

**Regular Meeting of the Burt Township Board  
December 11, 2007 – 7:00 p.m.**

**DRAFT**

**Attendance:** Jack Hubbard, Kay Wampler, L. Scott Wieting, Marc Oglevie; Lois Leavenworth absent/excused **Citizens:** approx 20

**Public Comment:** Supervisor noted that Trustee Leavenworth was not in attendance as she had been in a car accident the previous night but was lucky not to have sustained any serious injuries.

**Approval of the Agenda:** **Motion** by Wampler, supported by Wieting to approve the agenda - 4 ayes

**Correspondence:** One Letter from DNR regarding Fire Department Grant for a new portable water tank. **Motion** by Wampler, supported by Oglevie to authorize Fire Chief to proceed with the purchase as outlined in the grant – 4 ayes

**Approve Minutes:** Minutes of Nov. 13 approved on **motion** by Wieting, supported by Oglevie – 4 ayes

**Reports:** Written report received from Nancy Weston regarding the Emergency Exercise done earlier in the day. Written report received from DPW/Water Dept and from Scott Wieting on the landfill closure project inspection.

**Supervisor's Report:** Supervisor Hubbard thanked all involved in the CERT Exercise. The TV-6 Harbor video is expected this week. After the new auditor meeting, he is going to be an asset to the township, real professional. Park Electric Project going well, they are working rapidly. John Underhill is suing us again indicating that our defense was "frivolous".

**Resignations/Hiring/Appointments:** Ed Massey resigned from the BOR this afternoon. Clerk Wampler will post a job opening for the position and one alternate, along with an opening for Zoning Administrator.

**Treasurers Report:** Reconciled bank balances as of 12/11/07: General Fund \$4,014.96, Fire Protection \$2,003.63, Woodland Park \$13,633.29, Ambulance Corps \$23,624.87, Marina \$7,738.14, Harbor \$22,990.05, RLF \$81,040.87, Improvement \$1,615.98, Medical Facility \$1,271.14, Fuel System \$18,415.69, Water Op/Maintenance \$267.65, Water Receiving \$6,303.32, Water Bond Redemption \$24,956.29, Water Wellhead Protection \$4,801.16, Water – General Purpose \$6,018.61, Tax/Agency \$98,479.69. Savings: Beach Access \$8,408.70, Ambulance Trust \$28,356.41. CD's – Ambulance \$10,963.49, Fire Dept \$7,687.68 and 21,927.00, Harbor Fund \$21,927.00, \$13,142.84, and 22,815.29, Beach Access/Greenspace \$10,110.45, Water Bond Reserve 23,370.58, Water General Purpose \$10,000.00, Water Receiving \$12,835.38, Water supply system \$11,685.28, and Woodland Park \$10,311.83. Treasurer was able to transfer \$8,000 into the General Fund from summer administration fees and \$8,000 into Township Improvement from current tax collections. The CD in the Park will be renewed one more time to be available for start-up in the spring.

**Clerks Payment of bills: POST-Audit** (Bills paid to be approved): General Fund \$12,446.07, Payroll \$15,018.04, Improvement \$5,227.44, Woodland Park \$88,650.08, Water Operating \$12.18, Water Wellhead \$3,042.35, Fire Dept \$484.43, Ambulance Corps \$828.91, Fuel System \$1,627.50. **Bill Sheet** (Bills to be paid): General Fund \$7545.75 plus \$119.80, Ambulance Corps \$1,776.64, Medical Facility \$968.20, Fire Protection \$491.48, Improvement \$5,046.39, Marina \$0.00, Woodland Park \$13,633.29, Harbor \$375.00, RLF \$375.00, Fuel System \$791.63, Water Operating \$3,485.69, Wellhead Protection \$4,701.16, Receiving Account \$4600.00 - **Motion** by Wieting, supported by Oglevie to approve both the post-audit and bills with additions – 4 ayes. Discussion ensued regarding Woodland Park Electrical Engineer oversight, a detailed map of where everything is, and the old septic system.

**Unfinished Business:** **A) 2008 Water Rates:** Preliminary numbers presented for discussion. Scott to update and we'll call a special meeting to approve within the next couple of weeks. **B) Community Center Floor:** Jack/Mike will have a flooring company do a proposal. **C) 2006/2007 Audit Report** – Clerk reported that we still have not received our audit report for 2006/2007 nor has Bruce Dewar responded to emails. According to the Preliminary Audit Report, he still has open items with the Treasurer but he had a meeting with the RDA to present them with the report back in October so it must be completed. The new auditor is required to communicate with the previous auditor so we have to notify Schneider, Larche and Haapala. Clerk Wampler to go ahead and send a certified letter advising of the new auditor and requesting the final report. Park Loan – Jack has been communicating with the Bank. They need a package of the electric work being performed. They are looking at 4.5 to 4.7% interest but we have to file our Qualifying Statement with the State before we borrow any money.

**New Business:** **A) Planning commission – Proposed Amendments to the Zoning Ordinance:** The proposed amendments were faxed to the township attorney for review. Attorney, Kirt Harmon requested a little more time to review the amendments before the planning commission proceeds with the next steps. **B) Election Commission Meeting: Approval of workers for 1/15 Primary (JH, MO, KW):** Clerk Wampler called the meeting to order. **Motion** by Supervisor Hubbard, supported by Treasurer Oglevie to approve the Election Inspectors as presented– 3 ayes. Meeting Adjourned. **C) New Auditor Recommendations:** Clerk Wampler briefed the board on recommendations from Scott Kenney, CPA from the December 7<sup>th</sup> introductory meeting and the current status of those items. **Motion** by Wampler, Supported by Wieting to approve People's State Bank as the Township's bank of record – 4 ayes. **D) Fee Policy for Tax Info to banks and mortgage companies (MO)** – Treasurer Oglevie reported that his and Sandee's time is being taxed with requests from banks and mortgage companies looking for tax information on properties when they had been sent the bills and would like to institute a fee for those services. Sandee did note that we need to check to see if we can legally do that and how. Marc is going to call around.

**Public Comment:** There was interaction with the audience throughout the meeting.

**Adjournment:** Motion by Oglevie to adjourn the meeting at 9:02 p.m.

Respectfully submitted, December 13, 2007:

Kay L. Wampler, Clerk

Approved: \_\_\_\_\_ on Motion by \_\_\_\_\_, supported by \_\_\_\_\_ ~ \_\_\_\_ ayes, \_\_\_\_ nay's

The full text of any/all Resolutions contained herein shall be provided as an addendum to these minutes.

An official copy of all resolutions passed at this meeting are on file in the Clerk's office at the Burt Township Hall and are available for inspection/review by appointment.