

Maple Ridge Township Regular Meeting Minutes

August 25, 2015

I. Call to order

Supervisor, Judy Trudell called to order the regular meeting of the **Maple Ridge Township Board** at 7:00pm on **Tuesday, August 25, 2015** at the **Maple Ridge Community Building**. Board Members present were Trustee Janet Pattan, Supervisor Judy Trudell, Clerk Sue Sicotte, and Treasurer Barb Nummilien. Bill Toyra absent.

II. Pledge of Allegiance Recited

III. Approval of August 25, 2015 Agenda: Stood as written.

IV. Consent Agenda:

Regular Meeting Minutes July 28, 2015

Payment of Bills in the amount of \$13,153.51 General Fund & \$3,830.15 Rock Water System for a total of \$16,983.66.

Treasurer's Report-moved to #10 Items removed from Consent Agenda

Clerk's Report-Township General Fund Revenues for July were \$28,128.71. Expenses were \$11,111.53; of this amount \$97.60 was for the Liquor Law Enforcement account. The General Fund Operating balance is \$115,431.10; \$75,000.00 is in a CD at First Bank in Gladstone, leaving a Net Operating balance of \$40,431.10; of this amount \$2,995.07 is in the Liquor Law Enforcement account. *Rock Water System* Revenues for July were \$9,589.91, Expenses were \$9,154.64; leaving a net operating balance of \$12,022.28 of this amount \$8,003.17 is in Restricted Funds.

Trustee Reports: *Liquor Law reports were submitted*

Supervisor's Report: to be read under #6 Supervisor's Report.

Motion by Janet, supported by Sue to accept the Consent Agenda with the removal of the Treasurer's report to #10 Items removed from the Consent Agenda and with Clerk comments to be under Item#8 (1a) Water- Accounts Past Due. All Ayes. Motion Carried.

V. Assessor's Report: Daina gave a written copy of her report to each Board member for review. It included the Building Permits that have been granted, she will be out in the field to do follow up assessing on the new permits as the projects are completed. Delta County is scheduled for an AMAR (Audit of Minimum Assessing Requirements) in 2016, she is researching everything that is required to make sure we meet the guidelines and may have to purchase maps from CUPPAD.

VI. Supervisor's Report: Work on Cedar Lane has begun and will be completed soon.

Judy & Ted Winkelbauer have met and went over the list of previous Board approved items to be addressed or repaired. Contacts are being made for the roof repair, the Dehumidifier has been purchased, Gauge has been ordered, Hatch Latch is on order, Ed Brunette has been contacted to replace the bolts at the two gate valves, Wally & Ted will check to see if the CL Room heater needs replacing or not, and the fire Dept. will clean the treatment tank after Labor Day at a time convenient to them and Dick Supina.

While working in the cemetery over Memorial Day it was noted that one of our Veterans did not have a headstone or marker. Judy did some research and the end result is this Veteran will now have a Veterans Memorial headstone arriving shortly.

The company who owns the Foreclosed home on the corner near UP Fab/Seelander building has been contacted to get the yard cleaned up and told that there are inquiries on purchasing the property. A realtors sign has now gone up and bids are being sought for cleanup.

Judy attended a meeting with the new Representative for Rural Water and was informed of several new requirements that will be coming our way. She requested the representative attend one of the Board meetings in the near future to address the Board on these issues.

CDBG Grant monies have been received in full; Judy will check to make sure that all the requirements for the funding has been completed and met.

Judy stopped in at Community Action Agency and spoke to Bill Dubord regarding the Community Services Block Grant Plan. A total of \$175,000 in CSBG funds are planned to be utilized in Menominee, Delta, & Schoolcraft counties for the general purpose of assisting low income and elderly persons in obtaining available resources and services, including emergency food, heat and utilities. Public Comments were being taken from July 27 to Aug 10th, 2015. Judy went and commented on the communities' behalf, that she hoped some of the money would make its way to Northern parts of Delta County (Maple Ridge Township), as there is a need in our area.

Tri Township Fire Department Audit is in the center office for review.

Judy Thanked Bill Toyra for stepping up and being available to fill in while she had her knee surgery and took some time out to recover. A special Thank You has also been received by Janet from the Hale family for all the help and support she gave them during the burial of their Mother.

Judy asked for permission to apply for a Hannahville Grant to replace the cupboards in the kitchen at the Community Building-Board consensus was "Yes".

VII. Public Comment:

Wally Trudell commented on the possibility of seal coating the Fire Hall parking lot.

VIII. Unfinished Business

1. Water

a. Accounts Past Due: Judy & Sue worked on updating the Delinquent Accounts list and getting the invoices mailed out. Some adjustments were made to the list passed out at the July meeting- then the invoices were printed and mailed out on August 12, 2015. A considerable amount of time was spent trying to find updated addresses on the foreclosed homes in the area. A reminder was given that all payments will pass through Sue for recording and receipting, and then passed on to the Treasurer for deposit.

Gladstone billing system is up and running. A few adjustments had to be made, but it should now be working pretty smoothly. If there are any errors or mistakes brought to our attention, Gladstone is called or emailed and it is promptly corrected. We have received the reports from the Gladstone billing department and a schedule of when each report or task occurs during the monthly billing cycles. Gladstone will be sending out shut off notices to the customers as needed and we will get a list of those customers who need to be shut off.

Sue commented on a letter of concern that was given to the Board in regards to our Water System. The questions of concern were:

Inaccurate List handed out on Delinquent Amounts Due: The figures were rechecked prior to the billings being sent out for accuracy & some adjustments were made. Noting late penalties are not just being charged on Current Charges only, it's based on unpaid monthly service fees at the time of billing. All outstanding service fees plus all penalties assessed will equal (Total Service Fees x 10%=Amt Due). It was also noted customers do not have an unlimited time to pay their bills. With Gladstone billing they have to pay by the due date or a 10% penalty is assessed. On the current Delinquent accounts being handled by MRT they have until Oct. 15, 2015 to pay the amount in full, or the balance due will be assessed to the Winter tax bills.

Loan Funds taken due to high Past Due balances: The Boards decision to procure loan funds for the RWS was for repairs, equipment, and maintenance. It had nothing to do with the high past due balances. It is documented in the minutes what repairs the loan fund monies were to be spent on. The comment was made that MRT borrowed the money-not RWS. Rock Water System was never set up legally as its own independent municipality and falls under the Federal EIN# of MRT, so the signature for the note had to be Maple Ridge Township. The RWS is and always has been tracked and monies kept separate from Maple Ridge Township; as it only benefits a portion of the Township residents and should be self supporting. This assures those not receiving the services are not paying for something they do not receive.

City of Gladstone will do our billing a lot cheaper: The Board chose to have Gladstone do our billing, because at the time they felt it was more important to spend funds on new meters, repairs, and maintenance than allocate approximately \$20,000 in funds to purchase a gun to read the new meters as well as a new computer program that

would be compatible with the gun. We were relying on customers to read meters; we now have the capability to receive them ourselves-electronically. The cost to do our own billing was \$375.00 Billing Clerk Salary, \$45.00 for Pension each month, plus approximately \$35.00 per month for Postage/Supplies=\$455.00 per month. Gladstone has agreed to do the billing/reports for \$350.00. This is at a minimum savings of \$105.00 per month. This savings does not include any extra fees-on things like maintaining the separate PO Box or any other unanticipated costs incurred.

I can't believe how fast a Water System can go down the tubes: Great strides have been made by this new Board in regards to the RWS since we were elected- \$22,641.00 in grant monies were applied for and received solely for the benefit of RWS. Several repairs and maintenance issues have already been addressed, there are more to be done that were approved by the Board on June 30, 2015. New Meters have been purchased and installed. We have seen an increase in revenue on some customer accounts in the past 3 months of up to an additional 14,000 gallons of usage- over the base rate that was being charged a year ago. Personal feelings aside, we as a Board are striving to do what is best and most economical for the whole community and move forward through some difficult times

b. Water System Work Progress: Judy gave an update in her Supervisor's report as to the ongoing work in progress, as did Sue in her comments. Mike O'Neal gave his resignation for Groundskeeper and will not be able to continue his studies for Water Operator Assistant. The Board will look into posting a position to hire someone to get the Certification to be an assistant.

IX. New Business

1. 2015 Audit: Copies of the 2015 Audits for Maple Ridge Township & Rock Water System were given to each Board member. No comments, questions, or concerns were voiced at this time.
2. American Legion Flag Bill: It was suggested to form a committee to work with the Legion to address the issues regarding flag purchases for the community and to come up with an agreement as to who is responsible for maintenance and purchase of items. Barb and Sue will represent the Board on this committee.
3. Ordinance Committee Updates
 - a..Water Ordinances W1-W3: Judy Bill, & Ted being worked on.
 - 2.Cemetery Ordinance: Janet & Sue being worked on.
 3. FOIA Policies: Judy & Sue being worked on.
 4. Recreation Plan: Janet & Kathy Wojda in process.
 5. Smoking Policy: Bill & Janet presented an Outdoor and Recreational Facilities Tobacco-Free Resolution for adoption. Motion by Judy, supported by Sue to adopt the Outdoor and Recreational Facilities Tobacco-Free Resolution. Roll Call Vote:Judy, Sue, Janet, and Barb All Ayes. Bill- Absent. Motion Carried.

X. Items removed from Consent Agenda

Treasurer's Report: The Treasurer's report was not addressed at this time. The Board had no comments or concerns in regards to the Treasurer's reports. Barb commented on some issues she felt needed to be addressed in regards to the Rock Water System. She felt anyone who paid the 10% penalty fee over the past 12 months should get a credit. That anyone getting credits- the credit should only go back a specific period of time. Bob Koski was hired to install the new meters-why is he being paid to take out old meters. Judy suggested she make a motion for the credits. Motion was made by Barb that Rock Water System credit everyone that paid the 10% penalty fee on the Unpaid Balance from the period of 4/1/14 thru 5/15/15. Motion died for lack of a second.

XI. Public Comment

Ted Bartczak questioned if there were bids taken for the paving to be done at the park.

XII. Adjournment

Supervisor, Judy Trudell adjourned the meeting at **9:15 p.m.**

Unapproved Minutes submitted by: Susan Sicotte & Judy Trudell