

Regular Meeting of the Burt Township Board
July 13, 2010, 7:00 p.m.

DRAFT

Attendance: Jack Hubbard, L Scott Wieting, Andy Mitchell, Kay Wampler. Absent: Lois Leavenworth. **Citizens:** approx 14
Public Comment: Evie Morrison regarding upgrading the kitchen at the community center with better cooking, storage, and service equipment.

Approval of the Agenda: **Motion offered** by Wieting, seconded by Mitchell to approve the agenda - 4 ayes

Correspondence: Letters were received from 1) Historical Society regarding the Rec Center Door [Supervisor Hubbard to contact Hunter Garage Doors to get the door fixed], 2) Ed Bowen regarding his lease to build a hangar at the airport, 3) CUPPAD regarding the DPW, Fire & Ambulance building, 4) Attny Ferguson regarding the ACRC meeting and vacating & abandoning rights-of-way, 5) James Acheson regarding his \$1000 donation to the Harbor project and support, 6) The DNR-E regarding the land swap for the sewer lagoons, [Supervisor Hubbard reported that a late email come in indicating this would be addressed at the NRC meeting on 8/12/10], 7) Larry Nickel regarding replacement of the tree in front of his property. **Motion offered** by Wampler, second by Mitchell to acknowledge termination of Ed Bowen's lease at the airport for a new hangar - 4 ayes.

Approve Minutes (June 8, 2010): **Motion offered** by Mitchell, seconded by Wieting to approve the minutes of June 8, 2010 as presented - 4 ayes.

Department Reports: Written reports were received from Dore' Stevens for Woodland Park and the Marina, from Mike Beek for DPW and Water, from Chief Morrison for the Ambulance Corps. Chief Morrison reported that the Coast Guard Auxiliary is going inactive due to lack of members and their uncertainty on use of the Coast Guard building for their meetings and training. Oral report was given by Chief Bugg regarding the Fire Department and a grant application with the Dept of the Interior totaling \$8036 (matching funds \$803.60) to be used to increase safety and effectiveness when responding to wild land fire incidents. **Motion offered** by Wieting, seconded by Wampler to approve the grant application - 4 ayes.

Appointments/Resignations: **Motion offered** by Wieting, seconded by Wampler to approve Brian Prill as a member of the Planning Commission - 4 ayes. [Brian is to be sworn in on Wednesday, 7/14/10. The Planning Commission is now a 7 member board.]

Supervisor's Report: Supervisor Hubbard reported the Better Business Bureau has reduced its fee to \$360 per year to list Woodland Park with them. Board consensus was not to approve this expenditure. No news on the Water and Sewer projects. The Sewer is on hold due to the land issue. Stimulus money is running out. Levin's office is working very hard to get appropriations for the break wall but we still need people to sign and send in letters.

Treasurer Report and Payment of bills: Treasurer Mitchell gave a brief report of the township funds as of July 9, total funds on hand came to \$956,989.05. Total bills to be paid came to \$47,623.20, post audit bills paid since last meeting came to \$89,504.33 including payroll. **Motion offered** by Wieting, second by Mitchell to approve both the post-audit and bill sheet - 4 ayes. Treasurer Report, Bill Sheet and Post Audit Reports are available for inspection.

Unfinished Business: **1) County Dispatch: Amb/Fire/Weather:** **Motion offered** by Hubbard, second by Wieting to purchase 3 NOAA weather radios (Office, Park, and DPW) [approx \$40 each] - 4 ayes. **2) Employee Health Insurance:** Treasurer Mitchell presented quotes from Matrix Financial for BCBS with various options for consideration. **3) Dock Street Survey:** A quote from Peninsula Land Surveying, Dustin Taylor as received totaling \$6350 with 50% required prior to work. Supervisor Hubbard will seek more quotes. **4) Ambulance Billing Service:** a billing agreement was presented from PSP out of Traverse City for consideration. **5) Water Department Doors:** **Motion offered** by Wampler, seconded by Mitchell to approve the updated proposal from Big Marsh Builders of \$7550.00 to remove and replace the double doors on the water building - 4 ayes. **6) Accounting Software:** Clerk Wampler reported that she had reviewed 4 different software packages last year and that the BSA software, although pricey, was worth the money and could be spread out over several years and all the funds. A quote from BSA for the fund accounting software should be available for the next meeting.

New Business: **1) Christine Rosenberg - "Green Communities Challenge" initiative:** Ms. Rosenberg gave a presentation on the "Green Communities Challenge" and presented the board with information to research in hopes of adopting a resolution. To be considered for the next meeting. **2) Tax Overpayment Resolution:** Treasurer Mitchell read a resolution to not refund tax overpayments of less than \$5.00. **Motion offered** by Wampler, second by Hubbard to adopt the resolution - roll call vote - 4 ayes, 1 absent. **3) Drop Safe for Treasurer:** **Motion offered** by Wampler, second by Wieting to purchase a drop safe for \$369.99 for the Treasurer's office [for park and marina receipts] - 4 ayes. **Motion amended** by Wampler/Wieting to be paid from Woodland Park - 4 ayes. **4) Policy for Reimbursement and Payments:** Clerk Wampler commented that she did not have the policy ready but would have it for the next board meeting. **4) Carpenter Creek Beach Access Sign:** The Michigan Natural Resources Trust Fund provided grant funds to purchase the beach access with stipulation that a sign be erected so all would be aware of the source of funding. At some point the sign was lost and it needs to be replaced. The cost of the sign is \$1655 from a company out of Ohio. Supervisor Hubbard was asked to investigate whether the sign can be purchased elsewhere and to see if we could get it any cheaper. **5) Election Commission (KW, JH, AM) - appoint election workers:** Motion offered by Hubbard, second by Mitchell to approve Pat Munger, Stan Smith, Connie Durrwachter, Tina Smith, Janie Dowe, Sherri Seibert, and Lucy Pine as election workers for the August 3 Primary Election - 3 ayes.

Public Comment: None.

Adjournment: **Motion offered** by Hubbard to adjourn at 9:30 p.m.

Respectfully submitted, July 14, 2010:

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.