

Regular Meeting of the Burt Township Board
September 9, 2008 – 7:00 p.m.

DRAFT

Attendance: Jack Hubbard, L. Scott Wieting, Kay Wampler, Marc Oglevie, Lois Leavenworth. **Citizens:** approx 15 **Public Comment:** None

Approval of the Agenda: Motion by Leavenworth, second by Wieting to approve the agenda with addition of Treasurer Resolution - 5 ayes

Correspondence: Letters received from Jack (Luke) Bezotte, Attorney Discipline Board, and Rick & Carmel Porter.

Approve Minutes: Motion by Leavenworth, second by Wieting to approve Minutes of August 12 – 5 ayes, 0 no.

Resignations: Motion by Wampler, second by Leavenworth to accept Dore Stevens resignation as Youth Director with regrets – 5 ayes, 0 no.

Reports: Written reports received from Sheri Shafer Woodland Park/Marina and Mike Beek – Water and DPW. Sheri also reported on the Baseball/Softball tournaments and that park people left because of the language. Also, the tournament people didn't pay to camp and left a mess. Much Discussion ensued. People would like the board to send a letter to each team and Ray Gage to pre-register and pay camping for everyone with armbands for each participant and a \$200 deposit to be paid by each team to Woodland Park for the tournament weekend. – NO VOTE.

Supervisor's Report: Everything is good – mentioned that Agate Beach Road will be paved in October, Road Repair estimate for Ellen Street is about \$46,000 (local share) so we will be short on funds from the Millage. Jack is happy about the relationship with ACRC. The marina lot was getting bad and the county went in and dragged it for us. Discussed the logistics of a port-a-john on Agate Beach – needs to be anchored and in plain view to avoid vandalism. Several of the port-a-johns have been vandalized here. We will need to work out something so people can't get behind them and cut holes for next season.

Treasurers Report: Reconciled bank balances as of 08/29/2008: General Fund \$10,575.25, Fire Protection \$26,442.68, Harbor \$30,011.47, RLF \$44,010.21, Improvement \$39,201.94, Roads \$32,198.64, Medical Facility \$1,444.17, Ambulance Corps \$26,108.55, Woodland Park \$10,7692.85, Fuel System \$15,893.58, Water Op/Maintenance \$597.50, Water Receiving \$19,542.44, Water Bond Redemption \$8,854.95, Water Wellhead Protection \$100.00, Water – General Purpose \$895.35, Marina \$6,661.40, Tax/Agency \$32,344.36, Payroll \$45,08.83. Savings: Beach Access \$332.60 Ambulance Trust \$35,826.67, Ambulance Scholarship \$2,002.55. CD's – Ambulance \$11,094.75 and \$20,000.00, Fire Dept \$7,846.38 and \$22,189.52, Harbor Fund \$22,189.52, \$13,392.69, and \$23,287.04, RLF \$50,000.00, Beach Access/Greenspace \$10,369.39, Water Bond Reserve \$23,920.61, Water General Purpose \$10,000.00, Water Receiving \$30,000.00 and \$12,835.38, and Water Supply System \$11,960.30, Water Metering \$25,143.37.

Payment of bills: POST-Audit (Bills paid to be approved): General Fund \$16,677.89, Harbor \$375.00, Woodland Park \$11,262.22, Marina \$275.58, Water \$1,480.18, Water Receiving \$10,850.00, Ambulance \$3,245.36, Township Improvement \$4,841.20, Fire Dept \$734.43, RLF \$375.00, Fuel \$625.00. **Bill Sheet** (Bills to be paid): \$43,320.80. Transfers from Other funds: Fire \$7,830.42, Harbor \$25.60, Improvement \$8,759.90, Beach Access/Greenspace \$5,623.72, Medical \$611.10, Ambulance \$5,518.66, Woodland Park \$7,837.88, Fuel \$162.77, Water \$5,749.54, and Marina \$236.75 - **Motion** by Leavenworth, second by Wieting to approve both the post-audit and bills as funds are available – 5 ayes, 0 no.

Unfinished Business: A) Planning Commission Amendments to Zoning Ordinance – Motion by Wampler, second by Leavenworth to correct the amendments from Article V to Article X on the August 12, 2008 meeting – 5 ayes, 0 no (article number was wrong on Planning Commission minutes.) **B) Garden Club Donation for Greenspace (aka: Edmund T. Warren Park):** The Garden Club donated \$6,000 to the Greenspace to be used to repay General Fund for the legal fees & costs in relation to the conservator case and partial payment (from April 08) with the balance to be deposited into the Beach Access/Greenspace account. **Motion** by Wampler, second by Wieting to accept the Garden Club donation for greenspace fees to the general fund – 5 ayes, 0 no.

New Business: A) Sidewalk Repairs/Replacements – Motion by Wampler, second by Leavenworth to approve the estimates from Wolf Creek for replacement of the sidewalk from the Post Office to the corner of Veteran Street and Grand Marais Ave (across from the township office) of \$8,880.00 and the north end of Campbell Street (from Carlson to Brazel) of \$4,968.00 for a total of \$13,848.00. – 5 ayes, 0 no (this will bring the total expended on sidewalks this year to \$16,412.00 – also noted that the septic at the township office will be deferred to next year due to engineering). **B) Employee Policy Manual re: Vacations –Motion** by Leavenworth, second by Wampler to remove the statement “Vacation days will be granted at the beginning of each calendar year” from the employee policy manual on page 8 under “Vacation” – 5 ayes, 0 no. **C) Ambulance Policy for Corps Members – Motion** by Wampler, second by Leavenworth to amend the ambulance policy to include ALS fees and to bill the service as with any other patient (corps members portion to be recorded as a benefit to the member / expense to the township) – 5 ayes, 0 no. **D) Purchasing Procedures – Purchase requisitions and related policies from January 2005 are not being followed.** Wampler requested to have this policy renounced. Newer policies have been adopted to cover this so **no board action was needed.** **E) Woodland Park Refund request –** a first time camper came to the township office requesting a refund because they weren't prepared for the cold and told we have a no refund policy, the board concurred that a refund was not appropriate – **no action needed.** **F: Other: Treasurer Resolution –** Treasurer Oglevie presented a resolution declaring the Townships bank depositories, signatories and investment authorizations for adoption. **Motion** by Oglevie, second by Wieting to adopt the resolution with the addition of “authorized signatories for the Township are the Township Treasurer or the Deputy Treasurer and the Township Clerk or the Deputy Clerk” in the fourth paragraph – A Roll Call Vote yielded 5 ayes, - 0 nos. This resolution, known as the Township of Burt Investment Policy, is quite lengthy; it is available on-line at burrtownship.com – go to documents/forms and Resolutions or at the township office.

Public Comment: Nancy McDonald reminded everyone about the fund raising breakfast for Lori Brauer (sp?) this Saturday from 8 a.m. to 11 a.m. (being prepared by Dick & John). Lori was diagnosed with cancer of the eye, has no insurance, is a home health technician and is currently taking the EMT-B class. The breakfast is being sponsored by the Ambulance Corps EMT-B class. Lou Bailey reported that they have 4 prospects for new ambulance drivers thru the EMT-B class. Also, they will be holding an Emergency Vehicle driver class on October 30th at the Munising Township Hall.

Adjournment: Motion by Leavenworth to adjourn the meeting at 8:38 p.m.

Respectfully submitted, September 10, 2008:
Kay L. Wampler, Clerk

Approved: _____ on Motion by _____, second 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.