

Regular Meeting of the Burt Township Board
March 11, 2008 – 7:00 p.m.

APPROVED

Attendance: Jack Hubbard, Kay Wampler, L. Scott Wieting, Marc Oglevie; Lois Leavenworth **Citizens:** approx 12

Public Comment: none

Approval of the Agenda: **Motion** by Leavenworth, supported by Wieting to approve the agenda with additions - 5 ayes

Correspondence: Letter with Certificate of Appreciation from the Central Lake Superior Land Conservancy regarding Piping Plover – Notice from Kirt Harmon of another court date for John Underhill – March 27, 2008 at 1:00 p.m.

Approve Minutes: Minutes of February 12 and 29th approved on **motion** by Leavenworth, supported by Wieting – 5 ayes.

Reports: Written report received from DPW/Water Dept

Supervisor's Report: Supervisor Hubbard gave a brief report on the Harbor Restoration effort, Vandalism at the Rec Center, Grant Funds for hiring someone for supervision of youth at ice rink and other activities with a sign in sheet. Clerk to draw up a policy as such for the next meeting. Will be attending the RC & D Council meeting to show the DVD and explain our situation for approval to have Marilyn Shy(sp?) write grants. Read note from Tom Newhof on Corps activities/networking on the breakwall. The DVD will be rescheduled to be aired on Channel 5.

Resignations/Hiring/Appointments: **Motion** by Leavenworth, supported by Wieting to approve hiring of R. Pine, S. Seibert, C. Bontrager, and C. Wittenberg in the park again this season – 5 ayes.

Treasurers Report: Reconciled bank balances as of 03/09/08: General Fund \$61,369.95, Fire Protection \$48,191.65, Woodland Park \$7,519.43, Ambulance Corps \$25,192.51, Marina \$7,590.88, Harbor \$30,013.99, RLF \$86,474.53, Improvement \$90,782.79, Roads \$31,009.86, Medical Facility \$1,720.39, Fuel System \$14,793.12, Water Op/Maintenance \$3,322.51, Water Receiving \$42,217.61, Water Bond Redemption \$29,542.08, Water Wellhead Protection \$100.00, Water – General Purpose \$6,308.61, Tax/Agency \$51748.64. Savings: Beach Access \$8,757.17, Ambulance Trust \$28,445.75. CD's – Ambulance \$11,094.75, Fire Dept \$7,687.68 and \$22,189.52, Harbor Fund \$22,189.52, \$13,288.00, and \$23,020.63, Beach Access/Greenspace \$10,222.11, 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 \$10,435.29.

Clerks Payment of bills: POST-Audit (Bills paid to be approved): General Fund \$11,993.75 + \$939.71, Payroll \$12,909.96, Improvement \$1,608.20 + 2,563.13, Woodland Park \$18,298.86, Water Operating \$1,895.00 + 2,117.42, Water Receiving \$3,200.00, Fire Dept \$1,068.85, Ambulance Corps \$711.40, and Fuel System \$8,765.52. **Bill Sheet** (Bills to be paid): General Fund \$6,354.79, Ambulance Corps \$3,082.81, Medical Facility \$954.13, Fire Protection \$11,588.51, Improvement \$5,461.34, Marina \$0.00, Woodland Park \$4,420.94, Fuel System \$1,057.85, Water Operating \$9,782.14, RLF \$375.00, Beach Access/Greenspace \$188.03, Harbor Fund \$4,480.00, Bond Redemption Account \$26,250.00. - **Motion** by Wieting, supported by Leavenworth to approve both the post-audit and bills – 5 ayes.

Unfinished Business: **A) Anonymous Donor Policy:** **Motion** by Wieting, supported by Wampler to adopt resolution #2008-02 to establish policy and procedures for acceptance of anonymous donations. **B) Fire Department Policies and Procedures:** Clerk Wampler reported on Risk Managements report to the Fire Department giving the department until October to adopt procedures and policies and that Dale would need some help. **C) Water Advisory Board Meeting Date:** March 28th, 10:00 a.m. **D) Recreation Plan:** in Public Comment period through close of business on March 28th. Board will hear the committee's recommendations at the March 28th Special Meeting at 5:00 p.m.

New Business: **A) Adopt General Appropriations Act (Budget) & Policies:** **Motion** by Leavenworth, supported by Wieting to adopt the Appropriations Act (Budget) – 5 ayes. **Motion** by Wieting, supported by Wampler to approve the 2008/2009 Policy sheet – 5 ayes. **B) Approve the 2008/2009 Meeting Schedule:** **Motion** by Leavenworth, supported by Wieting to approve the schedule as submitted – 5 ayes. **C) Set Special Meeting date to finalize current year budget amendments:** Special meeting to be on March 28, 2008 at the Township Office at 5:00 p.m. to include the Recreation Plan. **D) Set Special Meeting date to act on any recommendations for the Annual Meeting:** Special meeting to be on March 20, 2008 immediately following the Annual Meeting. **E) Quickbooks Pro – 3 User Upgrade:** Clerk Wampler reported that the current version of Quickbooks will no longer be supported after May of 2008 for the payroll tax subscription and that she was able to get the new program for \$320.00 after a \$75.00 discount through Amazon.com. We should have the program installed and ready to use before the new fiscal year. **F) Township Clean Up Date:** **Motion** by Leavenworth, supported by Wieting to set the dates for June 20 and 21, 2008 and to wait till summer to set a date in the fall for the second clean up – 5 ayes. It was recommended to include paint and hazardous materials this time. We will look into it.

Public Comment: none but comments and input were heard throughout the meeting

Adjournment: Motion by Leavenworth to adjourn the meeting at 8:11 p.m.

Respectfully submitted, March 12, 2008:

Kay L. Wampler, Clerk

Approved: April 8, 2008 on Motion by Lois Leavenworth, seconded by L. Scott Wieting ~ 4 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.