comment:**

Comment was received by a board member regarding a FaceBook message regarding confusion over our physical address. Zoning Administrator mentioned vacation rental issues that might arise.

**Building Report:**

4	Private Rental 4:00 p.m. – 8:00 p.m.	19	CLOSED – Presidents Day
5	Township Meeting 7:00 p.m.	19	Wetmore Community Club 6:30 p.m.
6	United States Mint – Coin Forum 6 – 7:00 p.m.	20	WeQUILTmore 1:00 p.m.
6	WeQUILTmore 1:00 p.m.	27	SORVA 6:30 p.m.
8	Munising Bay Quilt Guild 6:00 p.m.	28	Planning Commission 6:30 p.m.
14	Planning Commission 6:30 p.m.		

**Treasurer's Report:**

Balance Savings (1/1/18): \$361,079.57. Receipts: \$142,648.44. Disbursements: \$25223.63. Balance Savings (1/31/18) \$478,504.38. Balance Fire Truck Millage Account: \$466,498.33. Balance Road Millage Fund: \$118,127.72. Balance Recreation Fund: \$15,033.45. Balance Road Improvement Fund: \$21,812.26. Balance Road Bond Account: \$26,120.29. Balance General Fund: \$391.90.

**Pay Bills:**

Moved Balko/seconded Decet, to **pay bills with checks numbered 5720 through 5781, with check number 5770 voided.** Carried.

**Next Meeting:**

March 5<sup>th</sup>, 2018

**Adjournment:**

Moved Decet/seconded Willson, to **adjourn.** Carried. The meeting adjourned at 8:15 p.m.

Respectfully Submitted by Patty Willson, Clerk

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Patty Willson, Clerk

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Lisa Howard, Township Supervisor