

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

DATE: December 2, 2014 TIME: 7:00 PM

Meeting called to order by Damien Henning, Supervisor. Present: Kim Shomin, Treasurer, Sondra Festerling, Clerk, Katie Derrohn, Trustee, and Dean Morford, Trustee. Guest: Lynn Frazee and Art Drayton.

Minutes of Regular Meeting November 6, 2014 were presented. K. Shomin **Moved** to approve minutes as presented. Second by K. Derrohn, Carried 5 Yes, 0 No.

Financial Report: K. Shomin reported: General Fund Checking \$28,620.61, Sewer Fund Checking \$109,852.12, Fire Fund \$8,733.25, Tax Account \$2,082.71, Cemetery Savings \$6,440.74, and Oden Light Savings \$287.03. Kim reported she went to the MTA Treasurers meeting.

D. Henning **Moved** to approve bills for \$14,063.00. Second by K. Derrohn, Carried 5 Yes, 0 No.

Fire Board Report: The financials were received. Art Drayton reported that Santa will be at the Fire Hall on 12/7/14 from 12-3PM. There was a brief discussion of the new Emmet County EMS and the services that they will be providing and where their trucks will be stationed. There were also comments of how our first responders had been getting some supplies like gloves, heart start pads, etc from Allied EMS to replace what was used but there is no response on how it will work with Emmet County EMS. We may have to start purchasing our own supplies and no longer covered/replaced by the EMS Units when they arrive to the call. There are four people going down to take their State Board EMR test and once they pass we will once again have a good staff level. Diane Wolford has put in for a leave of absence starting 1/1/15 until at least this coming spring since she is teaching and will be taking some extra teaching credits. The Fire Department's Budget is a work in progress and a new roster list is be drafted since the department has had such a large change over. S. Festerling will be drafting a check from the Townships Fire Department appropriation in the amount of \$10,000.00 to help pay for some of their bills/payroll. There will still be \$20,000 remaining that will be appropriated closer to March 2015.

LAMA: The financials and minutes were received. The Annual Joint LAMA Meeting will be on December 8, 2014 at 6:45PM to go over and approve the 2015 LAMA Budget. S. Festerling will post the notice of the meeting.

Assessors Report: Jim wasn't here. The Board of Review is December 9th at noon postings have already been done. D. Henning has hired Jason Vizina to do the appraisal for the Township's State Tax Tribunal case, David & Jennifer Leshock v. Littlefield Township MTT Docket No. 0457361. Jim LaPeer will be sending Mr. Vizina all his records on the property and the cost for the appraisal will be around \$450.00 but could be a little bit more depending on what he finds as he gets into the appraisal.

Sewer Authority: The Minutes have been received from the HSASDA meeting. Budget is being worked on but it doesn't appear that there will be any major changes that would make us have to increase our rates.

Unfinished Business:

Eagle Beach: Avis has set up all the Eagle Beach records into BS&A and the 1st quarterly bills have gone out at \$116.15. This bill didn't include the payback amount for the upgrades to the system since we do not have the entire project completed. We should be able to incorporate the upgrade charges on next quarters billing. Avis will be turning in her hours for getting Eagle Beach into our records so she can be paid for the extra hours spent on doing this project. We are getting real close to being able to turn over all the paperwork to HSASDA.

Avis has hinted that she wants to step out of being the sewer billing clerk. The Township needs to consider looking for her replacement.

Admirals Pointe: Klaus from Gosling Czubak has scheduled an Admirals Pointe meeting to be held Dec. 16, 2014 at 5:30PM here at the Hall with the Township, Tammy Doernenberg (Emmet County), Dan Plasencia (Emmet County) & Kurt & Patti Hoffman to go over development ideas for the marina and start looking at what needs to be done to go after the Grant Funding that is out there for projects like this.

Oden Light Contract/Consumers Energy: After reviewing and talking with Consumers Energy about some changes to their wording we have received a new version of their Standard Streetlight Contract for Company Owned Streetlights. Our concerns were addressed and changed in the new contract. D. Morford made a **Motion** sign the Resolution authorizing the Supervisor and the Clerk to execute a contract on behalf of the Township. Second by K. Shomin Carried 5 Yes, 0 No. The Resolution was then read and **Moved** to be signed with a **Roll Call Vote: YES:** D. Morford, K. Derrohn, K. Shomin, D. Henning, and S. Festerling. **NO:** None. Resolution was adopted. A copy of this resolution will be attached with the Minutes once we receive an original copy back with Consumers Energy signatures.

New Business: We have received a bill from Gosling Czubak for engineering and survey services rendered thru November 16, 2014 on the Admirals Pointe Marina PUD for \$5,424.00 and will need approval to pay the invoice before our next meeting. S. Festerling made the **Motion** to pay invoice # 72063 from Gosling Czubak in the amount of \$5,424.00 for services rendered, Second by K. Derrohn, Carried 5 Yes, 0 No.

Clerks Notes: We received notification that Municipal Retirement Systems, Inc. has not received our payment for the Boards Plan or returned our updated Adoption Agreement. S. Festerling called our agent Ann Bunting and stated that we haven't received anything from them for the amount to be deposited into our account or for the new agreement. Ann sent out a new billing and Adoption Agreement that needs to be updated and signed by the Supervisor & Clerk as the Plan Administrator for the Township. We have signed these before and S. Festerling said it appears to be identical to the previous one that was signed. D. Henning will compare the new one to our previous one on file before we are to proceed to sign. D. Morford made the **Motion** to have D. Henning & S. Festerling sign the new Adoption Agreement for Municipal Retirement Systems Non-Standardized Money Purchase Plan once they have compared it to previous

versions and feel it is what we originally signed up for. Second by K. Derrohn, Carried 5 Yes, 0 No.

S. Festerling also asked the Board for approval purchase Jim Cantrell, Township Employee, the annual Christmas Gift as we did in the past. Last year we purchased a \$100.00 Gift card and a package of Starbuck's Coffee. D. Henning **Moved** to have S. Festerling purchase the Annual Christmas gift for Jim Cantrell, Township Employee as it has been done in the past. Second by K. Shomin, Carried 5 Yes, 0 No.

Regular Meeting was then **Moved** to adjourn,

Sondra Festerling, Clerk