

**WELDON TOWNSHIP
REGULAR MEETING
February 9, 2016
MINUTES
Tuesday
7:00PM**

CALL TO ORDER:

TIME: 7:00 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE:

Board

Ron Hitesman, Supervisor X Carrie Aldrich Clerk X; Sheryl Baker, Treasurer X; Sue Meredith, Trustee X; Gary Stevens, Trustee X.

GUESTS: Tom Frost, Chad Frost, Frost, Todd Frazee, Betsy Evans, Fran Griffin, Sally Bobek, Chris Bobek, Michael Foust

Tom Frost, Betsy Evans present request from Production Industries for Industrial Facilities Tax Exemption for property located on Weldon Road, Thompsonville, Michigan. Discussion. They ask that Weldon Township consider establishing the property as an industrial development district.

CHANGES/APPROVAL OF THE AGENDA: Carrie Aldrich requests making the following changes to the agenda: Adding two per diem checks, a yearly contribution to Betsie Valley District Library and a distribution payment to the Village of Thompsonville Fire Fund. She also requests the following additions to New Business: Adopt Resolution regarding budget adjustments, Discuss adjusting wages for Craig Meredith, Approve board salaries for next fiscal year. Sue Meredith asks to add Ordinance Review to New Business. R. Hitesman moves to allow the changes, G. Stevens seconds. All ayes, motion passed.

MINUTES OF JANUARY BOARD MEETING: G. Stevens moves to accept Minutes as presented, S. Baker seconds. All ayes, motion passed.

TREASURER'S REPORT: S. Baker discusses Benzie County Treasurer's request for Weldon Township to disburse tax reimbursement checks for five parcel owners for 2014. Discussion. Clerk will contact Michelle Thompson and request a special meeting for more clarification. S. Baker presents treasurer's report. G. Stevens moves to accept treasurer's report as presented, C. Aldrich seconds. All ayes, motion passed.

GUEST/ PUBLIC INPUT (up to 5 minutes per guest): None.

REPORTS:

ZONING ADMINISTRATOR: Craig Meredith presents his report. Met with individual interested in purchasing Betsie River campground for 100-site facility. Discussing property with an individual named Adam regarding Haze Road. Discussion of property on Third Street in Village of Thompsonville. He will discuss further with JPC and Mr. Figura. Received a call from a woman wanting to put in greenhouses in Colfax Township.

JPC: S. Meredith presents annual report of Joint Planning Commission, detailing many of the things JPC has done throughout the year. She presents the proposed budget, total estimated expenses \$18,800, with a fund rollover balance of \$6,695, leaving a difference of \$12,105 to be split by the three entities. Weldon Township's portion is \$8,594.55, Colfax \$2,784.15, Village \$723.30. S. Baker moves to accept JPC budget as proposed, G. Stevens seconds. Discussion of budget. All ayes, motion passed. S. Meredith presents verbiage changes for an amendment to the zoning ordinance regarding single-wide mobile homes. Discussion. C. Aldrich moves to accept the amendment as presented, R. Hitesman seconds. All ayes, motion passed. JPC has a potential open seat coming up, to be discussed at March meeting.

BUDGET: C. Aldrich presents budget report. A resolution to amend the budget needs to be adopted in New Business. S. Baker moves to approve budget report, G. Stevens seconds. All ayes, motion passed.

INVESTMENT REPORT: S. Baker asks who will be signing on the CD for the bank. Discussion regarding resolution. Treasurer and Clerk are signatories on accounts. Clerk will contact bank to set up appointment to sign CD.

SUPERVISOR COMMENTS:

R. Hitesman has contacted a representative of American Waste and Marlene of the solid waste disposal for the County. American Waste will work with the townships to maintain the cleanup days as set up in the notice which went out with the winter taxes.

Two FOIA requests have been received this year by Weldon Township, one from michigan@openthebooks.com and one from ASTI Environmental. Discussion.

R. Hitesman has requested drawings from all security system companies submitting bids. He has contacted Fortress Security, who have submitted a bid. Discussion regarding bids from ADT, EPS and Fortress Security.

Tom Lipinski has cleaned off ice buildup on the roof.

R. Hitesman and C. Aldrich attended a broadband meeting hosted by Benzonia Township. A representative of the broadband/internet company said what they needed were hubs for the broadband to be dissipated out to different areas. Crystal Mountain would be a likely

spot. R. Hitesman has discussed this with Crystal Mountain representatives Karen Thorr and Barb Zimmerman, and they are interested in being a part of that endeavor.

CLERK COMMENTS:

C. Aldrich reports Norton Anti-Virus renewed for \$84.79. She presents an updated website design contract by David Kane. Discussion. The board would like to add a termination notice of two weeks by either party to the contract, and that the contract be up for renewal each year. With those additions to be added, R. Hitesman moves to accept David Kane's contract as website designer for Weldon Township, C. Aldrich seconds. Discussion. S. Meredith notes that Weldon Township will be directing the information to be put onto the website, not David Kane. All ayes, motion passed.

C. Aldrich has received several emails from residents through the website, regarding various township questions. The website is showing good use and is a good way for residents to communicate and get quick results to their questions. Discussion regarding Weldon Cleanup Day.

C. Aldrich has contacted Angie Roelofs from Baird, Cotter & Bishop regarding a cost center budget versus a line item budget for the annual meeting. Discussion. Board will continue with line item budgeting for now. Clerk will contact MTA with question regarding line item budgeting amendments.

UNFINISHED BUSINESS:

R. Hitesman contacted MTA regarding per diem, and the clerk, treasurer and supervisor do not receive per diem. Discussion.

NEW BUSINESS:

Richard Figura sent a Weldon Township Payroll & Reimbursement Policy, a Weldon Township Claim Payment Policy, and a Post Audit Authorization Policy for the board's review. Discussion. C. Aldrich moves to approve the Payroll & Reimbursement Policy, R. Hitesman seconds. Discussion. All ayes, motion passed. R. Hitesman moves to approve the Claim Payment Policy as presented, S. Baker seconds. Discussion. All ayes, motion passed. Clerk will contact Mr. Figura for definition regarding how board signs off on bills. G. Stevens moves to accept the Post Audit Authorization Policy, C. Aldrich seconds. Discussion. All ayes, motion passed.

Craig Meredith is taking care of the Day Use Park all winter, without compensation. Discussion. G. Stevens explains Craig is paid \$150 a month for six months, taking care of park in summer. He also takes care of it in winter. There is money in the budget to pay him for the entire year. S. Baker moves to pay Craig Meredith \$150 a month for 12 months a year for caretaking of the Day Use Park, R. Hitesman seconds. S. Meredith will abstain from voting. Clerk takes a roll call vote: G. Stevens votes yes, S. Baker votes yes, R. Hitesman votes yes, C. Aldrich votes yes, S. Meredith abstains. Motion passed.

Salaries for the board need to be approved for the following year, a month before the annual budget meeting. G. Stevens moves that the board salaries will remain the same for the next fiscal year, C. Aldrich seconds. All ayes, motion passed.

S. Meredith discusses ordinance review for Weldon Township. She suggests Weldon have an ordinance review process, and appoint a committee to review the ordinances to see if there are any changes or suggestions that should be made. The committee could suggest any changes to the board for review. Discussion. The JPC Ordinance is up for review. Clerk will email the ordinance to board members for their review.

C. Aldrich presents Weldon Township Resolution 2016-01, to amend 2015-2016 budget. Roll call vote: G. Stevens, yes. S. Meredith, yes. S. Baker, yes. R. Hitesman, yes. C. Aldrich, yes. Resolution is adopted.

CURRENT BILLS:

Township Board	\$2105.69
Carol Merrill	1120.00
Craig Meredith, Snowplowing	160.00
Julie Lonn – Cleaning	12.50
TransWorld Network	13.12
AFLAC February Payment	286.05
VISA	322.39
AcenTek	128.57
Richard Figura	216.00
Ron Hitesman, Mileage	33.35
Sally Bobek, per diem, Board of Review	45.00
Carrie Aldrich, stamps reimbursement	4.58
USPS, Assessor Tax Roll Stamps	539.00
Election Source	60.25
Michigan Election Resources	93.50
Cherryland Electric CoOp	53.18
Benzie County Clerk – Dawn Olney	3.45
Sue Meredith, per diem	45.00
Gary Stevens, per diem	45.00
Betsie Valley District Library	1500.00
Village of Thompsonville	<u>29,020.20</u>
TOTAL	\$35,806.83

G. Stevens moves to pay the current bills, R. Hitesman seconds. Discussion. All ayes, motion passed.

CORRESPONDENCE:

2016 March Board of Review dates are presented.

Northwest Michigan Arts & Culture Summit at Interlochen Center for the Arts.

MDOT M-115 project meeting scheduled February 18th 2016 at Crystal Lake Township Hall.

MTA Upcoming workshop: Utilizing Strategic Planning to Achieve Results, At Your Service: Meeting Township Needs, to be held in Battle Creek, Michigan.

Seeds newsletter offering help to township.

Betsie Valley District Library Board Meeting Minutes, Treasurer's Report.

Benzie County Board of Road Commissioners Meetings schedule.

December and January Minutes of the Board of County Road Commissioners of Benzie County.

Copy of Resolution from Benzie County Road Commission 2016-03.

Letter from Department of Environmental Quality regarding Mark McGee. Discussion.

PUBLIC COMMENT: S. Bobek asks if, as an alternate, she should go to the sessions for the Board of Review. R. Hitesman says yes, it is important that she be there.

C. Meredith discusses school bus stop in front of township hall. Discussion regarding changing location of bus stop.

C. Merrill discusses setting up public hearing for IFT situation. Discussion.

ADJOURNMENT: G. Stevens moves to adjourn, R. Hitesman seconds. All ayes, motion passed.

TIME: 9:25 P.M.