

BEARINGER TOWNSHIP REGULAR BOARD MEETING
17034 Town Hall Highway Millersburg, Michigan
December 13, 2016 Minutes

Supervisor Patterson called the meeting to order at 6:30 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 Patricia Frost and Duane Walker. Others in attendance were Sheryl Diamond, Byron DeLong, Ray Stemple, Irv Dedow, James McKindles, Nancy Shutes and Assessor Elizabeth Zabik.

Approval of Agenda: Emilie Stawiarski made a motion to approve the agenda, Duane Walker supported the motion. Five aye votes, motion carried.

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

Approval of Minutes: After review of the minutes of the November 10, 2016 meeting, Patricia Frost made a motion to approve the minutes, Duane Walker supported the motion. Five aye votes, motion carried.

Treasurer's Report: Treasurer Stawiarski gave a summary of the November 2016 financial report. Fund balances ending November 30, 2016 were:

1.	General Fund Savings Account	\$140,524.82
2.	General Fund Checking Account	1,556.65
3.	CD (Savings) Account	106,707.27
4.	Township Building Fund	<u>10,007.32</u>
5.	Total (All Accounts)	\$258,796.06

Treasurer Stawiarski presented a tag report showing income and expenses from April 1st through November 30th for fiscal year 2016/17. As of today 3.1% of summer property taxes are uncollected. As of December 13, 2016 21% of winter taxes have been paid.

Clerk's Report: Clerk Rossetto stated that the November 10, 2016 minutes, check register and balance sheet ending November 30, 2016 are available. The amended Budget ending December 13, 2016 is available with the following changes: \$866.67 moved from Trustee Dowker Salary (101-101-702-002) to Trustee Frost Salary (101-101-702-001). \$350.00 moved from Assessor's Postage (101-257-737-000) to Assessor's Software (101-257-810-000) for cost of the new computer. \$100.00 moved from Election Meals (101-262-702-000) to Election Transportation (101-262-860-000).

Trustee's Report: Duane Walker gave the report of the Onaway Area Ambulance Service meeting held November 30, 2016. It was requested that Bearinger Township verify the appointment of Trustee Walker as the township representative and to designate an alternate if he is unable to attend the AAAS meetings. The final payment has been made on the building addition. Some minor unfinished details will be complete by the end of 2016. The financial report for October 2016 was approved. The main Cartography machine is broken and cannot transmit information to the hospital, a refurbished Cartography machine has been ordered for the sum of \$6,600.00. A new ambulance inspector has been assigned to the Tip of the Mitt counties.

Assessor's Report: Elizabeth Zabik reported that the December Board of Review meeting was held today, three (3) parcels were reviewed and approved and will be sent to the county Equalization Department. The Assessor has been doing field work and is updating the Sales Study with information from Equalization. The new computer is working great.

Supervisor's Report: The Rogers City Area Ambulance Authority will meet tomorrow. Cheboygan Ambulance Authority wants to make the RCAA representative a voting member of the Authority, this may be a conflict of interest and is being looked into.

Correspondence: 1. Treasurer Stawiarski read correspondence citing a resolution from Cheboygan Public Schools appointing Bearinger Township to collect property taxes on their behalf.

2. Supervisor Patterson reviewed correspondence from Frontier Communications, they have been part of Collect America for over two years.

3. Clerk Rossetto reviewed information from Presque Isle County Officers Association regarding the next quarterly meeting on January 3, 2017 in Rogers City Township and stated that the 2017 dues of \$25.00 is due. Emilie Stawiarski made a motion to pay the dues of \$25.00, Duane Walker supported the motion. Five yes votes, motion carried.

Audit Report: CPA Jerry Kieliszewski arrived at 7:15 pm for the audit report. The Audit report is posted on the website for anyone that would like to review it. Mr. Kieliszewski reviewed the 2015/2016 report, page by page and explained each activity. Jim McKindles had questions regarding the 2% over operating expense that should be held in reserve. The CPA explained that the State of Michigan requires that all government units have a Rainy Day Fund. He stated that Bearinger Township has less in reserve than the county and other township. After a lengthy discussion regarding township operating expense, Patricia Frost made a motion that the Township 2015-16 audited Financial statements be accepted as presented and that, insofar as possible, the recommendations made by our auditor in his Letter of Comments and Recommendations be followed. Duane Walker supported the motion. Five yes votes, motion carried.

Old Business: 1. Lot Split Application. Supervisor Patterson explained that Attorney Vogler has reviewed the application and finds everything is order. Motion to accept the Lot Split Application was made by Duane Walker and supported by Emilie Stawiarski. Five yes votes, motion carried.

New Business: 1. Board of Review Members. Supervisor Patterson recommended members for the Board of Review term January 1, 2017 to December 31, 2018, Irvin Dedow, Byron DeLong and Ray Stemple with Sheryl Diamond as an Alternate. Duane Walker made a motion to approve the recommendation of the Supervisor, Patricia Frost supported the motion. Five yes votes, motion carried.

2. Onaway Area Ambulance Authority representative. Motion made by Emilie Stawiarski that Duane Walker be appointed as the OAAA representative and any other Bearinger Township Official as the alternate if Mr. Walker is unable to attend the OAAA meetings, motion supported by Beverly Rossetto. Five yes votes, motion carried.

3. Township website renewal. Supervisor Patterson presented the 2017 renewal contract and contract fee of \$805.00. Patricia Frost made a motion to renew the contract and pay the fee, Beverly Rossetto supported the motion. Roll call vote: Voting yes were Patricia Frost, Emilie Stawiarski, Duane Walker, Beverly Rossetto and Archie Patterson. Five yes votes, motion carried.

4. Appointment of Deputy Clerk and Treasurer. Recommendations with start date of January 1, 2017 are Lee Stawiarski as Deputy Treasurer and Kay Dowker as Deputy Clerk. Patricia Frost made a motion to approve the recommendations, Duane Walker supported the motion. Five yes votes, motion carried.

Public Comment: Nancy Shutes questioned the \$280.00 that the Ocqueoc Bearer Fire Dept. had paid for Chuck Hilger mother's care. Supervisor Patterson explained that this was a Deputy Fire Chief's judgement call and was approved for this one time only.

Being no further comments, Beverly Rossetto made a motion to adjourn the meeting, seconded by Duane Walker. Five aye votes, motion carried. Meeting adjourned at 7:50 pm.

Next regular Township Board meeting will be held, Tuesday, January 10, 2017 at 1:00 p.m.

Minutes taken and respectfully submitted by,

Beverly Rossetto, Township Clerk