

# REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

**February 7, 2017 TIME: 7:00 PM**

Meeting called to order by Damien Henning, Supervisor. Present: Kim Shomin, Treasurer, Dean Morford, Trustee, and Sondra Festerling, Clerk, Absent: Katie Derrohn, Trustee. Guests: Art Drayton and Pennie Reid.

**Consent Agenda:** #3 Minutes- Regular Meeting January 3, 2017, #5 Budget Adjustments-General Fund Account #209-727 Assessor Office Supplies: Adjust to \$4,900.00, #210-808 Legal & Professional Expense: Adjust to \$45,600.00, #253-727 Treasurer Office Supplies: Adjust to \$11,000.00 and #900-977 Equipment Purchase: Adjust to \$1,350.00 all increases to come from General Fund Balance, #6 Approval of Bills: \$49,668.23, #9 Blight Enforcement- None, #10 Management Authority Report-report in packet, #12 Planning & Zoning Report- None, #13 Sewer Authority Report-report in packet, and #14 Library Board Report- in packet, #17 Miscellaneous – were entered into the Consent Agenda **The Consent Agenda was declared Adopted.**

**Financial Report:** K. Shomin reported: General Fund Checking \$190,498.98, Sewer Fund Checking \$77,365.24, Fire Fund \$33,386.44, Tax Account \$263,825.87, Cemetery Savings \$6,998.28, and Oden Light Savings \$6,048.33. Kim reported she just received a letter and grant money from The Greater Cincinnati Foundation for the Magnus Family Fund to go towards the Oden Gazebo Park in the total amount of \$632.13.

**Fire Board Report:** The Minutes were received. The Fire Board has received a copy of the Fire Board Resolution #1 of 2017. This resolution is a reestablishment of the Fire Administrative Board and to reestablish the Fire Department structure, Responsibilities, and Accountability. The Fire board will discuss and vote on this resolution at their next meeting. The Board was having a hard time understanding that this resolution is not anything new it is just being drawn into one resolution instead of many smaller ones. The Township received the resolution and approved it at last month's meeting. The Fire Board will need to find two new Board members. They currently have not received a letter on resignation from Rose Morford but she has moved downstate and Al Waterson would also like to step down once a new board member has been located. D. Henning made a suggestion to ask if Bob Wurst would like to sit on the Fire Board. Bob had been active as a volunteer fireman for many years before moving to Pleasantview Township. Art Drayton provided the township with a copy of the 2016 Fire & EMS Run Stats & Averages that Brian Drayton compiled. D. Henning currently has the information. D. Henning brought up possibly looking into the Maple River Contract to provide mutual service from our fire department. The amount that our fire department receives for providing the service may not be in line with the per runs we do to their township and costing us more than what our contract brings in. Art will have Brian look into it.

**Assessors Report:** Jim Lapeer was unable to attend tonight but gave D. Henning an update for the meeting. He reported that he has provided all of his real property assessments to the County. D. Henning emailed the March Board of Review dates to S. Festerling and the Board of Review Members. The 2017 Emmet County Tentative Ratios and Multipliers have been received: Agricultural: 48.52, Commercial: 47.68, Industrial: 48.95, & Residential: 48.74. S. Festerling will publish the Board of Review Notice with the ratios and Multipliers in the Petoskey News Review.

## **Unfinished Business:**

**Admiral's Pointe Update:** D. Henning has been assembling all of our data to turn over for grant reimbursement. The block of tax parcels that needs to be paid by the township due to the sale has been received and verified. S. Festerling will create the check to pay these taxes out of the General Fund so it can be cashed. For the 43 parcels the taxes come to \$1,525.08. D. Henning will need a copy of the canceled check to be included in his figures for the grant reimbursement. The sign is up at Admirals Point recognizing that there is a DNR Grant for the development project. The Private Boat Launch sign will have to be pulled out with the help of brute force since it is now a public location. D. Henning reported that while doing the borings they found out that there are flowing wells down through the property and will have to fix them this coming spring. They also found out the seawall will only have to go down 35 feet to anchor instead of deeper as originally believed.

**2017 Road Projects:** At our meeting with the Road Commission we were given the wrong estimate for Crump Rd. The estimate was for the wrong end of Crump, so the Road Commission was going to get back to the Township on the estimated price to fix Crump Rd. coming off of Powers Rd. At that meeting it was realized that to fix the road properly it will take substantially more money than first thought. It was asked of the road commission to come up with a three-year plan to spread the cost out. Since the Road Commission has not gotten back to us with the corrected estimate, D. Henning made the **Motion** to move forward with requesting contracts on the 2017 PASER suggested road work which includes .68 Mile on Armock, .08 Mile on Burley, .14 Mile on Cincinnati, and .61 mile on Honeysette at the cost of \$108,720.00. Second by D. Morford, Carried 4 Yes, 0 No, 1 Absent.

**Road Lights:** D. Morford reported 6 streetlights to Consumers that were intermittent and they have now all been fixed. He also reminded the Board that the light that is near Milton Rd. and Valley is still 40 feet away from the new intersection where it should be. The “Y” intersection there was removed and when that was done the light was never moved to where it should be now. This light is technically in the Village. D. Henning said he would call and talk with Marv Blumke & Greg Babcock the new Village President about the possibility of moving the light and we would consider paying for this to be corrected if they continue to pay for the usage costs.

#### **New Business:**

**Resolution #3-2017: Resolution For Requesting Emergency Assistance.** This resolution would enable the township supervisor in their absence the township clerk to request assistance from Emmet County in responding to and recovering from the effects of a disaster or major emergency. **Damien Henning, Supervisor, presented Resolution #3-2017** Supported by Dean Morford, Trustee. Roll call vote was given by Sondra Festerling Clerk with Yes Votes from Dean Morford, Kim Shomin, Damien Henning, & Sondra Festerling, No- against votes were received, and 1 Absent: Katie Derrohn. **Resolution was then Declared Adopted.** S. Festerling will place the full resolution in the Resolution Book.

**Clerk’s Computer:** In an emergency, the clerks Computer needed to be replaced because it was no longer being supported due to its age. D. Henning made the **Motion** that the Clerk be given an after the fact permission to purchase a new computer to replace her old computer in the amount of \$1,159,98, Second by K. Shomin, Carried 4 Yes, 0 No, 1 Absent.

**2017 Recreation Plan:** This year we will need to update the Township’s Recreation Plan. D. Henning will contact Wade Trim for a request for proposal since they are the ones who have done it in the past.

**Budget Meeting:** S. Festerling made the **Motion** to hold the annual public hearing and budget meeting on March 21, 2017 at 5:30PM at the Township Hall and that **the property tax millage rate proposed to be levied to support the proposed budget will be subject of this hearing.** The Township Board will also be **discussing the township salaries** for the 2017 – 2018 budget year and any other business to come before the board. Second by D. Henning. Carried 4 Yes, 0 No, 1 Absent. S. Festerling will post the meeting in the paper and at the hall.

**Clerks Agenda:** Health Department 2017 Transient Level2 Assessment and Water Sampling Contracts for Alanson Flowing Well#2033024 and Oden -Walter Dow Flowing Well #2032824. The letters have a cost of \$360.00 per contract due February 15th. Last May we spent \$180.00 per well (4 wells) and I thought we were all set until after all 4 wells were back up and started in April/May. D. Henning made a **Motion** that he may be allowed to continue to negotiate with the Health Department on the fees for the testing on the Township’s Artesian Wells in our various parks. Second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent. S. Festerling will hold off on paying the bills until D. Henning’s negotiations are complete.

Regular Meeting was adjourned @ 8:30PM

Sondra Festerling, Clerk