

**Winterfield Township Regular Board Meeting
September 14, 2021
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: Bronwyn Asplund-Walsh, County Commissioner; Todd Flint, and Ray Faulman

Review of Agenda: Hammar suggested that Item 1 under New Business, the Zoning Administrator/Ordinance Enforcer Position, be moved to item 6b under the Trustees' Report. **Motion by Hammar, second by Prielipp, to accept the agenda as changed. Ayes-5, Nays-0. Motion carried.**

Review Minutes July 13, 2021: Motion by Peterson, second by Laughlin, to approve the July 13 Meeting Minutes as written. Ayes-5, Nays-0. Motion carried.

Treasurer's Financial Report: Peterson said the figures on the report are up to date with the current balances. **Motion by Laughlin, second by Prielipp to approve the Treasurer's Report for September 14, 2021. Ayes-5, Nays-0. Motion carried.**

Public Comment: Ray Faulman asked about Haskell Lake Road east of Cook. Hammar said it will be blacktopped.

County Commissioner's Report: Bronwyn Asplund-Walsh said that the County Commission has balanced their budget with over \$14,000 surplus. This was achieved by making changes with the insurance. They will be able to use some Covid funds as premium pay for the deputies. The Clare County deputies' pay is one of the lowest in the State. The animal shelter has been contacted to help with dogs and cats displaced by the hurricanes.

Zoning Officer's Report: Mike Clark has resigned as Zoning Administrator due to some serious injuries he received when a piece of equipment he was working on fell on him. Todd Flint has offered his services.

Treasurer's Report: Taxes have been rolling in. Peterson said she needs a new computer since hers no longer works as it should. She would like to transfer the road funds for the two checks that are being approved this evening from Road Account #2 instead of #1 so she can eventually close the second account out. She has spoken to the auditor about the Tax Account checks and is not required to replace them with the same format she currently is using.

Planning Commission Report: There was a special meeting held on September 8. They went through a lot of the draft Master Plan, and there were many items they didn't agree with. Andrew Laughlin, Chair, prepared a report and sent it to Adam at Wade Trim. The draft plan was shared with the Board at tonight's meeting, and the Planning Commission is proposing that it be distributed as required. A public hearing will be held by the Planning Commission 63 days after the draft is sent out.

The Board discussed several issues with the draft plan. Some do not feel it is ready for distribution because they would like to see errors corrected and changes made first. Shelly Laughlin asked that the Board take time to study it, write down any issues, and send them to her and Adam or attend the regular PC meeting on October 12. Laughlin reiterated that it is a changing/working document.

Clerk's Report: Blackledge presented two credit card approval requests that were approved and signed. The Duggan contract for propane was distributed. There is a change from the past since it now has a "keep full" order. It was prepaid for the year. The FOIA request from True North will be sent when their check is received.

Trustees Report: No comments.

Zoning Administrator Position: Todd Flint has lived in Winterfield Township for 18 years. He feels there is a need for better zoning enforcement. **Hammar moved to make Todd Flint the Zoning Administrator and Ordinance Enforcer. Blackledge seconded. Ayes: 5, Nays: 0. Motion carried.**

Supervisor's Report:
Old Business

American Rescue Plan Funding Grant – Hammar applied for the grant and it was approved. At the next meeting the Board will discuss how to use the funds.

Five Year Road Plan – Hammar presented a slide show of past road improvements. He reviewed the suggestions for 2022. These are included on a document that is titled "Winterfield Township – Roadwork 2019-2024."

Transfer Station Fees – Resolution – According to the Township Attorney, Tara Hovey, the Township Board can approve a resolution to raise the annual fees for the Transfer Station in order to meet the expenses. **Hammar moved to approve Resolution 2021-6, to increase the assessment amount for the Transfer Station to \$70 in order to cover the actual expenses of the service. Peterson seconded. Ayes: 5, Nays: 0. Motion carried.** This amount will be placed on the Winter Tax bills. At the November Board meeting, the rules for the contents of the large dumpster will be discussed.

Cemetery Ordinance – Fees – The Board decided to adopt a new cemetery ordinance because the prior one includes fees that make it difficult to keep updated as costs rise. Blackledge obtained a sample ordinance from MTA. She also did some research from other units of government in Clare County to see what they charge for the purchase of a burial space. Ray Faulman, Sexton, shared some information about walkways, costs and state laws regarding burials. Blackledge and Hammar will meet with Faulman to review the draft ordinance and come to an agreement on the best way to proceed. For now, the ordinance was tabled. At the November meeting, after the ordinance is revised, the fees will be set.

Transfer Station Tree Maintenance – Hammar said that the DNR has issued a permit for tree removal at the Transfer Station. The trees have been falling on the fence and causing damage. Fargo Tree Service out of Cadillac will do the work for \$1500 per day. They estimate it will take about three days.

New Business

Blight Ordinance – Attorney Tara Hovey sent a letter addressing ways to successfully enforce the Blight Ordinance. There was a short discussion on this topic.

Budget Report: Blackledge included a budget report for the fiscal year 2021-2022, 7/1/21 through 9/14/21 for the General Fund, Transfer Station Fund and Roads. She noted that the Pension Expense fund in General Fund is over by \$2.50. This will be fixed by a correction with a transfer from the Transfer Station Fund in the amount of \$500 to General Fund. The original payment should have been made through the Transfer Station account.

Review Township Expenditures: Hammar moved to approve the General Fund checks 5442 through 5486, and the Transfer Station checks 2122 through 2128 as shown on the reports. Second by Laughlin. Ayes-5, Nays-0. Motion carried.

Public Comment: None

Adjournment: Hammar moved to adjourn the meeting at 9:15 pm. Prielipp seconded. Ayes-5, Nays-0. Motion carried.

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk