

**Winterfield Township Board Meeting
January 10, 2023
Minutes**

The meeting was called to order at 7:00 pm by Supervisor Hammar at Winterfield Township Hall. The Pledge of Allegiance was recited and roll call was taken by Blackledge.

Members Present: Mark Hammar, Supervisor; Bonnie Blackledge, Clerk; Linda Peterson, Treasurer; and Shelly Laughlin, Trustee

Members Absent: Fred Prielipp, Trustee

Others Present: Dave Hoefling, County Commissioner; Robert Dunlap, Dave Bondie, Deputy Supervisor; Todd Flint, Ellis Sneary and Eric Sneary.

Review of Agenda: Hammar asked to remove the Road Brushing Contract from the agenda. **Motion by Laughlin, second by Peterson, to accept the agenda as amended. Ayes-4, Nays-0, Absent-1. Motion carried.**

Review Minutes November 1, 2022: Motion by Laughlin, second by Peterson, to approve the November 1 Meeting Minutes as written. Ayes-4, Nays-0, Absent-1. Motion carried.

Treasurer's Financial Report: Peterson read the account balances. She also summarized to whom she sends tax checks and described the "buckets" included in each payment. **Motion by Laughlin, second by Hammar to approve the Treasurer's Report for January 10, 2023. Ayes-4, Nays-0, Absent-1. Motion carried.**

Public Comment: None

County Commissioner's Report, Dave Hoefling: Hoefling introduced himself to the audience and offered to be available if needed.

Zoning Officer's Report: Todd Flint spoke about a request for 16-foot sidewalks. He said things have been slow lately.

Treasurer's Report: Taxes are rolling in. There appear to be no bank issues, but Peterson has concerns about some scanning not matching the actual checks.

Planning Commission Report: Laughlin said that Adam Young, Consultant from Wade Trim, attended the December 13 meeting. The zoning is being updated to reflect new Michigan law. They are dealing with the Zoning Ordinance amendment process for 14-foot sidewalks. There has been a request to change it to 16 feet. There is a list in the Master Plan of zoning changes that need to be made.

Clerk's Report: None

Trustees Report: None

Supervisor's Report: Hammar reviewed the road work that was done in 2022. The repair of the steps, new blacktop and restriping of the parking lot were also completed.

Old Business

Oil & Gas Lease: A payment in the amount of \$3591 was received and deposited into General Fund.

Electrical & Lighting Work in the Hall: Hammar said electrical work was completed on the hall that would allow generator hookup. He showed the cord that would be used to connect the generator. The interior lights were also replaced.

Marion District Library – The draft agreement was just received from the library attorney. The Library Board and the Committee to Create a District Library have been reviewing this. Once the draft is updated, it will be sent to the interested townships (Winterfield, Redding, Middle Branch, Marion and Highland) and the Village of Marion for approval.

Planning Commission – Appointment: Robert Dunlap applied for the Planning Commission position and appears to be well-qualified. **Hammar moved to appoint Robert Dunlap to the Planning Commission for the term 1/1/2033 through 12/31/2035. Blackledge seconded. Ayes-4, Nays-0, Absent-1. Motion carried.** Blackledge administered the oath after the Board meeting.

New Business

Appoint Deputy Supervisor: Hammar moved to appoint Dave Bondie as the Deputy Supervisor. **Blackledge seconded. Ayes-4, Nays-0, Absent-1. Motion carried.** Hammar had previously asked Bondie to start working at this position, and he was sworn in on November 8, 2022.

Adjust Overcharge – Laughlin Rubbish Fee: According to Winterfield's policy, the fees are only charged to properties that contain a structure that could generate rubbish, if they are already paying a fee on another property. Laughlins recently purchased a vacant piece of land and paid the rubbish fee before realizing it should have been removed. Hammar said that the Supervisor and Assessor will review the assessment list at the Board of Review in March every year to see if splits or combinations have affected the charges. The Treasurer will send a refund to the Laughlins.

Poverty Exemption Resolution: This needs to be updated yearly to meet federal guidelines. The assessor prepared this for our approval. **Peterson moved to approve Resolution 2023-1, 2023 Policy and Guidelines for Property Tax Poverty Exemptions for Winterfield Township. Laughlin seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

Attorney: Tara Hovey, the attorney Winterfield was using, is no longer working as an attorney since she was appointed a judge. Therefore, we need to consider who to use for our legal work. She sent a few recommendations. We also intend to ask neighboring townships who they are using. Laughlin will ask Adam from Wade Trim if he has any recommendations.

Hazard Mitigation Plan: This plan was created by Jerry Becker and others from Clare County. It is 244 pages and well done. He is welcoming comments.

Smart Thermostat: Hammar recently purchased this tool for the Hall Attendant to use to make sure the heat is turned down after hall use.

Fetch GIS: This is available through the County's website at no charge to Township officials. It can be used to view properties in Clare County.

Garfield Road Contract: Bondie presented the contract which includes engineering, installation of needed culverts, ditching, drainage improvements, clearing and tree cutting on Garfield Avenue from Keehn to the County line (Claroskee Road). The estimated cost for Winterfield is \$60,329.96. **Blackledge moved to approve the contract for Garfield Avenue. Hammar seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

In addition to this contract, there are two other contracts that were approved in 2022 to be done in 2023. These include 1) Cook Avenue from Haskell Lake to 1 mile north (2' widening each side with asphalt, then 1.5" overlay) for \$90,000, 2) Cook Avenue shoulder widening at Long Lake, Pierce, and Strawberry around the curves, (4' wide) road widening and paving for \$30,000. These were approved at the September 13 meeting.

Cook Avenue – Widening/Paving: This would be done in 2024. It includes 4.5 miles of Cook Avenue, Long Lake Road, Pierce Road, Strawberry Avenue from Twin Lakes Road to Haskell Lake Road, and then 1 mile north of Haskell Lake Road to North Clare County line for road widening and paving for the Township share of \$146,250. **Hammar moved to accept Agreement #1 for 2024. Laughlin seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

Blackledge asked whether we will be asked to approve the Road Brushing contract sometime in the future. Bondie replied that it doesn't look as though the individual townships will be asked to pay for this work.

Budget Report: Blackledge distributed a budget report for the fiscal year 2022-2023, 7/1/22 through 1/10/2023 for the General Fund, Transfer Station Fund and Road Fund. **Blackledge moved to transfer \$5,000 from the fund balance to be divided between the Repairs and Maintenance line item (\$1500) and the Capital Improvement line item (\$3500) in the Township Hall category.** (These changes are due to the recent

electrical and cement work at the Hall.) **Hammar seconded. Ayes-4, Nays-0, Absent-1. Motion carried.** Another line item overspent in the Public Works category is the Repairs and Maintenance line item. This was for work done on the Whiskey Creek Drain for a charge of \$243.18. This will be adjusted at the March meeting.

Review Township Expenditures: Laughlin moved to approve the General Fund checks 5766 through 5825, and the Transfer Station checks 2181 through 2191 as shown on the reports. Second by Peterson. Ayes-5, Nays-0, Absent-1. Motion carried.

Adjournment: Laughlin moved to adjourn the meeting at 9:02 pm. Hammar seconded. Ayes-4, Nays-0, Absent-1. Motion carried.

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk