

**Regular Meeting of the Burt Township Board
August 14, 2007 – 7:00 p.m.**

APPROVED

Attendance: Jack Hubbard, Kay Wampler, L. Scott Wieting, Marc Oglevie – Lois Leavenworth absent/excused

Citizens: approx 25.

Public Comment: Nancy Weston on 1st Aide/CPR Class, Jim Seibert on Neighborhood Watch added to agenda, Gee Petruske, Scott Wieting and Ron Whaley volunteered for the Recreation Plan Committee, Nancy Weston on the JEAN Fund Arts Grant Programs being well received and attended

Approval of the Agenda: **Motion** by Wieting, second by Oglevie to approve the agenda with addition of Neighborhood Watch under New Business G) and Harbor Master & Septic Grant-Waterways under Unfinished Business E), and deleting New Business F) 2006/2007 Audit - 4 ayes

Correspondence: Letters received/read from Ed Warren regarding the Gazebo on the Greenspace property, Alger County Sheriff, David Cromell regarding the 9-1-1 system in event of fiber optic break downs in Burt Twp, Jim Seibert regarding the Electrical report by the State.

Approve Minutes: Minutes of July 10 approved on **motion** by Oglevie, second by Wieting – 4 ayes.

Reports: A written report was received from DPW/Water Dept Manager, Mike Beek & Woodland Park Manager, Sheri Shafer, and Airport Manager, Sandee Sibbald. Sheri gave a brief oral report of the activity.

Supervisor's Report: Supervisor Hubbard reported on his efforts on the breakwall and meetings with the State Waterways commission.

Resignations/Hiring/Appointments: Dale Ross requested approval to hire T.J. Wilson and Christopher Purple on the Fire Department – approved on **motion** by Wampler, second by Wieting – 4 ayes.

Treasurers Report: Reconciled bank balances as of 8/13/07: General Fund \$30,528.23, Improvement \$36,561.48, Harbor \$18,758.47, Ambulance \$35,564.30, Tax Account \$203,443.37, RLF \$61,647.70, Fire Protection Fund \$20,711.95, Woodland Park \$168,306.82, Marina \$11,241.60, Fuel System \$(2,015.82), Medical Facility \$569.85, Water Operating \$3,887.21, Water Receiving \$13,476.46, Bond Redemption \$21,362.67, Wellhead Protection \$351.87, Water NOW Acct \$10,585.78, Beach Access \$3362.21, Ambulance Trust Savings \$28,267.35, CD's – Ambulance \$10,705.61, Fire Dept \$7,521.53 and 21,411.23, Harbor Fund \$21,411.23, \$12,577.90, and 22,378.36, Beach Access/Greenspace \$10,000.00, Water Bond Reserve 22,824.05, Water General Purpose \$10,000.00, Water Receiving \$12,835.38, Water supply system \$11,412.02, and Water Bond Reserve \$22824.05, and Woodland Park \$10,189.83. Outstanding RLF Loans/Grants – Dunes Motel \$7,612.54, Fuel System \$12,691.14, Hilltop Cabins \$47,324.59, Burt Township Well \$50000.00 (Grant).

Clerks Payment of bills: POST-Audit (Bills paid to be approved): General Fund \$6,345.87, Payroll \$22,425.69, Improvement \$3,872.25, Marina \$429.21, Woodland Park \$6,139.91, Water Operating \$2,112.18, Fuel Depot \$13,412.95, Medical Facility \$829.44, Fire Dept \$484.43, Water Receiving \$4,300.00, Ambulance Corps \$864.44. Bill Sheet (Bills to be paid): General Fund \$14,516.80, Ambulance Corps \$2,711.12, Medical Facility \$278.63, Fire Protection \$3,651.50, Improvement \$8,612.79, Marina \$6,015.00, Woodland Park \$51,895.36, RLF \$375.00, Harbor \$2,321.35, Fuel System \$882.07, Water Operating \$12,263.00.

Motion by Wieting, second by Oglevie to approve both the post-audit and bills with additions – 4 ayes.

Unfinished Business: **A) Memorandum of Understanding with Coast Guard Auxiliary** – Clerk read Memorandum of Understanding regarding the water and Ambulance corps use of the building - **motion** by Wampler, second by Wieting to have Jack Hubbard sign the MOU with the Coast Guard Auxiliary – roll call vote: 4 ayes, 0 nays. Clerk Wampler also asked permission to write off the outstanding balance on the water account – **motion** by Oglevie, second by Wieting to write off the balance (currently \$1728.00) – 4 ayes. Noted that the last time it was written off was in 2001 - . **B) Park Electrical Inspection Report/Engineering Proposal** – Tabled until Special Meeting on Saturday, August 18 at 10:00 am in the Twp Office . **C) Water System – Resolution** - Tabled until Special Meeting on Saturday, August 18 at 10:00 am in the Twp Office. Trustee Wieting would like to develop a policy regarding project grants and presentation of resolutions. **D) Assessing Status & Contract** – Supervisor Hubbard read Assessor (Tillison) Maki's report. Clerk Wampler noted several changes to the terms of the contract with the assessor and requested the contract be updated accordingly. **E) Harbormaster Building and Septic Grant/Waterways** – Adopted Resolution #2007-15 to decline the MDNR Grants for the Harbormaster Building and Septic System at this time – Roll Call Vote – 4 ayes 0 nays, 1 absent.

New Business: **A) DPW Table Saw Request:** **Motion** by Wieting, second by Wampler to approve Mike Beek's request to purchase the Delta Table Saw for the DPW Garage (split between water and twp improvement) for \$1599.00 - 4 ayes. Jim Seibert indicated that there may be additional money needed for the electrical to power the new saw. **B) Six Productions Proposal for the Harbor** – **Motion** by Wampler, second by Wieting to approve the proposal of \$3800 – 4 ayes. Check with Six Productions about review rights and changes/updates. **C) Peoples Loan Payment Due September 20** – Supervisor Hubbard reported that we are taking the first 1/3rd due on the loan from the Woodland Park fund this month (as approved in the bill sheet above). This will leave approx. \$100,000 in the park for the electric and the rest of the season's expenses. Also, he reported that the Timber Cut has been put out for bids and we should have enough for another 1/3rd payment of the loan from that, leaving only 1/3rd to pay. **D) RLF Program Future** – Scott Wieting wanted to discuss our feelings on the RLF program and how we wanted to see the funds handled. The board consensus was to continue using the funds as in the past until the State mandates otherwise. **E) Budget vs. Actual – review and amend as needed** – Clerk Wampler presented the board with the 1st quarter budget vs. actuals at the end of June and requested a few amendments – **Motion** by Wieting, second by Oglevie to amend the budget vs. actual for the 1st quarter as stated – 4 ayes. Amendments as follows:

General Fund: Clerk Publishing to be increased by \$500 and Training Seminars to be increased by \$300. General and Administrative Janitorial Supplies increased by \$100, Dues & Memberships increased by \$200, Publishing increased by \$500 and Computer supplies to be increased by \$803.99 for the purchase of the new copier/printer part. Fire Department Radio increased \$300 for new radio. Township Improvement Cemetery Wages to be increased by \$500. **G) Neighborhood Watch – Motion** by Wampler, second by Wieting to approve Jim Seibert's request to form a committee to develop a Neighborhood Watch program as outlined and recommended Marc Oglevie as a Board Representative to the committee – 4 ayes. Committee will consist of Jim Seibert, Dave Bailey, and Marc Oglevie.

Public Comment Nancy Weston commented to Jim Seibert about CERT information on Neighborhood Watch Programs and offered assistance.

Adjournment: Motion by Wampler to adjourn the meeting at 9:00 p.m.

Respectfully submitted, August 15, 2007:

Kay L. Wampler, Clerk

Approved: September 11, 2007 on Motion by L. Scott Wieting, seconded by Jack Hubbard ~ 5 ayes, 0 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.