

BEARINGER TOWNSHIP REGULAR BOARD MEETING  
17034 Town Hall Highway  
Millersburg, Michigan  
February 9, 2016 Minutes

Supervisor Patterson called the meeting to order at 1:00 p.m., followed by the pledge of allegiance to the flag. Present for the meeting were Board Members Supervisor Archie J. Patterson II, Clerk Beverly Rossetto, Treasurer Emilie Stawiarski, Trustees Kay Dowker and Duane Walker. Others in attendance were Doug Phelps, Jim McKindles, Ray and Terry Stemple, Lisa Schmidt, Chris Garst and Irv Dedow.

**Trustee's Oath of Office:** Clerk Rossetto asked Duane Walker to stand and raise his right hand and administered the oath of office for the Bearinger Township Trustee position. The Board and audience congratulated Mr. Walker and the meeting continued.

**Approval of Agenda:** Kay Dowker made a motion to approve the agenda, Beverly Rossetto supported the motion. Five aye votes, motion carried.

**Approval of Minutes:** After review of the minutes of the regular township meeting, January 12, 2016, Kay Dowker made a motion to approve the minutes as written, Duane Walker supported the motion. Five aye votes, motion carried.

Minutes of the special township meeting, February 4, 2016, Duane Walker made a motion to approve the minutes, Emilie Stawiarski supported the motion. Five ayes votes, motion carried

**Approval of Consent Agenda:** Motion made by Kay Dowker, supported by Duane Walker to approve the Consent Agenda and pay the bills. Five aye votes, motion carried.

**Correspondence:** Clerk Rossetto reported that correspondence was received from: State of Michigan Public Service commission notice for a March 24, 2016 Public Hearing in Lansing regarding PIE&G implementing Gas Cost Recovery.

Notice from Pipeline and Gas distribution companies regarding Pipeline Safety meeting, March 10, 2016, in Alpena.

Correspondence from Presque Isle County Clerk's office regarding American flags for the cemetery, Clerk Rossetto stated that she has requested two dozen flags.

**Treasurer's Report:** Treasurer Stawiarski gave a summary of the January 2016 financial report. Fund balances ending January 31, 2016 were:

1. General Fund Savings Account	162,125.24
2. General Fund Checking Account	6,949.91
3. CD (Savings) Account	105,449.99
4. EMS Money Market Account	7,308.04
Total (All Accounts)	<u>\$281,833.18</u>

Treasurer Stawiarski informed the Board that 97% of the Summer Taxes have been received and processed, 3% of summer are taxes still outstanding. Winter taxes, 81.5% has been collected leaving 18.5% uncollected.

**Clerk's Report:** Clerk Rossetto stated that copies of the minutes of the regular board meeting, January 9, 2016, and special meeting, February 4, 2016, the check register, balance sheet, and the amended budget report ending January 31, 2016 are available. Absentee ballots for the March 8, 2016 Presidential Primary Election can be obtained by contacting the Township Clerk.

**Trustee's Report:** Kay Dowker gave the report of the Onaway Area Ambulance Service, January 27, 2016 meeting. A motion was approved to purchase a refurbished monitor, cost not to exceed \$8,000.00. The purposed budget was present. Wages for the paramedics was raised \$1.50 per hour.

**Assessor's Report:** Supervisor Patterson gave the Assessor's report: All the lot splits and combinations have been processed and sent to the county. The assessment roll has been finalized for 2016 and will be sent to the county. A lot of work has been put into the assessment roll for 2016. Major database changes have been made to allow easier sales analysis in the future. Many of these changes will be discussed at the March Board of Review meeting. Clerk Rossetto stated that the meeting dates and time for the Board of Review will be published in the Advance Newspaper.

**Supervisor's Report:** Supervisor Patterson presented a corrected report for the December 9, 2015 meeting showing financial balances and a comparison run report for the past years. The next RCAASA meeting will be held February 10, 2016.

**Old Business: General Policy Manual.** After review and discussion of the revised General Policy Manual Kay Dowker made a motion to approve the manual as revised, Duane Walker supported the motion. Five yes votes, motion carried.

**New Business:** A. Remote Freeze Alert System. Supervisor Patterson explained how the alert system works and that it can be purchase for around \$50.00. Beverly Rossetto made a motion to purchase the Freeze Alert System, Kay Dowker supported the motion. Roll call vote: Duane Walker – yes, Kay Dowker – yes, Emilie Stawiarski – yes, Beverly Rossetto – yes and Archie Patterson – yes. Five yes votes, motion carried.

B. Emergency Lights: The Risk Control Department of Michigan Township Par Plan recommended that battery backup emergency lights be installed in our Township Hall. Kay Dowker made a motion to purchase two (2) fixtures, Emilie Stawiarski supported the motion. Roll call vote: Kay Dowker – yes, Emilie Stawiarski – yes, Duane Walker – yes, Beverly Rossetto – yes and Archie Patterson – yes. Five yes voted, motion carried.

C. Poverty Exemption Resolution 2016-01: Supervisor Patterson read the updated resolution that must be approved each year before the Board of Review's first meeting. Resolution 2016-01 was offered by Duane Walker and supported by Kay Dowker. Voting aye were board members Duane Walker, Kay Dowker, Emilie Stawiarski, Beverly Rossetto and Archie Patterson. No nay votes. Supervisor Patterson declared the resolution adopted.

D. 2016/2017 Preliminary Budget: Supervisor Patterson reviewed and explained each line item of the budget. After a brief discussion it was announced that the Public Hearing for the 2016/2017 Budget will be held March 10, 2016.

E. Code of Ethics Agreement: Treasurer Stawiarski issued a Code of Ethics document to each board member to be signed and kept on file by the Clerk.

F. Auditor Bid: Clerk Rossetto stated that she received a bid from J.W. Kieliszewski, CPA for the 2015/2016 audit. Duane Walker made a motion to accept the bid, Kay Dowker supported the motion. Roll call vote: Duane Walker – yes, Emilie Stawiarski – yes, Kay Dowker – yes, Beverly Rossetto – yes and Archie Patterson – yes. Five yes votes, motion carried.

G. Onaway Area Ambulance Service Budget: Kay Dowker presented a copy of the budget to each board member. After a brief discussion about the Capital Outlay, it was explained that the capital outlay was used to purchase a new ambulance every two years. Duane Walker made a motion that the Bearinger Township Board concur with the Onaway Area Ambulance Service budget, Archie Patterson supported the motion. Five yes votes, motion carried. Emilie Stawiarski noted that there was no comparison to last year's budget and asked what township's support the ambulance service. The townships are Allis, North Allis, Bearinger, Ocqueoc, Case, Waverly, Forest and the City of Onaway.

H. Letterhead stationary: Emilie Stawiarski presented a township letterhead to be used for official correspondence.

I. Big Trash Day: Supervisor Patterson has contacted Republic Services and PAC, Inc. for dates and cost to re-establish Big Trash Day for Bearinger property owners. More information is required and will be presented at our next meeting.

**Public Comment:** Jim McKindles commented that he takes care of his own trash and does not think he should have to pay for others to dispose of their trash. Mr. McKindles thinks that our meeting agenda should allow two public comments, one at the beginning and one at the end of each meeting. He stated that there should not be a time limit for public comments.

Terry Stemple commented on the American Flags for the cemetery and questioned why veterans who served in the Reserves didn't get flags on their graves.

Doug Phelps commented that the Fire Department budget was too high, the Jaws of Life can be purchased for a lot less than budgeted and getting new radios won't solve the communication problems.

Treasurer Stawiarski thanked Supervisor Patterson for including her in the preparation of the 2016/2017 Budget.

Being no further comments, Kay Dowker made a motion to adjourn the meeting, seconded by Duane Walker. Five ayes votes, motion carried. Meeting adjourned at 2:10 pm.

Next regular Township Board meeting will be held, Thursday, March 10, 2016 at 6:30 p.m.

Minutes taken and respectfully submitted by,

Beverly Rossetto, Township Clerk