

**Winterfield Township Regular Board Meeting
May 10, 2022
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; Fred Prielipp and Shelly Laughlin, Trustees

Members Absent: None

Others Present: Todd Flint, Zoning Administrator; Bronwyn Asplund-Walsh, County Commissioner; David Hoefling, County Commission Candidate District 5, Bill Hoefling, Sandra Bristol, County Commission Candidate District 5; Dave Bondie, Superintendent, Clare County Road Commission (CCRC); Bill Simpson, Safety Coordinator, CCRC; Jeff, Kathy, and Gabriella Dennis, Jon Wood, DNR; Carl Traynor, Ray Faulman, Cemetery Sexton; and Lori Mott, Clare County Clerk.

Review of Agenda: Motion by Prielipp, second by Laughlin, to accept the agenda as written. Ayes-5, Nays-0. Motion carried.

Review Minutes March 8, 2022: Motion by Laughlin, second by Hammar, to approve the March 8 Meeting Minutes as written. Ayes-5, Nays-0. Motion carried.

Treasurer's Financial Report: Motion by Prielipp, second by Laughlin to approve the Treasurer's Report for May 10, 2022. Ayes-5, Nays-0. Motion carried.

Public Comment: Jeff Dennis, 8520 Garfield, read a story about his daughter, Gabriella, who suffered a seizure. He and his wife, Kathy, were upset with the long wait for an ambulance and that the driver didn't seem to know where the Cadillac hospital was located. Hammar explained the options for transport and the fact that the area is experiencing difficulty filling first responder positions.

Jon Wood, DNR: Wood explained that in addition to his Game Warden position, he is also a certified police officer. He represents Saginaw, Arenac, and Clare counties. At the present time, it is Wildfire Season, and there is a danger of wildfires, especially in the areas where there is a lot of Jack Pine, so he cautioned the audience not to burn. Each season is different. We There are also problems with invasive species and monitoring ORVs. Each County has two officers. He primarily does administrative work.

County Commissioner's Report: Bronwyn Asplund-Walsh gave an update of what is happening at the County. Tracy Byard, longtime County Administrator, resigned to take a position in another county. Lori Phelps is the new County Administrator. The County is hiring IT Right to supervise their IT system after it was hacked.

Sandra Bristol, Commissioner Candidate District 5: Bristol currently serves as a commissioner. She believes that the commissioners need more training after they are elected. She mentioned the committees she has been serving on, including the Airport Advisory Board.

David Hoefling, Commissioner Candidate District 5: David introduced himself as a Republican candidate for this position.

County Clerk's Report, Lori Mott: Mott shared her concerns about IT security, especially the Circuit Court records. She discussed ways she has promoted election knowledge. They are getting ready to send out jury questionnaires as jury trials are starting back up. Driver's licenses and State ID cards are used to select juries.

Bill Simpson and Dave Bondie, CCRC: Simpson and Bondie said they are willing to try new things and are pleased with the new manager, Dewayne Rogers. They discussed the web page's ability to track complaints through "service requests." They discussed current projects including Mostetler Bridge, Keehn Road, Haskell Lake Road and the recognition they are getting.

Zoning Officer's Report: Todd Flint stated that it's been quiet.

Treasurer's Report: Peterson received a settlement check from the County Treasurer.

Planning Commission Report: None.

Clerk's Report: A credit card voucher for payment to MTA for a planning class for Richard Dommer was presented and approved. Blackledge reported that there is \$1500 available in grant funds for Election Security that she plans to use. She is working on Voter ID cards with Printing Systems. All voters need to be sent updated cards since districts have changed. Par Plan is offering a risk assessment grant. This might be something that could be used to make improvements at the hall. The Little Free Library that Dan Blackledge built was displayed and will be installed soon.

Trustees Report: No comment

Supervisor's Report:
Old Business

Master Plan Adoption Resolution: The Planning Commission recommended the adoption of the Winterfield Township Master Plan at their April 12th meeting. Some slight changes were made due to discussion at that meeting. **Blackledge moved to approve Resolution 2022-3, to adopt the Winterfield Township Master Plan 2021-2041. Ayes-5, Nays-0. Motion carried.** Blackledge will send out notices with a link to the Master Plan to the required parties.

ARPA Funds: Hammar updated the Board on the steps that have been taken to date for the ARPA grant. Baird, Cotter, Bishop has been hired to submit the required report.

New Business

Assessor: The only assessor who submitted an application was Tina Wright, Braman Assessing, LLC. She will present a contract at the July meeting. She also does Lincoln Township. If the Board agrees, Hammar and Peterson will meet with her to discuss details. **Laughlin moved to accept Tina Wright as the Winterfield Assessor. Peterson seconded. Ayes-5, Nays-0. Motion carried.**

Nitro Computers Proposal: One planned use for the ARPA funds is new computers for the Supervisor, Treasurer and Clerk. The proposal asks for \$5,325.00 for three laptops. This includes Microsoft Office Home and Business, AVG Antivirus, and labor to install these programs and transfer data. Nitro is located in Harrison and is recommended by other local officials. **Laughlin moved to approve the proposal by Nitro Computers. Peterson seconded. Ayes-5, Nays-0. Motion carried.**

BS&A Proposal: ARPA funds can also be used for accounting software. Blackledge explored a package from BS&A that would include payroll, accounts payable and general ledger. The initial cost is estimated at \$22,595 with a yearly service fee of \$1470. **Blackledge moved to approve the purchase of the accounting program from BS&A. Peterson seconded. Ayes-5, Nays-0. Motion carried.**

Clare County Equalization Contract: The Board chose Option #4, Full Service which is what was chosen last year. In addition, Option #4a and # 4b were also checked – fees for additional services. **Blackledge moved to approve the contract with Clare County Equalization. Hammar seconded. Ayes-5, Nays-0. Motion carried.**

Road Contracts: Work is planned for Keehn Road to bring the first section up to the new blacktop. The bridge needs work, too. In addition to paving on Keehn, it is proposed to widen and pave Cook Avenue. The Township share for these two projects is estimated at \$135,000. **Blackledge moved and Laughlin seconded to approve the contract with Clare County Road Commission for an estimated cost of \$135,000. Ayes-5, Nays-0. Motion carried.**

Township Hall Repairs:

- a. **Faber Seamless Gutters**-Hammar approved the estimate of \$950 and the job has been completed.
- b. **Front Steps**-Hammar will get a few bids on having these redone. Blackledge suggested we might want to look into one of the Par Plan grants for this work.
- c. **Parking Lot**-We received a \$20,700 quote from Rieth-Riley for this work. The Board is not ready to make a decision at this time.

Cemetery Project Decision: The scope of what needs to be done at the cemetery includes a survey and marking the lots as well as fencing. The Board will need to decide what should be done first.

Set Property Split Charge: Winterfield has a lot-splitting ordinance. The Assessor does the split, then it goes to Equalization. The Board discussed whether there should be a charge for this service, but it was decided to wait to take action until Hammar talks to the Assessor.

Set Dates for June Budget Meetings: Board will meet on Friday, June 17 at 2:00 pm for a discussion of the budget. The Public Hearing and Budget Adoption will take place on Friday, June 29 at 2:00 pm.

Hammar also commented on the Tire Recycling event, Whiskey Creek Drain, and the Marion Library meeting. He distributed a copy of information that the state requires to be on our website regarding assessing information.

Budget Report: Blackledge included a budget report for the fiscal year 2021-2022, 7/1/21 through 5/10/2022 for the General Fund, Transfer Station Fund and Road Fund. No adjustments need to be made at this time.

Review Township Expenditures: Hammar moved to approve the General Fund checks 5598 through 5640, and the Transfer Station checks 2152 through 2160 as shown on the reports. Second by Laughlin. Ayes-5, Nays-0. Motion carried.

Adjournment: Blackledge moved to adjourn the meeting at 10:24 pm. Laughlin seconded. Ayes-5, Nays-0. Motion carried.

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk