

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
FEBRUARY 5, 2018

I. CALL TO ORDER

The meeting was called to order at 7:00 pm.

Members Present: Terry Pihlainen, Supervisor
Susan Kerst, Treasurer
Catherine Kimar, Clerk

Connie Lacko, Trustee
Brian Bresette, Trustee

Members Absent: *none*

II. AGENDA

A motion was made to accept the agenda as amended (*add "F. Budget Amendments" under new business*).

Motion: Catherine Kimar
Support: Brian Bresette
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Susan Kerst
Support: Terry Pihlainen
Motion carried.

IV. REPORTS

A. Financial Report

The treasurer presented the bills for payment.

A motion was made to pay the monthly bills as presented, (*plus the following bills to be dated the day after the meeting and audited next month: post office box bill of \$42; UP Central Trails grant of \$5,000; and the postage for the treasurer and assessor totaling \$950, checks #3974-3976*).

- » \$24,617.10 for the general fund, checks #3947 to #3973;
- » \$2,853.40 for the fire fund, checks #1783 to #1791; and
- » \$5,234.36 for the solid waste fund, check #1153.

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

A motion was made to approve the monthly balance sheet and profit & loss statements for the general fund, fire fund, solid waste fund and tax fund as presented by the clerk.

Motion: Connie Lacko
Support: Brian Bresette
Motion carried.

Roll Call Vote:
Ayes: Susan Kerst
Terry Pihlainen
Connie Lacko
Brian Bresette
Catherine Kimar

B. Assessor Report

The clerk read the report from the assessor (*copy on file*).

C. Zoning Administrator Report

The clerk read the report from the zoning administrator (*copy on file*).

D. Fire Department Report

Chief Kimar read the fire department report. A copy is on file.

A motion was made to approve up to \$1,650 for a replacement 800 MHz portable radio.

Motion: Terry Pihlainen

Support: Susan Kerst

Motion carried.

E. Planning Commission Report

Trustee Bresette reported that the conditional use permit for a building on Deer Lake was approved. The Zoning Board of Appeals denied a variance for a garage. The Planning Commission meeting schedule will be set at their next meeting.

F. Supervisor Report

- * A meeting with the Dept of Natural Resources (DNR) on Tyoga has been rescheduled to April.
- * Alger County opted not to participate in the LUCA update (census), so the township did not either.
- * Burnings Road:
 - Must establish if any public money was spent on road maintenance
 - Trying to get copies of landowner deeds to see if easements exist
 - Supervisor made FOIA request to Alger Co Road Commission about road records
 - Looking into history of use by DNR as a wildfire road
 - Emergency escape route for Howes Lake & other camps on Sigan Rd
 - Dog sled races will be re-routed this year due to conflict
 - If township wanted to acquire the road: must demonstrate public *need* for the road.

V. CORRESPONDENCE

UP Substance Enforcement Team requested township funding for their agency. As they have no history of operations in the township, no action was taken.

VI. PUBLIC COMMENT

Public comment was opened at 7:31 pm.

Comment was received from Terry Lane on moving back snowbanks around twp hall/fire dept & lack of M28 road closure signs on secondary roads causing people to get tickets; John Highlen asking why local residents were upset with Hancock Forest Management (*answer: gating off trails & roads*).

Public comment was closed at 7:39 pm.

VII. UNFINISHED BUSINESS

A. Board policy review

Sections 4.8 b & d were revisited regarding when cost approval was required. The clerk recommended that this section be altered to lessen the accounting burden and expedite operations of officials who have recurring costs, such as: postage for the assessor/treasurer, software bills, etc. Bills are often submitted directly to the clerk/treasurer instead of to the official. The corresponding section below would also need to be amended regarding the post-audit of these bills. These changes will bring the board policy more in line with current actual practice.

VIII. NEW BUSINESS

A. Postage: treasurer & assessor

A motion was made to approve up to \$450 in postage for the treasurer and up to \$500 in postage for

the assessor.

Motion: Catherine Kimar
Support: Terry Pihlainen
Motion carried.

B. Zoning Board of Appeals resignation

A letter was received from James Stone resigning from the ZBA due to moving out of the area.

A motion was made to accept the resignation of James Stone from the ZBA.

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

C. Treasurer resignation

A letter was received from Susan Kerst with a resignation date of March 31, 2018.

A motion was made to accept the resignation of Susan Kerst (effective March 31) and to thank her for all her hard work over the years.

Motion: Brian Bresette
Support: Catherine Kimar
Motion carried.

D. Waiver of cemetery plot fees

The township received a request via a local funeral home regarding if cemetery plot fees could be waived for the burial of an infant (whose relatives are also buried in the cemetery).

A motion was made to set aside 10 burial plots for indigent person(s) – with the exact location to be determined at a later date (due to snowcover).

Motion: Terry Pihlainen
Support: Susan Kerst
Motion carried.

E. Budget meeting dates

The board discussed potential meeting dates for budget planning and set the date of February 14, at 10:00 am for a special meeting. The clerk will post notices.

F. Budget Amendments

The budget was amended as follows:

A motion was made to increase the account 000-580 (contributions from local units) by \$5,000.00 and to increase the corresponding activity 751-850 (community promotion) by \$5,000.00 to account for grant revenue exceeding budgetary expectations.

Motion: Catherine Kimar
Support: Brian Bresette
Motion carried.

A motion was made to (1) amend 265-000 (building & grounds – other) by moving \$3,200.00 from 850-965 (contingency fund) to account for cost overrun of the hall improvement project, and (2) amend 266-805 legal expenses by moving \$500.00 from the contingency fund (850-965) to account for the

remainder of attorney costs for the fiscal year (only \$123.60 would be available without the amendment).

Motion: Catherine Kimar
Support: Brian Bresette
Motion carried.

A motion was made to increase the account 000-600 by \$100.00 to account for unexpected revenue.

Motion: Catherine Kimar
Support: Terry Pihlainen
Motion carried.

IX. PUBLIC COMMENT

Public comment was opened at 8:12 pm.

Public comment was received from Terry Lane about indigent burial.

Public comment was closed at 8:13 pm.

X. BOARD CONCERNS

Catherine – why no funds dispersed to road commission this budget year? Fund should to go back up to participate in projects. *(Supervisor answered that the road commission had determined their project list without township input).*

Terry – asked about the records at the NMU archives possibly pertaining to Burnings Rd. *(Clerk answered that the records could not leave the archives, so she would have to schedule time to go in and examine them).*

No other concerns were expressed.

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 8:17 pm.

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

Respectfully submitted,

Catherine Kimar
Onota Township Clerk
Proposed: 02/05/18
Approved: 02/14/18