

1-10-2017

REGULAR MEETING OF THE GREEN CHARTER TOWNSHIP BOARD WAS CALLED TO ORDER AT 7:00 P.M.

THE SUPERVISOR LED THE BOARD IN THE PLEDGE OF ALLEGIANCE TO THE FLAG.

THE FOLLOWING BOARD MEMBERS WERE PRESENT, ROLL CALL.

ROBERT BALDWIN	SUPERVISOR
JANET CLARK	CLERK
DENISE MACFARLANE	TREASURER
NANCY STEPHAN	TRUSTEE
GARY TODD	TRUSTEE
JAMES T. PEEK	TRUSTEE
KELLY CUSHWAY	TRUSTEE

MINUTES

The clerk presented the minutes of the 12-13-2016 regular board meeting.

MOTION was made by J. Peek and supported by G. Todd to accept the minutes of the 12-13-2016 regular board meeting. **MOTION CARRIED. 7 yes**

The clerk presented the minutes of the 1-05-2017 work session board meeting.

MOTION was made by J. Peek and supported by G. Todd to accept the minutes of the work session board meeting with the addition of window replacement on the list of projects. **MOTION CARRIED. 7 yes**

The supervisor informed the board the Red Cross will be here at Green Charter Township to survey the township hall for a possible emergency facility on Friday, January 17, 2017 at 2:30 p.m.

TREASURERS REPORT

The treasurer presented the treasurers report:

1-5-2017 General fund balance \$491,347.32

1-5-2017 Sewer fund balance \$516,145.88

MOTION was made by and J. Peek supported by G. Todd to accept the treasurer's report as presented in both funds. **MOTION CARRIED. 7 yes**

1-5-2017 Cherry Meadows Special Assessment Cash Checking \$10,057.41

MOTION was made by and J. Peek supported by G. Todd to accept the treasurer's report as presented in CMSACC account. **MOTION CARRIED. 7 yes**

ASSESSING REPORT

The assessing report for December 2016 from assessor E. Spalo was received and placed on file.

SEWER REPORT

Green Charter Township sewer report as follows:

12/1/2016 - 1/01/2017 31 days

Reading----- 191105130

Total Flow-----866670

Average daily flow-----27957

D. Vandawater reported all is working fine. Because of the stormy weather this evening, there was a blip in the electric power, Denny stopped on his way to this meeting and all is working fine.

The board request D. Vandawater to prepare a current up to date duty/work schedule for the township sewer lift station and sewer system. He agreed to working with the township supervisor on this request.

PUBLIC COMMENTS

Attendee Linda Peek commented on the notice to sewer customers in the quarterly billing looked great and informative and may be good to send with all statements.

MECOSTA COUNTY EQUILIZATION DEPT.

Equalization Director, Shila Kiander was present to review with the township the Michigan State Tax Commission Audit of Minimum Assessing Requirements (AMAR) Ms. Kiander informed the board 2017 all of Mecosta County townships and city assessing departments will be audited by the State Tax Commission. She distributed three information handouts prepared for the township to review regarding the (AMAR).

1. Audit of Minimum Assessing Requirements
2. The Township Boards Roll In Assessment Administration
3. Assessing Your Township's Assessing

Shila highlighted points in each of the handouts, and will also be at the Mecosta County Township's Association County Chapter meeting January 30, 2017 at Millbrook Township. Explaining all assessing entities usually will have issues to correct and follow through on. The State AMAR will require the township to write a "Plan of Action" for these issues.

The township supervisor and selected property owners selected will receive a letter of when the audit will be in its township.

OLD BUSINESS

The Supervisor reported Mecosta County Road Commission has opened the bids for 2017 Spruce Road Structure, ranging from \$146,697.00 up to 277,644.55. There was a discussion, no action taken. Information has also been received from the Mecosta Co. Road Commission there may be issues on the 220th bridge.

2017 road projects were discussed and the board discussed Round Lake Road repair.

SEWER BACKUP CLAIM

Correspondence has been received The Michigan Township Participating Plan that they did not find liability on behalf of Green Charter Township in the St. Clair claim.

NEW BUSINESS

GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2017-2018

General Fund

MOTION was made by B. Baldwin and supported by J. Peek to approve the proposed line item salary for the 4 trustees \$9,277.53, **MOTION CARRIED. 6 yes, 1 no**
6 yes - Stephan, Peek, Clark, Baldwin, MacFarlane, Todd. – 1 no – Cushway

MOTION was made by B. Baldwin and supported by G. Todd to approve the proposed line item salary for the supervisor \$17,206.34, **MOTION CARRIED. 6 yes, 1 no**
6 yes – Todd, MacFarlane, Baldwin, Clark, Peek, Stephan – 1 no – Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the clerk \$29,945.49, **MOTION CARRIED. 6 yes, 1 no**
6 yes - MacFarlane, Todd, Stephan, Peek, Clark, Baldwin, – 1 no – Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the treasurer \$17,639.32 and treasurer summer tax collection \$8,042.47, **MOTION CARRIED. 5 yes, 2 no**
5 yes - Peek, Clark, Baldwin, MacFarlane, Todd, - 2 no – Stephan & Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the deputy treasurer \$1,623.65 and treasurer summer tax collection \$676.52. @ \$12.50 per hour **MOTION CARRIED. 7 yes,**
7 yes - Peek, Stephan, Clark, Baldwin, MacFarlane, Todd, Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for per diem rate of \$35.00, **MOTION CARRIED. 7 yes, 0 no**
Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, Cushway,

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the deputy supervisor \$1,000.00 @ \$12.50 per hour
MOTION CARRIED. 6 yes, 1 no
6 yes – Cushway, Todd, MacFarlane, Baldwin, Clark, Peek – 1 no - Stephan,

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the deputy clerk \$2,338.05 @ \$12.50 per hour
MOTION CARRIED. 6 yes, 1 no
6 yes – Stephan, Todd, MacFarlane, Baldwin, Clark, Peek – 1 no - Cushway,

MOTION was made by J. Peek and supported by B. Baldwin to approve the proposed line item salary for board of review per diem rate of \$35.00, and/or @ \$12.50 per hour
MOTION CARRIED. 7 yes,
7 yes – Peek, Stephan, Clark, Baldwin, MacFarlane, Todd, Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for cemetery charges (no change) vault grave opening \$400.00, vault grave opening \$525.00, Cremation burial \$100.00 cremation burial weekend \$150.00, infant

burial \$100.00, infant weekend, \$150.00, winter additional charge \$175.00, snow plowing \$100.00, repair in winter \$100.00, additional hourly \$12.50 per hr.

MOTION CARRIED. 7 yes

7 yes – Cushway, Todd, MacFarlane, Clark, Baldwin, Peek, Stephan

MOTION was made by Baldwin and supported by J. Peek to approve the proposed line item salary for the grounds labor \$12.50 per hour, \$20.00 per hour heavy maintenance.

MOTION CARRIED. 7 yes - Stephan, Peek, MacFarlane, Clark, Baldwin, Todd, Cushway

MOTION was made by Baldwin and supported by J. Peek to approve the proposed line item salary for the grounds supervisor \$335.55 annual

MOTION CARRIED. 6 yes, 1 no

6 yes –Todd, MacFarlane, Baldwin, Clark, Peek, Stephan, – 1 no - Cushway

MOTION was made by Baldwin and supported by J. Peek to approve the proposed line item election salary \$12.50 per hour, 13.50 per hour chair.

MOTION CARRIED. 7 yes, 0 no

7 yes – Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, Cushway

MOTION was made by J. Clark and supported by J. Peek to approve the proposed line item salary for the assessor \$27,563.06, and \$5,512.60 pension

MOTION CARRIED. 5 yes, 2 no

5 yes – Peek, Clark, Baldwin, MacFarlane, Todd, Stephan, 2 no – Stephan & Cushway

GREEN CHARTER TWP. PROPOSED PAYROLL ATTACHMENT 2017-2018

Sewer fund

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the supervisor in the sewer fund \$5023.57

MOTION CARRIED. 6 yes, 1 no

6 yes – Todd, MacFarlane, Baldwin, Clark, Peek, Stephan, – 1 no – Cushway

MOTION was made by B. Baldwin and supported by G. Todd to approve the proposed line item salary for the clerk in the sewer fund \$4,411.99

MOTION CARRIED. 6 yes, 1 no

6 yes – Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, - 1 no - Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the proposed line item salary for the treasurer in the sewer fund \$8,151.79

MOTION CARRIED. 5 yes, 2 no

5 yes - Peek, Clark, Baldwin, MacFarlane, Todd, - 2 no – Stephan & Cushway

MOTION was made by B. Baldwin and supported by J. Peek to approve the proposed line item salary in the sewer fund per diem rate of \$35.00, and/or @ \$12.50 per hour

MOTION CARRIED. 7 yes

7 yes – Cushway, Todd, MacFarlane, Baldwin, Clark, Peek, Stephan,

MOTION was made by J. Peek and supported by B. Baldwin to approve the proposed line item salary sewer operation & maintenance in the sewer \$3,081.69 annual fund per diem rate of \$35.00, and/or @ \$12.50 per hour

MOTION CARRIED. 6 yes, - 1 no

6 yes – Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, - 1 no Cushway,

MOTION was made by B. Baldwin and supported by J. Peek to approve the proposed line item hourly rate of \$12.50 per hour

MOTION CARRIED. 7 yes

7 yes – Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the

April 1, 2017-March 31, 2018 General Fund budget. MOTION CARRIED. 5

YES – 2 NO

5 yes - Peek, Clark, Baldwin, MacFarlane, Todd - 2 no Stephan & Cushway

MOTION was made by J. Peek and supported by G. Todd to approve the

April 1, 2017 - March 31, 2018 Sewer Fund budget. **MOTION CARRIED.**

5 YES – 2 NO

5 yes – Todd, MacFarlane, Baldwin, Clark, Peek, - 2 no Cushway & Stephan

2017-2018 MEETING DATES SCHEDULE

MOTION was made by G. Todd and supported J. Peek to approve the following list of regular monthly meeting dates.

Monthly meeting dates schedule of regular monthly board meetings

Second Tuesday of each month 7:00 P.M. for 2017-2018 budget year

April meeting changed to April 4th, 2017*

April 4, 2017* - May 9, 2017 - June 13, 2017

July 11, 2017 - August 8, 2017 – September 12, 2017

October 10, 2017 - November 14, 2017 - December 12, 2017

January 9, 2018 - February 13, 2018 - March 13, 2018

MOTION CARRIED. 7 YES

EDUCATION CONFERENCE MICHIGAN TOWNSHIPS ASSOC.

MOTION was made by G. Todd and supported by J. Peek to approve the attendance for board members attending the MTA Educational conference, registration, room, mileage & parking. **MOTION CARRIED. 7 YES** Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, Cushway

ROAD COMMISSION UPDATES

There was a discussion on road priority for 2017. The consensus was Round Lake Road project may be on the top of the list depending on the cost.

BUDGET AMENDMENT

MOTION was made by J. Peek and supported by G. Todd to approve the following budget amendment in the General Fund. **MOTION CARRIED. 7 YES** Stephan, Todd, MacFarlane, Baldwin, Peek, Cushway, Clark

1/10/2017 BUDGET YEAR 2016-2017 AMENDMENTS						
ACCOUNT	DESCRIPTION	ACTUAL	BUDGET	AMENDED AMOUNT	NEW BUDGET	AMENDED BALANCE
GENERAL FUND						
101-265-922	TRASH REMOVAL	\$ 1,215.43	\$ 1,200.00	\$ 320.00	\$ 1,520.00	\$ 304.57
from					\$ -	\$ -
101-528-800	CLEANUP DAY CONTRACT SERV	\$ 5,540.37	\$ 6,290.00	\$ (320.00)	\$ 5,970.00	\$ 429.63
					\$ -	\$ -

PUBLIC COMMENTS

The joint Sewer Contract Committee of Big Rapids City, Big Rapids Township and Green Charter Township will be meeting Monday, January 16, 2017 here at the Green Township hall.

Trustee N. Stephan reported 4 Seasons on Northland Dr. & 18 Mile is possibly interested in servicing Green township with portable toilets and cleanup day service. There was a discussion. They will be at the township February meeting.

AUTHORIZE PAYMENT OF BILLS

MOTION was made by J. Peek supported by G. Todd to approve payment of the following bills: **MOTION CARRIED. 7 YES**, Stephan, Peek, Clark, Baldwin, MacFarlane, Todd, Cushway,

GENERAL FUND 12/22/2016–1/10/2017 12751- # 12781 \$ 21,990.98

CHERRY MEADOWS GCTSARF Ck # 04 \$121.88

SEWER FUND 1/10/2017- 1/10/2017 CK # 3481 - # 3488 \$2,224.36

Janet Clark, Township Clerk 1/10/2017 – 8:37 P.M. meeting adjourned