

# Maple Ridge Township Regular Meeting Minutes

October 28, 2014

## **I. Call to order**

**Supervisor, Judy Trudell** called to order the regular meeting of the **Maple Ridge Township Board** at **7:00pm** on **Tuesday, October 28, 2014** at the **Maple Ridge Community Building**. Board Members present were Trustees Bill Toyra & Janet Pattan, Supervisor Judy Trudell, Clerk Sue Sicotte, and Treasurer Barb Nummilien.

## **II. Pledge of Allegiance Recited**

**III. Approval of October 28, 2014 Agenda:** Two additions added to the agenda-Under Unfinished Business added Budget review and under New Business added Foreclosed Property. Motion by Janet, supported by Bill to approve the agenda with the additions. All Ayes. Motion carried.

**IV. Approval of the Minutes: September 30, 2014 Regular Meeting** Stood as written.

**V. Review Payment Procedures:** Discussion was held on payment procedures and when a check should be issued. Judy read correspondence from Cindy Davis of the Michigan Township Association in regards to the statute on payment of accounts. It states that once an Account is approved by the Board to be paid, the check is written and disbursed. In reference to Cindy Davis' response, she stated that the statute does not give discretion to decide when and/or if a check will be written or disbursed. Treasurer Barb Nummilien disagreed with the topic at hand, left the building, and was absent for the remainder of this Regular Board Meeting. The response from Cindy Davis also suggested talking to the Township Attorney in regards to the payment policy. A motion by Janet, supported by Sue to give the Supervisor the permission to seek legal counsel, in the event that checks are being held and not disbursed per the statute. The Supervisor is to contact the Board members prior to obtaining any legal counsel on this matter. Judy, Sue, Janet All Ayes. Bill Nay. Motion carried.

*Statute 41.75 Sec. 75: The Township Board shall approve claims against the township and authorize payment of allowed claims. Accounts approved by the township Board shall be filed and preserved by the clerk. The payments authorized shall be paid by the Treasurer, on the order of the Township Board, and signed by the clerk.*

## **VI. Review Invoices and Payment of Bills**

The lists of bills were presented for the Maple Ridge Township General Fund, Liquor Law Enforcement Account, and the Rock Water System. A motion by Bill, supported by Janet to pay the October bills presented by the clerk in the amount of \$6,854.71 Withholding for October \$180.82 for the General Fund. October bills presented in the amount of \$4,279.20 Withholding for October \$50.01 for Rock Water System. All Ayes. Motion carried.

## **VII. Reports**

### Treasurer and Financial Reports:

*Per the Clerk's Report-Township General Fund* Revenues for September were \$11,283.05 of this amount \$919.05 was for Liquor Law Enforcement account. Expenses for September were \$7,698.22; of this amount \$40.00 was for the Liquor Law Enforcement account. The General Fund Operating balance is \$127,672.03; \$75,000.00 is in a CD at First Bank in Gladstone, leaving a Net Operating balance of \$52,672.03; of this amount \$3,938.92 is in the Liquor Law Enforcement account and the Fire Fund now has a Zero Balance

*Per Treasurer's Report-Rock Water System* Revenues for September were \$3,471.00, expenses of \$1,688.57 leaving a Net Operating Balance of \$18,061.97 of this amount \$4000.00 is in Restricted Funds Account.

### Clerks Report/Correspondence:

Election Workers have been selected for the November 4, 2014 General Election. Board Consensus to add Kathy Lepisto to the Nov 4<sup>th</sup> Election Worker's list at the request of the Clerk. Two of the Election Inspectors will need to go to training. Public Accuracy testing has been completed on the Voting Machines. Absent Voter Ballots have been issued and the Elections Management Portal has been updated as needed. Election Materials have been obtained from the Delta County Clerk's office. Sue reported on the meeting held with Barb, in regards to getting the report totals in balance. The meeting went well. The Treasurer and Clerk will continue to do their reports as they have been, and the Clerk will continue to pay the Payroll Taxes via check. The Clerk commented on recent correspondence received by the Board and reminded those in attendance that the monetary decisions made for the Township are Board decisions and not the decision of any one particular Board Member.

### Trustees Reports:

*Bill Toyra* did the Liquor Law Enforcement inspections at Joe's One Stop & Herb's Bar.

*Janet Pattan* reported on burials taken care of this past month, the swings at the park are down, and she will be providing an Annual Cemetery Report at the next regular meeting.

Supervisors Report: Judy went over correspondence received, updated the Board on projects being done at the center, Recreation Grant contract is signed with Smith Paving-the Outhouse may get built this fall, but the paving will not get done till spring, North Rock road work is done, the Road Commission will be installing the rest of the signs soon, the requested Street lights have been turned off, the 150<sup>th</sup> Anniversary Committee will be using the center and Northwest storage room for their work space, and reported on the Delta County Township Association Meeting attended-the Annual Meeting is scheduled for Dec. 5, 2014 in Bark River.

Assessor's Report: Daina was unable to attend the meeting, but provided each Board Member a written copy of her report.

### **VIII. Public Comment None**

### **IX. Unfinished Business**

#### *A. Water System:*

1. Water Grant Updates: Judy gave an update on the progress on the Community Development Block Grant.

2. Meters/Financing/Installation: Judy received letters of interest from two local banks in regards to the financing of the new meters for Rock Water System. They were from Baybank at a financing rate of 3.75% and Northern Michigan Bank at a financing rate of 2.5%. Motion by Sue, supported by Janet to conduct our business with Northern Michigan Bank. Roll Call Vote: Janet, Sue, Bill, and Judy All Ayes. Barb Absent. Motion Carried. Judy is working on getting bids for the installation of the meters.

3. Dialer Alarm for the Pump House: The Dialer Alarm System is not working at the Pump House. Motion by Janet, supported by Bill to have the needed repairs done at a cost not to exceed \$770.00. All Ayes. Motion Carried.

*B. Fire Hall Lease:* Pending review by the Fire Board and the Ewing and Turin township boards.

*C. Snow Plow Bids:* Posted and no bids were received. Bill will ask around to see if there is anyone interested.

*D. Budget Review:* Budget was looked over. There were no amendments needed at this time.

### **X. New Business**

*A. Resolution for Par Plan Grant:* Motion by Janet, supported by Sue to support the Resolution requesting a Par Plan Grant in the amount of \$4,650.00 for 4 motion lights to be purchased and installed at the center, park pavilion, and the gazebo. Four fluorescent light fixtures will be purchased and installed in the East Storage room (card room) at the center, and new rugs purchased for throughout the center. Roll Call Vote. Judy, Sue, Janet, and Bill All Ayes. Barb Absent. Motion carried.

*B. Request from Delta County Landfill:* Motion by Janet, supported by Bill to support the resolution from Delta County in regards to Newpage utilizing their landfill for dumping of waste. Roll Call Vote-Judy, Sue, Janet, and Sue All Ayes. Barb Absent. Motion Carried.

Motion by Janet, supported by Judy to put a recycling brochure from the Delta County Landfill in with the assessment notices going out in February 2015. All Ayes. Motion Carried.

*C. Consent Agenda:* Judy provided a sample copy of a Consent Agenda for review. Board Consensus to give this format a try. All reports for meeting packets will be due by Sunday at 5:00pm prior to the next scheduled Regular Board Meetings. Judy will then prepare the packets and distribute them.

*D. November Wreath Workbee:* Scheduled the day to work on constructing the holiday wreaths for Sunday Nov. 23, 2014 at 1:00pm at the Community Building

*E. Special Meetings:* Set a Special Meeting for Nov. 11, 2014 at 7:00pm to finish the Water Ordinance W-3 and rates and a Policy Manual review on Accounting Procedures

*F. Foreclosed Property:* A foreclosed property in the Plantation Lane area was offered to the Township by Delta County. Motion by Bill, supported by Janet to decline the offer of possession. All Ayes. Motion Carried

### **XI. Public Comment None**

### **XII. Adjournment**

Supervisor, Judy Trudell adjourned the meeting at **8:55 p.m.**

Approved Minutes submitted by: Susan Sicotte & Judy Trudell