

# REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

**March 5, 2019 TIME: 7:00 PM**

Meeting called to order by Damien Henning, Supervisor. Present: Dean Morford, Trustee, Sondra Festerling, Clerk, and Kim Shomin, Treasurer, Absent: Katie Derrohn, Trustee. Guests: Julie Peurasaari, Art Drayton, Bob Wurst, Kurt & Pat Hoffman, Bill Shorter, and John & Theresa McGuire.

**Consent Agenda:** Items **#3** Regular Meeting Minutes 2/5/19, **#5** Budget Adjustments: **General Fund:** #101-727 Office Supplies: +\$100.00 to \$420.00, #101-955 TWP Misc: +\$1,500.00 to \$15,000.00, #101-975 Bld. & Land Improvement: +\$6,000.00 to \$166,000.00, #215-900 Printing & Publishing: +\$250.00 to \$2,750.00, #265-850 Telephone: +\$100.00 to \$740.00, #900-977 Equipment Purchase: +\$200.00 to \$1,000.00 and #6560 Payroll Expenses: +\$3,000.00 to \$11,806.00 from General Fund-fund balance. **Sewer Fund:** #727 Office Supplies: +\$1,000.00 to \$3,020.00 from Sewer Fund-fund balance. **Oden Light:** #448-921 Lights in Oden: +\$800.00 to \$12,035.00 from Oden Light-fund balance. **#6** Approval of Bills: \$86,139.53, Item **#9** Blight Report: None **#10** Management Authority Report: None, **#12** Planning & Zoning Report: None, **#13** Sewer Authority Report: In Packet, **#14** Library Board Report: Will Forward, and **#17** Miscellaneous: Budget Meeting 3/26/19 at 5:30pm were all entered into the Consent Agenda and declared Adopted.

**Treasurers Financial Report:** K. Shomin reported: General Fund Checking \$150,550.05, Sewer Fund Checking \$147,444.26, Fire Fund \$70,592.96, Tax Account \$35,540.45, Cemetery Savings \$9,621.77, and Oden Light Savings \$6,319.25. Kim reported that there was a software issue that slowed up the processing of 2018 tax records that will be sent into the county within the next few days.

**Fire Board Report:** The Minutes and Financials were received. Art Drayton reported that they are still researching who they will use to fix truck #4127. The new doors for the truck have already been purchased and at the hall ready to go once a decision has been made on who will get the job. Art also reported that there is a very important meeting at the county on March 11<sup>th</sup>, 6pm that will need to be attended by as many people as possible. At this meeting the county will be discussing the Jaws of Life contracts and the money that is given to each department that have the Jaws of Life. There has been talk that the county is no longer going to appropriate money to keep up the Jaws of Life with each of the departments that have them. The hope is that multiple people show up to let the county know why these departments deserve this money that only partially funds the upkeep, maintenance, and training of the Jaws. Originally the Jaws was the responsibility of the County Sheriff's Department, but in realizing they didn't have the proper type of vehicles to carry them the fire departments first responders stepped up and took them on for the county. Art said at their association meeting recently the fire departments went over everything on this topic and will be represented at the county meeting. A letter was also drafted and sent to each of the county board members on behalf of the association. Bill Shorter stated that he did in fact see that letter and that it is very important at the meeting to explain how many units are still in service and that the departments are using money for the maintenance for them. It also needs to be pointed out that there is a lot of mutual aid between departments and that if there is a need in another community it is used there too. It is more of a regional aid service for all 16 townships within our county. Art reported that in our department alone, we have 25 firemen that know how to use the jaws. It was pointed out that there are 7 units that receive the Jaws of Life \$4,500.00 annually. The \$4,500.00 from the county truly doesn't cover all the costs that come with having a jaws unit, but it is appreciated since the budget to run a fire

department can be tight. It would be a horrible disservice to the county residents if there wasn't funds to support all 7 of the units.

#### **Assessors Report: None**

#### **Unfinished Business:**

**Admirals Point:** We have engaged a consulting attorney since our township attorney felt that the scope of what we were wanting to do to fund Admirals Point project was outside of his expertise. Joel Wurster researched and found an attorney through MTA. D. Henning has engaged the consulting law firm to speak to the installment purchase agreement and to see if we can roll the installment purchase agreement over to a bond. Seth Koches is the consulting attorney and he has said that we in fact can do that as it was outlined in his letter addressed to the township dated today. Seth Koches has also talked to Bobby Bendzinski of Bendzinski & Co. (who has done the bonding for HSASDA) about what we would like to do and at that point it didn't appear to Seth that there would be any problem in starting with an installment purchase agreement while the township pursues bonding as an end result for financing. The Township will need to hold a special meeting to proceed forward with the signing of an installment purchase agreement and all of the subsequent documents needed to set it up. Citizens National Bank will give the Township two mechanisms: A short term mechanisms that will let us out of this after nine months without a repayment penalty if we go to bond by then, and then the second mechanism would be if for some reason we don't go to bond that we will then go to a 15-year term. There would be a loan origination fee and also interest. D. Henning has given Mr. Koches the contact information for Citizens National Bank and Elmer's Crane and Dozer, Inc. Bonding will take at least 90 days to complete. Kurt Hoffman reported that Elmer's has just started on the project and that the sheet pile steel has not shown up as of yet.

**Recreational Marijuana Ordinance:** D. Henning presented the Littlefield Township Prohibition of Recreational Marijuana Establishments Ordinance #146 to the Township Board. D. Morford made the **Motion** that the Township adopt the **Littlefield Township Prohibition of Recreational Marijuana Establishments Ordinance #146** with the change to adding 'Recreational' before the word marijuana throughout the ordinance for clarity. Second by S. Festerling, Rollcall vote: Dean Morford, Yes, Kim Shomin, Yes, Damien Henning, Yes, Sondra Festerling, Yes. **Damien Henning then deemed ordinance #146 adopted.** This ordinance shall take effect thirty days after publication of the ordinance. S. Festerling will contact Joel Wurster to help with the publication in the Petoskey News Review along with having it filed with the Emmet County Clerk's Office since she will be gone on vacation.

#### **New Business:**

**METRO Act: AT&T Metro Act Right of Way Permit Extension:** The paperwork on this was mailed to the Township PO Box and was received after February 7<sup>th</sup> even though the letter was dated December 1<sup>st</sup>. S. Festerling did call the AT&T METRO Act Administrator, Angela Wesson, to inform her we just received their mailing which was post stamped February 7<sup>th</sup> and that our Township Board has already met for the month of February. She said it would be fine to have it brought up at our March meeting. This extension is for an additional 5 years with the New term ending on February 28, 2024. S. Festerling made the **Motion** to sign the AT&T METRO Act Right of Way Permit Extension that expired on February 2019 and will now extend out for a new 5-year term ending on February 28, 2024. Second by D. Henning, Carried 4 Yes, 0 No, 1 Absent.

**Budget Adjustment:** In light of our new Ordinance #146 being adopted and needing to be published, an adjustment will be needed in #101-215-900 Printing & Publishing. Since we have not had to pay for the

last few ordinance postings, I am uncertain how much this will potentially cost. In an effort not to go over our budgeted amount, S. Festerling made the **Motion** to amend the General Fund account #101-215-900 Printing & Publishing to \$3,750.00 from General Fund-fund balance. Second by D. Morford, Carried 4 Yes, 0 No, 1 Absent.

**Clerks Agenda:** A card was received praising Brian Johnson for being a reassuring, compassionate, knowledgeable first responder from Joyce & Roger Clark. S. Festerling reported she is unable to find the past authorization the township board approved for D. Morford to receive a \$30.00 per diem for any special meetings he attends with D. Henning on the Admirals Point Project. S. Festerling **Moved** that D. Morford be paid a \$30.00 per diem for any special meetings he attends with D. Henning on the Admirals Point Project. Second by D. Henning, Carried 4 Yes, 0 No, 1 Absent.

**Public Comment:** Art Drayton mentioned that Senator Jason Allen has talked to a few firemen and that there are a lot of Grants that are out there. He also stated that a new firetruck for low income has rates as low as 1.6% interest. The senator would like to sit down with the department to go over all the funding options that are currently out there. Senator Allen is the head of the DNR Grant and that the grants will award points for dry hydrants that could give us additional possibilities of grant funding.

No other comments or information was brought before the Township Board.

Regular Meeting was adjourned @ 8:15PM by D. Henning