

Township of Lake

Huron County, Michigan
March 26, 2012

This meeting of the Lake Township Board called to order at 7:00 P.M. Pledge of allegiance. Roll call. Osborne, Fischer, Smith, Hartsell and McCallum present along with 12 guests.

Meeting Agenda: Agenda approved with the addition of election inspector pay and CDAR bank account upon **motion by Fischer, seconded by Hartsell.**
Motion carried - all ayes.

Minutes of February 20, 2012 Regular Meeting and February 24, 2012 Special Meeting: Smith read letter of March 12, 2012 received from Paul Beck regarding comments made at the February 20, 2012 meeting and a request that the comments be included in the February 20 minutes. **Motion by Osborne to approve the minutes with the corrections requested by Mr. Beck, seconded by Hartsell.** Motion carried – all ayes. Minutes of February 24, 2012 approved upon **motion by Fischer, seconded by Hartsell.** **Motion carried – all ayes.**

The 2012-13 proposed budget was reviewed by Board members. McCallum requested the following changes:

Income: Cable franchise revenue changed to \$13,000
Delinquent tax revenue of \$10,000 changed to \$0.00

Expenses: Election Salary changed to \$3,000
Election Supplies changed to \$1,500
Pension Contribution changed to \$6,000

Smith opened the public hearing on the proposed budget at 7:17 p.m. No comments or questions. **Motion by Fischer to close the public hearing, seconded by Osborne.** Motion carried – all ayes. Public hearing closed at 7:19 p.m.

Reports from Board Officers:

Supervisor: Smith informed the Board and the Clerk of his wishes for her to discontinue pursuing allegations against him with the prosecutor's office.

Treasurer: Report submitted. Fischer had corrections. McCallum added an additional correction to the Foster's White Sand Shores Fund.

Clerk: Informed those present that petition forms for anyone interested in running for township office are available and must be filed by May 15th. Clerk asked Smith about his meeting with Attorney Salens regarding the wind vote. Smith indicated that Salens is not sure whether another election can be held, similar to the school elections, and is looking into the matter.

Trustees: Nothing.

Correspondence read. Osborne read letter from Dana Schultz regarding the construction project at 4723 Port Austin Road. McCallum asked whether the board was going to offer any response to Mr. Schultz's questions. Smith stated that the matter has been turned over to the township attorney since it involves litigation.

No Petitions.

Public Comments: Lou Colletta asked about Smith and McCallum's comments about the meeting with the attorney over the wind vote. Smith indicated that someone had asked him to contact the township attorney to find out what could be done about the vote and he did so.

Dave Szumlinski asked about attorney fees related to McCallum's allegations made against Smith. McCallum corrected Mr. Szumlinski stating that she has made no allegations against Mr. Smith, but was requested by a township resident to attend a meeting with the Huron County Prosecutor for purposes of providing an email from the township attorney to the clerk that was not provided to the resident in response to his freedom of information request, a document that was claimed to be privileged information and is not.

Old Business:

4th Quarter Budget Review: The following budget amendments were reviewed:

- \$100.00 from Trustee Education to Trustee Mileage/Housing
- \$1,000.00 from Contingency Fund to Office Expenses: Salary - Extra Office
- \$100.00 from Building Inspector Mileage/Housing to Supplies
- \$250.00 from Planning & Zoning Legal to Supplies
- \$300.00 from Zoning Administrator Supplies to Education
- \$500.00 from Transfer Station Repairs to Recycling
- \$9,000.00 from Gypsy Moth Fund Balance to Gypsy Moth Spraying
- \$30,000.00 from Road Fund Fund Balance to Road Maintenance

Motion by Fischer to approve budget amendments, seconded by Smith. Motion carried.

Wilkinson Contract: Discussion as to whether Wilkinson had included Griggs Road in the quoted contract price. Smith to contact Wilkinson. Motion by Fischer to table until April meeting, seconded by Hartsell. Motion carried – all ayes.

New Business:

HEART & WRERA Pension Plan Amendments: Motion by McCallum to table until April meeting in order to allow board members time to review, seconded by Hartsell. Motion carried – all ayes.

GASB 54 Policy: McCallum advised board members that this is a required policy for accounting purposes to ensure that special funds are being monitored and reported properly on financial statements. **Resolution No. 2012-01 to adopt GASB 54 Policy offered by Fischer and supported by Hartsell. Roll call vote – all ayes.**

Zoning Administrator Laptop Purchase: Discussion on the need of the zoning administrator to have a laptop since most of the zoning work is reviewing site plans which are pre-printed forms and doing field inspections for site plans or blight. Reports and letters have been done by the office secretary and copies are maintained in the township files. McCallum suggested waiting until the new zoning administrator has been working on the job and finds that he might have a need for one, especially since he had not requested one at this time. **Motion by Osborne to table further discussion until the April meeting, seconded by Hartsell. Motion carried – Smith opposed.**

Policy for handling cash receipts: McCallum advised the board that the township's insurance representative had recommended including a motion in the board minutes as to the fact that the Office Secretary, Zoning Administrator and Building Inspector handle cash receipts on behalf of the township inasmuch as they are not bonded. McCallum also would like the township to have a written policy on how cash receipts are handled and will prepare a draft policy for next month's meeting. **Motion by Osborne to table further discussion until the April meeting, seconded by Hartsell. Motion carried – all ayes.**

2012-2013 Budget Adoption:

Resolution No: 2012-02, General Appropriations Act, adopting the 2012-2013 Budget offered by Fischer and seconded by Smith. Roll call vote: Hartsell, Smith, Fischer, Osborne – aye. McCallum – nay.

2012-2013 Annual Resolutions:

Resolution No: 2012-03, Township Board 2012-13 Meeting Schedule, offered by Hartsell and supported by Smith. Roll call vote: all ayes.

Resolution No: 2012-04, Planning Commission 2012-03 Meeting Schedule, offered by Hartsell and supported by Smith. Roll call vote: All ayes.

Resolution No: 2012-05, Township Attorney, offered by Smith and supported by Osborne. Roll call vote: Hartsell, Fischer, Smith, Osborne – aye. McCallum – nay.

Resolution No: 2012-06, Township Auditor, offered by Fischer and supported by Hartsell. Roll call vote: All ayes.

Resolution No: 2012-07, Township Depository, offered by Fischer and supported by Hartsell. Roll call vote: All ayes.

Resolution No: 2012-08, Township Publication Media, offered by McCallum and supported by Hartsell. Roll call vote: Smith, Osborne, McCallum, Hartsell – aye. Fischer – nay.

Resolution No: 2012-09, Tax Collection Administration Fee, offered by Fischer and supported by Osborne. Roll call vote: All ayes.

Resolution No: 2012-10, Election Inspector Salaries, offered by Osborne and supported by Hartsell. Roll call vote: All ayes.

Resolution No: 2012-11, Township Millage Levy, offered by Fischer and supported by Hartsell. Roll call vote: All ayes.

Resolution No: 2012-12, CAFPA Millage Levy, offered by Hartsell and supported by Osborne. Roll call vote: All ayes.

CDAR Account: Fischer requested authorization to transfer \$80,000 from the CDAR account to Team One Credit Union and the remaining balance of the CDAR account to Thumb National Bank. **Motion by Fischer to make transfer, seconded by Osborne.** Motion carried – all ayes.

Assessor Contract: Motion by Smith to table contract renewal until the April meeting, seconded by Hartsell. Motion carried – all ayes.

Yard Work Bid: Motion by Smith to accept the bid submitted by Paul Santhany for 2012 lawn maintenance, seconded by Osborne. Motion carried – all ayes.

Ambulance Agreement: Motion by Fischer to approve ambulance agreement with the Village of Elkton, seconded by Hartsell. Motion carried – all ayes.

Waste Management Roll-Off Service Agreement: Motion by Fischer to approve renewal agreement with Waste Management, seconded by Hartsell. Motion carried – all ayes.

Public Comments: None.

Payment of Bills: Motion by Hartsell to approve bills along with invoice submitted by Tory Geilhart for zoning administrator work, seconded by Fischer. Motion carried – all ayes.

Motion by Hartsell to adjourn, seconded by Fischer. Motion carried – all ayes. Meeting adjourned at 8:45 P.M.

Valerie McCallum, Clerk