

WILSON TOWNSHIP
MEETING OF THE BOARD OF TRUSTEES
March 9, 2016
DRAFT

CALL TO ORDER: Todd Sorenson, Supervisor called the meeting to order at 6:00 PM.

A. **ROLL CALL:** Present: Supervisor Todd Sorenson, Treasurer Kerri Reinhardt, Clerk, Marilyn Beebe, and Trustees Jeff Argetsinger and Louie Fall.

B. **READING OF MINUTES:** **Moved** by Reinhardt, **second** by Sorenson to approve as presented the minutes from the February 9, 2016 regular meeting of the Board of Trustees. Discussion: None. **Voice vote: Ayes - 5, Nays - 0. MOTION CARRIED.**

C. **TREASURERS REPORT/CLERK WARRANTS:**

Treasurer –February 2016 month-end balances:

General Money Market (Charlevoix State Bank)	258,729.68
General Checking (Charlevoix State Bank)	892.63
Sewer Escrow Money Market (Charlevoix State Bank)	11,250.72
Tax Account Money Market (Charlevoix State Bank)	268,105.34
Tax Checking (Charlevoix State Bank)	469.18
General Money Market (Huntington Bank)	102,701.75
Total Checking/Savings	642,149.30

CLERK –February/March warrants for payment: checks numbering 4974 - 5002 totaling \$12,592.83 (includes an E-Pay amount of \$1,824.56 to Charlevoix State Bank for Federal payroll liabilities and \$300.73 to the State of Michigan for Michigan payroll liabilities).

Moved by Argetsinger, **second** by Fall to approve the treasurer’s report and all requests for payment. Discussion: Noted that the check to the JVEMSA was voided; the balance of the LCC fund was paid out to Louie as Liquor Control Inspector; and Louie was paid for the overage hours (16) for hall/park maintenance. **Roll call: Ayes Sorenson, Fall, Argetsinger, Reinhardt, and Beebe. Nays – none. MOTION CARRIED.**

D. **Additions to the Agenda:**

- Unfinished Business:
 - Furnace at Township Hall
- New Business:
 1. Presidential Primary Election
 2. Taxable Values
 3. Planning Contract
 4. QuickBooks

E. **CITIZENS COMMENTS / OATHS OF OFFICE / PRESENTATIONS: None**

F. **PUBLIC HEARING/CORRESPONDENCE:**

1. Amend 2015 Budget: **Moved by** Sorenson with **second by** Reinhardt to adopt **Resolution 3 of 2016** to Amend FY 2015/2016 Wilson Township Budget. Discussion:
 - Board of Trustees 101.702 Wages: increased by \$1,900.00 to \$13,900.00
 - Board of Trustees 101.850 Telephone: increased by \$150.00 to \$1,650.00
 - Board of Trustees 101.900 Public Notices: increase required was changed to \$200 with amended budget to \$3,200.00
 - Parks 161.702 Wages: increased by \$850.00 to \$3,250.00

- Parks 161.706 Contract Costs: increased by \$1,080.00 to \$3,580.00
- Parks 161.775 Maintenance Materials: increased by \$420.00 to \$1,320.00
- Parks 161.974 Improvements: deleted as an amendment to this line item had been adopted previously
- Supervisor 171.850 Telephone/Internet: increased by \$10.00 to \$1,010.00
- Assessor 209.727 Office Supplies: increased by \$210.00 to \$1,610.00
- Assessor 209.740 Assessment Roll: Original Budget amount changed to \$600, consequently the increase required is \$330.00 and amended budget to \$930.00
- Assessor 209.956 Education/Training: increased by \$100.00 to \$800.00
- Clerk 215.956 Education/Training: increased by 540.00 to \$740.00
- Board of Review 247.956 Education: original budget was \$700.00 consequently no increase is needed.
- Treasurer 253.727 Office Supplies/Equipment: increased by \$50.00 to \$1,350.00
- Cemetery 276.999 Other: increased by \$100 to \$100
- Fall Clean-up 528.528 Fall Clean-up/Contingency – Other: amended budget in February – additional \$200.00 needed, increased budget to \$8,834.00
- Roads 300.930 Brining: increase by \$7,000.00 to \$22,000.00
- Emergency Services 346.03 EJ Fire: increase of \$9,910.00 to \$19,240.00
- LCC 330.702 Wages: increase changed to \$72.72 for an Amended Budget total of \$760.10.

Roll call: Ayes Sorenson, Fall, Argetsinger, Reinhardt, and Beebe. Nays – none. RESOLUTION #3 OF 2016 DECLARED ADOPTED.

2. Review and Approve 2016 Budget:

Discussion:

- Board of Trustees: Included funds for audit
- Parks (Parking lot paving): Funds have been added to the income section (from grants) and expenses have been added to improvements
- Supervisor: request for increase in wages. Sorenson requested that the supervisor position be paid the same wages as the township’s clerk and treasurer, which would be a \$2,500/yr. increase. The following wage increases were discussed:
 - Supervisor increased to \$13,000/yr. with a \$1,000/yr. salary for JVEMSA meeting attendance
 - Trustees: \$250/mtg. or \$3,000/yr.
 - Clerk & Treasurer: \$13,650/yr.
 - Meetings (MTA, trustee, PC, ZBA, etc.) to \$115/mtg.
- Elections: Additional funds for elections
- Treasurer: Increased funds for internet setup
- Planning Contract: Increase of \$1,500. **Moved by** Sorenson with **second by** Argetsinger to approve the 2016/2017 Agreement for Planning and Zoning Services. Discussion: the agreement for 2016/2017 services is \$39,923.13 (a \$1,500/yr or 3.9% increase). **Roll call: Ayes Sorenson, Fall, Argetsinger, Reinhardt, and Beebe. Nays – none. MOTION CARRIED.**
- Roads:
 - Healey Road: Cost estimates received for Afton Stone (4 in. \$31,500) and paving (\$90,923.75) for ½ mile section of Healey Road
 - Crozier Road (portion on Twp. Line): estimate for paving (\$11,665) Crozier Road coordinating with Boyne Valley Township (Deer Lake / Korthase paving).

- Bergmann Road: Estimate (\$168,699.75) for pave overlay and wedging of one mile section of Bergmann Road

Funds will be included in Roads budget for improvements to Crozier and Healey roads.

- Fall Clean-up: Workers to be paid meeting wage. (Sorenson will check with insurance company about liability issues.)

Resolution 4 of 2016: Moved by Fall, second by Argetsinger to adopt Resolution 4 of 2016 to Approve Fiscal Year 2016/2017 Wilson Township Budget. **Roll call: Ayes Sorenson, Fall, Argetsinger, Reinhardt, and Beebe. Nays – none. RESOLUTION #4 OF 2016 DECLARED ADOPTED.**

Resolutions 5 - 8 of 2016: Moved by Fall, second by Argetsinger to adopt Resolutions 5 - 8 of 2016 to Approve Supervisor, Trustee, Clerk, and Treasurer annual salary for FY 2016/2017. **Roll call: Ayes Sorenson, Fall, Argetsinger, Reinhardt, and Beebe. Nays – none. RESOLUTIONS #5 – 8 OF 2016 DECLARED ADOPTED.**

G. COMMITTEE REPORTS

1. Supervisor’s Report – Todd Sorenson: discussed throughout the meeting.
2. Planning Commission – Jeff Argetsinger: Began review of township road improvement plan
3. ZBA – Marilyn Beebe: No meeting
4. MTA – Jeff Argetsinger: Representatives from Charlevoix/Cheboygan/Emmet Office of Emergency Management (BeAlert notification) and Cherry Capital Connection (updates to zoning laws).
5. Cemetery – Jeff Argetsinger: Investigating “Wreaths for America”
6. Township Park and Hall – Louie Fall: Louie noted that he spoke with workers from Great Lakes Energy while they were on site at the park. Great Lakes plans to replace/move the electric poles and asked the township to hold off paving until the poles are replaced. Todd noted that he would contact NDG and discuss the project timing and pole replacement. Louie also noted that the security light in the back of the building might not be replaced.
7. Roads – Todd Sorenson: Included in budget discussion.

H. UNFINISHED BUSINESS

1. Grants: Awaiting answers from County Park Millage and Community Foundation grants.
2. Administrative Plan: Tabled
3. Internet: Sorenson still working with Eric Grandstaff and Chris Christensen.
4. Healey Road: Todd noted that he would send residents along Healey Road a letter with cost estimates for the road improvements. Included will be a card that they can return indicating if they wish to pay for paving or have the township pay for Afton Stone.
5. Bids for new furnace: Two bids have been received. Three bids are needed.

I. NEW BUSINESS:

1. Wilson Township Website: Charlevoix County is upgrading their website and will no longer be hosting a site for local townships. Each township will have the opportunity to have a link to their website on the new county website. The company that will be providing the services for the new county website (Revize) has offered all local township a reasonable option for a new website. While Wilson Township already has a website, the new sites offer several upgrades that are not part of the current site (i.e. search options and apps for smart phones, tablets, etc.). It was the consensus of the board to go ahead with a website change.
2. Election: 500 registered voters turned out for the March 8, 2016 Presidential Primary. About a 34% turnout.

3. Taxable Values: Sorenson (as assessor) shared the L-4022 Taxable Value report.
4. Planner Contract: Discussed in budget item.
5. QuickBooks: 2013 payroll will not be supported in QuickBooks 2016. Need to update (three users).

J. **ANNOUNCEMENTS: None.**

K. **ADJOURNMENT:** With no further items on the agenda, Reinhardt moved to adjourn with second by Argetsinger at 7:50 PM

Respectfully submitted,

Marilyn L. Beebe, Clerk

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