

ONOTA TOWNSHIP BOARD
MINUTES OF REGULAR MEETING
SEPTEMBER 5, 2017

I. CALL TO ORDER

The meeting was called to order at 7:03 PM.

Members Present: Terry Pihlainen, Supervisor
Susan Kerst, Treasurer

Connie Lacko, Trustee
Catherine Kimar, Clerk

Members Absent: Brian Bresette, Trustee

II. AGENDA

A motion was made to accept the agenda as presented.

Motion: Connie Lacko
Support: Terry Pihlainen
Motion carried.

III. MINUTES

A motion was made to accept the minutes as presented.

Motion: Susan Kerst
Support: Catherine Kimar
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:

- » \$7,960.56 for the general fund, checks #3798 to #3829;
- » \$4,808.17 for the fire fund, checks #1735 to #1742; and
- » \$5,411.78 for the solid waste fund, check #1146 to #1147.

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: Susan Kerst
Support: Catherine Kimar
Motion carried.

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

B. Assessor Report

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

C. Zoning Administrator Report

The zoning administrator reported on his activities for the month (*a copy is on file*), regarding inquiries, submitted permits and approval of a permit.

D. Fire Department Report

Chief Kimar read the Fire Department report (*a copy is on file*) – record seven calls in the past month.

E. Planning Commission Report

No meeting was held in August due to lack of quorum. The clerk reported that 30 responses had been received via the online form; she printed the spreadsheet of responses for the Planning Commission.

F. Supervisor Report

The supervisor reported on the following:

- He attended the quarterly regional meeting for local governments, where they discussed –
 - o Alger County's mandated geographic information system (GIS) progress; Onota Township is scheduled to start within the next month.
 - o Wood Island Landfill hours may change – they are considering the addition of certain Saturdays from 8 am – 12 pm, as county residents have complained about restricted hours.
 - o To enhance rescue operations, mile markers may be added to the snowmobile / ATV trails. There is also potential that the 911 system may be upgraded to improve GPS (*global positioning system*) information to locate victims in need of rescue.
- The speed limit on M28 is changing to 65 mph from Harvey to Christmas. This will be strictly enforced (versus the current permissive enforcement of allowing up to 65). There is no specific date set for the change to take place.

V. CORRESPONDENCE

MTA is offering trainings around the UP – in Escanaba and Marquette. *A letter of interest for the Planning Commission was received; it was addressed under new business.*

VI. PUBLIC COMMENT

Public comment was opened at 7:15 pm.

Comment was received from Bill Dunham on the quality of the fire department and how Captain Hagerty is an asset to the department in training, knowledge and skills; Mike McHaney in appreciation of the fire department 5 year average response time (3:54).

Public comment was closed at 7:18 pm.

VII. UNFINISHED BUSINESS

A. Board Policy Review (sections 4-5)

The review of Board Policy was resumed with section 4. The board discussed updates and changes to bring the policy in line with actual practices and procedures. Due to the length and technical nature of the section, it was decided to continue the review next month, resuming with item 4.10.

VIII. NEW BUSINESS

A. Letter of Interest (Planning Commission)

A letter of interest was received from Bill Dunham (*a local resident who has previous experience with the township government and currently serves as a firefighter*).

A recommendation was made by the supervisor to appoint Bill Dunham to the Planning Commission.

Motion: Terry Pihlainen
Support: Connie Lacko
Motion carried.

B. Fall Post Card

The clerk created a draft of a fall post card that listed upcoming events & dates for residents. Based on the spring, the costs were estimated to be \$50-60 for printing, \$150.00 for postage, and up to \$20 for

mailing labels.

As there is only \$2,004.85 left in the roll charges line item of solid waste – it is unlikely a dumpster rolloff would be fiscally possible. A notation of this will be made on the post cards. The board held a lengthy discussion on the frequency and scheduling of dumpster rolloff events. The supervisor said he would contact Curt Spears with Great American Disposal in regards to the budgeting for these events.

A motion was made to approve up to \$230 for printing and postage for fall postcards.

Motion: Catherine Kimar
Support: Susan Kerst
Motion carried.

C. Microsoft Office software

The Microsoft Office Suite software on the township computer used by the clerk, treasurer, zoning administrator, & fire department is 10 years old (2007). The current version lacks the program to update the address database (*Access*). Microsoft does not permit the purchase of stand-alone software (*similar to Quickbooks*). Updating would require a subscription for the new version of the software, which would further require a credit card or online payment method, neither of which the township can do at this time. The supervisor said he would contact a party he knew that had means to acquire such software and/or license keys to see if there were any simple remedies.

IX. PUBLIC COMMENT

Public comment was opened at 8:07 pm.

Public comment was received from Mike McHaney on dumpster rolloff funding; John Highlen on if the township had received correspondence from Doug Barrie (DNR) in regards to Tyoga (*nothing had been received*).

Public comment was closed at 8:09 pm.

X. BOARD CONCERNS

Catherine – (1) gave her name for Menards card, all that was needed was a contact person. The Capital One rep did not think that purchase of fuel at Holiday would be affected by the ownership change. The township would be notified if it was. (2) Let the Road Commission know that Johnson Lane has deep washout channels. (3) Provided a key list to the supervisor for the lock change.

Terry – asked Terry Lane to cut back brush around the fire dept propane tank, it is impeding access.

No other concerns were expressed.

XI. ADJOURNMENT

A motion was made to adjourn the meeting at 8:10 pm.

Motion: Susan Kerst
Support: Catherine Kimar
Motion carried.

Respectfully Submitted,

Catherine Kimar
Onota Township Clerk
Proposed: 09/05/17
Approved: 10/02/17