

**Winterfield Township Regular Board Meeting
September 8, 2020
Minutes**

The meeting was called to order at 7:02 pm by Clerk Blackledge. The Pledge of Allegiance was recited by those present.

Members Present: Bonnie Blackledge, Clerk; Linda Peterson, Treasurer; Fred Prielipp and Shelly Laughlin, Trustees

Members Absent: Mark Hammar, Supervisor (called and put on speaker phone)

Others Present: Mike Clark, Zoning Administrator/Ordinance Enforcer, Carl Traynor and Ed Miller

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

Review Minutes July 14, 2020: Motion by Peterson, second by Laughlin to approve the July 14, 2020 Meeting Minutes as written. Ayes-4, Nays-0, Absent-1. Motion carried.

Treasurer's Report: Peterson presented the Treasurer's report for September 8, 2020. Laughlin moved to accept the report, seconded by Prielipp. Ayes-4, Nays-0, Absent-1. Motion carried.

Public Comment: None

County Commissioner's Report: David Hoefling was not present.

Zoning Officer's Report: Mike Clark said that he issued permits for a remodel for Barry Prielipp.

Treasurer's Report: Linda Peterson said the Land Bank meeting was cancelled. There will be an online auction tomorrow due to non-payment of back taxes. There are no parcels up for auction in Winterfield Township.

Planning Board Report: Shelly Laughlin said that they did not have a special meeting in July as she had hoped. At the regular meeting in August they discussed sending a survey to all property owners.

Clerk's Report: Blackledge asked for approval on two credit card vouchers for office supplies. She asked whether the Board would like her to put postage on the return AV envelopes as the State will reimburse that expense. The Board all agreed that it would be a good idea. She also distributed W-4 forms to all board members and employees as these need to be updated. The audit will be held on Monday, September 28.

Trustees Report: Prielipp said that he looked at Keehn Road with Mark. They removed the stumps and put tubes in. They are shutting down the road today. They met with the Road Commission and discussed 2021 ideas such as brushing and grading.

Old Business

Survey for Master Plan: Laughlin said the Planning Commission met and discussed the survey. They reviewed the content and found a duplicate question. They decided that it would be better to mail them instead of putting it on the website, especially since the Board is making changes to the website host company. She asked whether Peterson would be able to get property address labels from Equalization. It was decided not to put return postage on the surveys. The plan is for these to go out in September. Laughlin will contact Wade Trim about these changes.

It was suggested that the surveys should also refer to where they can make comments or find out more information – either through the website or by attending a meeting. Public hearings will also be scheduled.

Duggan Propane Contract: This proposal keeps the price the same as last year at 1.299 per gallon. **Prielipp moved to approve the Propane Contract for 2020-21. Laughlin seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

New Business

Web Site Company Approval: Due to the information that our current website host will no longer be servicing his customers, we need to hire a new company before November 1. Several companies were considered. Mark Hammar, Deputy Deb Hammar and Blackledge had an online presentation from Revize and were pleased with their product as well as the price. A sales agreement and information about the company was included in the packet. The Board was asked to pick one of three layouts. Blackledge, Laughlin and Peterson liked the City of Thomas design. Fred had no opinion. **Peterson moved to approve the agreement with Revize for \$1490.00 for the design and development and yearly support. Prielipp seconded. Ayes-4, Nays-0, Absent-1. Motion carried.**

2021 Road Work Suggestions: As stated previously, Prielipp and Hammar met with the Clare County Road Commission to discuss future projects. Much of the work next year will be maintenance. Hammar wrote a summary of the meeting which was included in the packet.

2024 Road Work Plan: Hammar prepared a summary of completed and proposed roadwork from 2018 through 2024. Since he was unable to attend the meeting, he asked that the Board Members look over the plan and be ready to discuss it at our meeting in November.

Michigan Chloride Brine Contract: The contract is for \$ 0.1825 per gallon, \$0.01 more than 2020. Another company was asked to bid, but declined. **Laughlin moved to**

accept the contract with MI Chloride for 2021. Prielipp seconded. Ayes-4, Nays-0, Absent-1. Motion carried.

L-4029 Approval: The millage amount requested to be levied is .9720 for operating and 2.000 for roads. **Blackledge moved to approve the L-4029 amounts for the December 2020 tax bills. Peterson seconded. Ayes-4, Nays-0, Absent-1. Motion carried.** This will be sent to the County after Hammar signs it.

Public Comment: None

Budget Report: Blackledge included a budget report to date for the General Fund, Transfer Station Fund and Roads. She explained a couple of items, including a problem in the setup for the Transfer Station regarding payroll taxes vs. expenses.

Review Township Expenditures: Since the Board approved the agreement with the web company, Check # 5263 for \$1490 was added to the approval list. **Laughlin moved to approve the General Fund checks 5214 through 5263, and the Transfer Station checks 2072 through 2079 as shown on the reports. Second by Peterson. Ayes-4, Nays-0, Absent-1. Motion carried.**

Adjournment: Motion by Laughlin, seconded by Prielipp, to adjourn the meeting at 7:55 pm. Ayes-4, Nays-0, Absent-1. Motion carried.

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk