

**Winterfield Township Regular Board Meeting
November 10, 2020
Minutes**

The meeting was called to order at 7:03 pm by Supervisor Hammar. The Pledge of Allegiance was recited by those present.

Members Present: Mark Hammar, Supervisor; Bonnie Blackledge, Clerk; Fred Prielipp and Shelly Laughlin, Trustees

Members Absent: Linda Peterson, Treasurer

Others Present: Mike Clark, Zoning Administrator/Ordinance Enforcer

Review of Agenda: Motion by Hammar, second by Prielipp, to accept the agenda as presented. Ayes-4, Nays-0, Absent-1. Motion carried.

Review Minutes September 8, 2020: Motion by Laughlin, second by Hammar to approve the September 8, 2020 Meeting Minutes as written. Ayes-4, Nays-0, Absent-1. Motion carried.

Treasurer's Financial Report: Peterson was unable to attend the meeting, but asked Blackledge to distribute the Treasurer's report for November 10, 2020.

Public Comment: None

County Commissioner's Report: David Hoefling was not present. During the meeting, Hammar received an email from Hoefling explaining that he was not able to attend. He attached a Commissioners' Report for the Board to read.

Zoning Officer's Report: Mike Clark said that he is working on three zoning permits.

Treasurer's Report: Linda Peterson was absent so there was no report.

Planning Board Report: Laughlin said there were no meeting minutes from the October meeting since there was no quorum. She and Andrew worked on preparation of the surveys for mailing. She would like to cancel the December meeting due to the increase in Covid-19 cases. She will contact the members to get input.

Clerk's Report: Blackledge asked for approval on a credit card voucher for supplies.

Trustees Report: Prielipp said that Keehn Road looks great, even though it is not totally completed.

Old Business

Board Appointments to Planning Commission: The Board discussed the plan to appoint Planning Commission members as recommended by MTA. One issue is that Shelly, as the ex officio member, is not eligible to serve as chairperson according to

some information that Hammar discovered in the MI Planning Enabling Act.33 of 2008. She has been serving in that capacity for several years and is doing a good job. More research is needed on that topic. **Hammar moved to appoint Shelly Laughlin to the Planning Commission for the term beginning November 20, 2020 and ending November 20, 2024. Blackledge seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

2024 Road Work Plan: This will be reviewed at a future meeting.

New Business

Audit Report: Hammar reviewed the audit report that covered the Fiscal Years beginning July 1, 2018 and going through June 30, 2020. He was pleased with the report, highlighting several areas. Copies of the report were distributed to all Board members.

Audit of Minimum Assessing Requirements (AMAR) for 2021: Hammar received an email from the Michigan Department of Treasury notifying Winterfield that we have been selected to be reviewed as part of their 2021 audit program. He explained the audit process. The 2020 Final Database will be reviewed.

Clare County Interlocal Agreement for County Designated Assessor: A memorandum was received from Clare County Equalization regarding an interlocal agreement between the County and local units of government for a designated assessor for Clare County. The Board discussed this proposed agreement and a motion was made as follows: **Hammar moved to enter into the Clare County Interlocal Agreement for County Designated Assessor as written. Second by Laughlin. Ayes-4, Nays-0, Absent-1. Motion carried.**

Brining Map Update, Brining Dates: The tentative dates for brining by Michigan Chloride for 2021 are May 10, July 1, and August 30. The roads need to be evaluated as some roads may not need as much brine.

Road Invoices – Pine, Kirby, Haskell Lake, Partridge: The packet included the invoice for the chip seal/fog project on Kirby Ave, Partridge, and Haskell Lake for \$110,933.57. It also included one for Pine Lake overlay from Twin Lakes Ave to Lake Station Ave for \$95,709.19. These were discussed and are included on the check approval list, item #11.

Consumers Project on Garfield: Hammar updated the Board on the Consumers Project on Garfield Ave. They are putting in another well site.

Web Site: Hammar showed the Board some of the pages of the new website.

Center for Tech and Civic Life Grant: Blackledge presented a list of expenses to date for the November 3 Election that will be paid for by this grant. The \$5,000 was already received and deposited.

Swear in Elected Officials: Supervisor Hammar administered the oath to Clerk Blackledge, and then she proceeded to administer the oath to Shelly Laughlin and Fred Prielipp. Since Linda Peterson was absent, she will need to be sworn in at another time.

Public Comment: None

Budget Report: Blackledge included a budget report to date for the General Fund, Transfer Station Fund and Roads. Because of the additional expenditures related to the grant, the Election Budget needs to be amended by an additional \$5,000. **Laughlin moved to adjust the Election Budget by an increase of \$5,000 from \$4,000 to \$9,000. Hammar seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

Review Township Expenditures: Laughlin moved to approve the General Fund checks 5263 through 5308, and the Transfer Station checks 2080 through 2088 as shown on the reports. **Second by Prielipp. Ayes-4, Nays-0, Absent-1. Motion carried.**

Adjournment: Motion by Laughlin, seconded by Prielipp, to adjourn the meeting at 8:46 pm. **Ayes-4, Nays-0, Absent-1. Motion carried.**

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk