

**ELMIRA TOWNSHIP
OTSEGO COUNTY
JANUARY 14, 2016**

A regular meeting of the Elmira Township board was held on January 14, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel, Trustees, Leonard Skop and Dale Holzschu.

Others in attendance were Brian and Sally Skop of Warner Township.

Leonard made a **motion** to accept the minutes as presented. Seconded by Diane P and carried unanimously.

Sally Skop, Warner Township Clerk asked the board for assistance in regard to the cutting of tree on Warner Township Cemetery property by Walter Zaremba. Supervisor, Martin Franckowiak gave Walter permission, without board approval to cut the trees for his irrigation. Elmira Township is on the deed.

She stated that township attorney, Bryan Graham will be available to meet with both boards on February 11, 2016 at the Elmira Township hall.

ASSESSOR'S REPORT:

Diane F stated that she has not heard from Debbie.

She knows that the personal property statements were sent out and pictures were taken at the Wolverine property.

READING OF THE BILLS:

11190 Susan Schaedig, clerk's salary	1,059.91
11191 Susan Schaedig, reimb phone & internet	30.00
11192 Dale Holzschu, trustee salary	128.83
11193 Sylvester Tomaszewski, BOR	50.00
11194 Cynthia Prusakiewicz, BOR	50.00
11195 Sandra Purgiel, deputy treasurer	288.75
11196 Ron Geiger, ordinance officer, liquor inspector	229.20
11197 Roderick Wright, BOR	50.00
11198 Leonard Skop, trustee salary	128.83
11199 Kenneth Tomaski, BOR	50.00
11200 Diane Purgiel, treasurer's salary	1,533.49
11201 Diane Franckowiak, supervisor's salary	828.66

11202 Alpine Web ¼ ly website hosting	105.00
11203 Otsego County Equalization Dept, maint 2015, pers prop statements	2,651.00
11204 American Waste	90.00
11205 Gloria Torello, reimb use of computer & printer cartridge	250.42
11206 D & H Excavating, snowplowing-Dec	67.50
11207 Forman Mechanical	212.50
11208 Diane Purgiel, reimb phone, internet, mileage, paper	193.26
11209 Diane Franckowiak, reimb use of computer, phone & internet	50.00
11210 D & D Assessing	2,085.00
11211 Johnson's Propane	459.52
11212 United States Postal Service, supv postage	49.00
11213 Susan Schaedig, reimb 1099 env	14.49
11214 Centurylink	46.61
11215 Pitney Bowes, rental	134.97
11216 HDNW, hall yearly samples	360.00
11217 Great Lakes Energy	475.05
11218 Susan Schaedig, reimb 2 HP ink cart	67.48
11219 GBS Inc, election supplies	504.09
11220 Dan Smith & Company, W2's, payroll reports	200.00
EFTPS January taxes	<u>739.82</u>
	13,183.38

Diane P made a **motion** to pay the bills. Seconded by Dale and carried unanimously.

TREASURER'S REPORT:

Diane P reported that everything is going along smoothly.

M Bank CD 102,233.94 M Bank Svgs 82,229.82 Chemical Bank CD 110,696.87
 First Federal ICS 21,221.59 Comm Fin CD 211,551.47 First Fed Ckg 116,215.93
TOTAL 644,149.62

First Merit Tax Dep 66,890.24 Ckg 6,025.18 **TOTAL 72,915.42**

OLD BUSINESS:

Leonard made a **motion** to enter into agreement with the Otsego County Road Commission to upgrade the Village of Elmira roads. Estimated cost will be 120,000.00. Township contribution will be 90,000.00. OCRC contribution 10,000.00. Millage contribution is 20,000.00. Seconded by Dale and carried unanimously.

There being no further business to come before the board, Sue made a **motion** to adjourn. Seconded by Leonard and carried unanimously. Meeting adjourned at 6:50 p.m..

Susan Schaedig, Clerk

**ELMIRA-WARNER JOINT MEETING
FEBRUARY 11, 2016**

Diane Franckowiak, Supervisor of Elmira Township Board called to order a joint township meeting between Elmira Township and Warner Township at 7:00 p.m. The purpose of the meeting was to discuss Maple Hill Cemetery in Warner Township.

Diane Franckowiak, Sue Schaedig, Diane Purgiel, Leonard Skop and Dale Holzschu were present from the Elmira Township Board.

Martin Franckowiak, Linda Franckowiak, Sally Skop, Rob Herman and Lori Herman were present from the Warner Township Board.

Others present were Jim, Frank and John Zaremba, Brian Skop, attorney, Bryan Graham and wife.

Bryan Graham stated that it has been determined that Warner and Elmira Townships own the property on the north side of M 32 where trees have been cut by the Zarembas to allow their irrigation arm to travel.

Apparently approval was given verbally by Martin Franckowiak to the Zarembas to cut the trees. Joint board approval was needed to allow the cutting of the trees.

Bryan stated that it is not a true trespass since Martin gave verbal permission, he believes the courts would only award actual cost of damages. A forester's opinion would be needed to determine the amount of damage.

There are two options that the boards have. One is to negotiate for the damages or take it to court.

The boards discussed the issue and decided the property should be sold and Zarembas agreed. They offered \$500.00 per acre.

Sally stated the Fair Market value is \$6,375.00.

Bryan will contact the assessor and an appraiser.

Diane Purgiel of Elmira Township made a **motion** to allow Bryan Graham to hire an appraiser for the Maple Hill Cemetery property on the north side of M32. Seconded by Leonard and carried unanimously.

Lori Herman of Warner Township made a **motion** to allow Bryan Graham to hire an appraiser for the Maple Hill Cemetery property on the north side of M32. Seconded by Linda Franckowiak and carried unanimously.

PUBLIC COMMENT:

None

There being no further business to come before the boards Leonard made a **motion** to adjourn. Seconded by Diane P. and carried unanimously. Meeting adjourned at 7:32 p.m..

Susan Schaedig
Elmira Township Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
FEBRUARY 11, 2016**

A regular meeting of the Elmira Township Board was held on February 11, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Leonard Skop.

Others in attendance were Jim, Frank and John Zaremba, Brian and Sally Skop, Attorney, Bryan Graham and spouse, Rob and Lori Herman, Martin and Linda Franckowiak, and Bruce Brown.

Leonard made a **motion** to accept the minutes as corrected. Seconded by Dale and carried unanimously.

PUBLIC COMMENT:

Bruce Brown, Otsego County Commissioner gave an update.

ASSESSOR'S REPORT:

Debbie did not submit a report.

ORDINANCE OFFICER REPORT:

Ron was not in attendance.

PLANNING COMMISSION:

Leonard reported that Wolverine Power attended their meeting to discuss the trees and landscaping at the Wolverine site on M 32. They will come back every two years.

There will be no February meeting of the ETPC.

READING OF THE BILLS:

11221 Michigan Ass'n of Planning, registration	89.00
11222 Susan Schaedig, reimb mileage, phone & internet, election postage	76.63
11223 Diane Franckowiak, reimb phone & internet, use of computer	50.00
11224 D & H Excavating, snowplowing and removal tree-Park	488.75
11225 D & D Assessing	2,085.00
11226 Johnson Oil	292.56
11227 Otsego County Township Officers Association, dues, flags	275.00
11228 GBS Inc., Oath of Office book	52.53
11229 American Waste	90.00

	513.00
11230 BS & A Software	128.83
11231 Dale Holzschu, trustee salary	110.00
11232 Sylvester Tomaszewski, PC wages Jan	1,059.91
11233 Susan Schaedig, Clerk's salary	229.20
11234 Ron Geiger, liquor inspector and ordinance officer salary	110.00
11235 Paul Hartmann, PC wages Jan	238.83
11236 Leonard Skop, trustee and PC wages	130.00
11237 Gloria Torello, PC wages	110.00
11238 Duane Hoffman, PC wages	878.66
11239 Diane Franckowiak, Supv salary, 3 hall rentals	126.40
11240 United States Postal Service, postage elections & clerk	127.50
11241 Sandra Purgiel, deputy treasurer	131.25
11242 Doreen Ostrander, hall cleaning	1,221.09
11243 Diane Purgiel, treasurer's salary	188.08
11244 Diane Purgiel, reimb office supplies, mileage, phone & internet	5,802.42
11245 Warner Township, reimb ½ Maple Hill Cemetery Expense	75.00
11246 Otsego County Road Commission, copier	46.61
11247 CenturyLink	469.49
11248 Great Lakes Energy	763.60
EFTPS February taxes	<u>735.00</u>
11249 United States Postal Services, postage-assessor	17,006.74

Leonard made a **motion** to pay the bills. Seconded by Diane P and carried unanimously.

Leonard made a **motion** to pay Warner Township the Maple Cemetery bill of \$5,802.42. Seconded by Dale and carried unanimously.

TREASURER'S REPORT:

Diane P has closed the CD at MBank and put it into the savings for the upcoming road projects.

Payne & Dolan has been awarded the bid for Mt Jack Rd at 633,000 and the starting date is in May, 2016. A possible savings of \$40,000.

Diane P is asking for an increase in pay for her deputy from \$15.00/hr to \$17.00 or 18.00 per hour. She is producing more but working fewer hours.

Leonard made a **motion** to pay the registration, per diem, mileage and motel to allow Diane P to attend the MMTA Advanced Institute classes in Mt Pleasant on May 16-18, 2016. Seconded by Sue and carried unanimously.

Diane P stated that the OCRC has a 2011 Ricoh copier which is a duplex and will also print 11x17 papers for sale. It is valued at 500.00.

Dale made a **motion** to offer \$75.00 for the 2011 Ricoh copier from the OCRC. Seconded by Leonard and carried unanimously.

MBank CD closed MBank savings 186,024.16 Chemical Bank CD 110,696.87
 First Federal ICS 21,226.09 Gen Fund 1st Fed Ckg 125,679.66
 Community Financial CD 211,551.47 **TOTAL 638,906.51**

OLD BUSINESS:

Diane P made a **motion** to enter into agreement between the Straits Area Narcotics Enforcement (SANE) for the term beginning April 1, 2016 through March 31, 2017. The Township agrees to pay SANE a fee of \$1,000.00 payable by May 1, 2016. Seconded by Leonard and carried unanimously.

NEW BUSINESS:

Sue made a **motion** to appoint Doreen Ostrander, Sandra Purgiel, Heidi Mead, Jessica Henke, Peggy Hall (alternate) and Janelle Crawford as election inspectors for the Presidential Primary on March 8, 2016. Seconded by Diane P and carried unanimously.

Diane F stated that she received another FOIA request from the same business in Florida. She responded that we only have one employee and we don't qualify.

Diane P made a **motion** in the form of a resolution to adopt the Criteria for Poverty Exemptions. Seconded by Sue and carried unanimously.

AYES: Diane Franckowiak, Susan Schaedig, Diane Purgiel, Dale Holzschu, Leonard Skop

NAYES: None

ABSENT: None

Diane P made a **motion** in the form of a resolution to adopt the Poverty Exemption Income Guidelines and Asset Test. Seconded by Sue and carried unanimously.

AYES: Diane Franckowiak, Susan Schaedig, Diane Purgiel, Dale Holzschu, Leonard Skop

NAYES: None

ABSENT: None

The board reviewed a budget for the upcoming 2016-2017 year.

Sue made a **motion** to amend the General Fund Elections budget \$1,332.13 to come from Fund Balance. Seconded by Diane P and carried unanimously.

There being no further business to come before the board, Leonard made a **motion** to adjourn. Seconded by Diane P and carried. Meeting adjourned at 6:55 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
MARCH 10, 2016**

A regular meeting of the Elmira Township Board was held on March 10, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Leonard Skop.

Others in attendance were resident, Dave Johannigsmeier and Wolverine representative, Ken Bradstreet.

Leonard made a **motion** to accept the minutes as corrected. Seconded by Dale and carried unanimously.

PUBLIC COMMENT:

Ken Bradstreet gave an update on the Wolverine project. He stated that there are about 225 persons working twenty four hours, seven days a week. The project is on time.

ORDINANCE OFFICER REPORT:

Ron is sick and will not attend the April meeting also. He reported that Trunk Lane is all cleaned up.

READING OF THE BILLS:

11250 Susan Schaedig, clerk's salary	1,059.99
11251 Sandra Purgiel, deputy treasurer wages	408.75
11252 Sylvester Tomaszewski, BOR class	110.00
11253 Ron Geiger, ordinance officer, liquor control salaries	229.20
11254 Roderick Wright, BOR class	110.00
11255 Leonard Skop, trustee salary	128.87
11256 Kenneth Tomaski, BOR class	110.00
11257 Diane Purgiel, treasurer's salary	1,533.61
11258 Diane Franckowiak, supervisor's salary, BOR class	923.73
11259 Dale Holzschu, trustee salary	128.87
11260 Cynthia Prusakiewicz, BOR class	110.00
11261 D & D Assessing	2,085.00
11262 Michigan Municipal Treasurer's Ass'n, registration treasurer	325.00
11263 I.T. Right, anti virus	30.00
11264 Diane Purgiel, reimb mileage, phone & internet	188.97
11265 D & H Excavating, snowplowing, February	213.75
11266 American Waste	90.00

11267	Sandra Purgiel, March 8, 2016 election inspector, set up	204.00
11268	Heidi Mead, March 8, 2016 election chair, EPB setup	277.50
11269	Susan Schaedig, reimb mileage & meals-election, phone-internet	139.40
11270	Janelle Crawford, election inspector 3-8-2016 election	180.00
11271	Jessica Henke, election inspector 3-8-2016 election	180.00
11272	Johnson Oil	184.57
11273	CenturyLink	46.69
11274	Diane Franckowiak, reimb, phone & internet, use of computer	50.00
11275	Great Lakes Energy, application for security light E Martin Lk Rd	75.00
11276	Sam's Club, 2 Quickbooks Pro	298.00
11277	Great Lakes Energy	483.39
11278	Government Forms and Supplies, election supplies	40.00
EFTPS	March Taxes	877.22
E-PAY	Michigan Dept of Treasury, Jan, Feb, March 2016 payroll taxes	566.84
		11,388.35

Leonard made a **motion** to pay the bills. Seconded by Dale and carried unanimously.

TREASURER'S REPORT:

Diane P reported that she plans on switching banks from Merit to Chemical. There will be no fees on the checking and tax payments may be made at the bank.

She is balanced with the County.

MBank Svgs 186,050.31 Chemical Bank CD 110,696.87 First Federal ICS 21,226.09
Comm Financial CD 211,551.47 Gen Fund 1st Fed Ckg 133,915.34 **TOTAL 663,440.08**

First Merit tax Deposits 2,426.39 Ckg 6,036.89 **TOTAL 8,463.28**

The board recessed at 6:30p.m. for the budget hearing and reconvened at 7:15 p.m..

Diane P made a **motion** in the form of a salary resolution to adopt a \$2,400 salary for the trustees. Seconded by Diane F and carried.

AYES: Diane F, Sue, Diane P, Leonard, Dale NAYES: None ABSENT: None

Leonard made a **motion** to increase the Deputy Treasurer's wage from \$15.00 to \$18.00. Seconded by Sue and carried. Diane P abstained from the vote.

Leonard made a **motion** to adopt the budget for 2016-2017.

OLD BUSINESS:

Diane P made a **motion** to install a street light at E. Martin Lake Rd. and M-32 with funds from the Metro Fund. Seconded by Leonard and carried unanimously.

The board discussed the Otsego County Economic Alliance Agreement request for a contribution of \$750.00. Leonard made a **motion** not to sign the agreement. Seconded by Dale and carried unanimously.

NEW BUSINESS:

Dale made a **motion** in the form of a resolution to collect the Gaylord Community Schools summer property taxes at \$2.50 per parcel in 2016. Seconded by Leonard and carried unanimously.

The board discussed Diane P's request for the renewal of her Notary Public. It had been previously paid by the County since she was an employee.

Diane F made a **motion** to pay the \$10.00 renewal and \$55.00 bond for the four year renewal of Diane P's Notary Public. Seconded by Sue and carried unanimously.

Sue made a **motion** to amend the General Fund Elections 90.90 to come from the Fund Balance. Seconded by Diane P and carried unanimously.

Sue made a **motion** to amend the General Fund Cemetery \$5,146.40 to come from the Fund Balance. Seconded by Diane P and carried unanimously.

Diane P stated that Tom Deans of the Otsego County Road Commission has been looking at the condition of Hallenius Road and that the township may want to put that road at the top of its list. The OCRC is considering Old Colony and possibly upgrading it with their funds.

There being no further business to come before the board, Diane P made a **motion** to adjourn. Seconded by Dale and carried unanimously. Meeting adjourned at 8:00 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
April 14, 2016**

A regular meeting of the Elmira Township board was held on April 14, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Leonard Skop and Dale Holzschu.

Others attending were County Commissioner, Bruce Brown and Syl Tomaszewski.

Dale made a **motion** to accept the minutes as presented. Seconded by Leonard and carried unanimously.

PUBLIC COMMENT:

Bruce Brown gave an update on the county. He also stated that Prosecutor, Mike Rolla has seen a large increase in crime in Otsego County.

ASSESSOR'S REPORT:

Diane F. reported that the Board of Revue went well. A mistake made by prior assessor, Jill Kassuba was corrected.

Diane F stated that Debbie left on March 31, 2016 and has not heard from her. Diane F will check Equalization while Debbie is gone.

PLANNING COMMISSION REPORT:

Leonard reported that Otsego County will include Elmira Township in the County's recreation plan. One public meeting will be held in Elmira Township for final approval. NEMCOG will develop the county and ET's recreation plan. Elmira Township will need to contribute \$450.00 towards the plan's expenses. County contact is John Burt.

Sue made a **motion** to have Elmira Township included in the Otsego County's Recreation Plan and contribute \$450.00 towards expenses. Seconded by Dale and carried unanimously.

Diane F made a **motion** to reappoint Sylvester Tomaszewski to the Elmira Township Planning Commission. Seconded by Diane P and carried unanimously. The new term starts June 1, 2016.

Sue distributed Proposed Language for Personal Wireless Services to all township board members and will see that the ETPC members get a copy.

READING OF THE BILLS:

11279 Susan Schaedig, Clerk salary	1,119.91
11280 Sylvester Tomaszewski, PC mtg	110.00
11281 Sylvester Tomaszewski, BOR-March	270.00
11282 Ron Geiger, liquor inspector, ordinance officer	229.20
11283 Roderick Wright, BOR -March	270.00
11284 Leonard Skop, trustee, salary PC mtg	310.00
11285 Kenneth Tomaski, BOR-March	270.00
11286 Gloria Torello, PC mtg	110.00
11287 Duane Hoffman, PC mtg	110.00
11288 Diane Purgiel, treasurer salary	1,533.49
11289 Dale Holzschu, trustee salary	200.00
11290 Diane Franckowiak, supervisor salary	803.66
11291 Cynthia Prusakiewicz, BOR-March	270.00
11292 GAIA Technologies, LLC, monitor	199.00
11293 WalMart, BOR meals	61.30
11294 D & D Assessing	2,085.00
11295 Diane Purgiel, reimb phone, internet, mileage	97.17
11296 Diane Franckowiak, reimb use of computer, phone & internet	50.00
11297 Susan Schaedig, reimb phone, internet, mileage	47.28
11298 D & H Excavating, snowplowing	135.00
11299 American Waste	90.00
11300 Bridgeway, yearly contract-generator	232.77
11301 Alpine Web, quarterly web site hosting	105.00
11302 Otsego County Land Use Services, county zoning contribution	6,180.00
11303 Byte Jumper	60.00
11304 Centurylink	46.57
11305 Election Systems & Software, maintenance on voting machines	93.10
E-Pay Great Lakes Energy	472.06
EFTPS April taxes	761.34
11306 Michigan Townships Association, registration, policy book	<u>132.50</u>
	16,474.35

Leonard made a **motion** to pay the bills. Seconded by Diane P and carried unanimously.

TREASURER'S REPORT:

MBank CD .00 MBank savings 186,081.91 Chemical Bank CD 110,696.87
 First Federal ICS 21,234.80 Gen Fund First Federal Ckg 136,315.91
 Comm Fin CD 212,613.46 **TOTAL 666,942,95**

First Merit Tax Deposit 2,468.51 Tax Ckg 6,036.89 TOTAL 8,505.40

OLD BUSINESS:

Diane F stated that it has been determined that Elmira Township has no vested interest in the Warner, Maple Hill Cemetery property located across from the main cemetery on M32 West.

The board discussed the deed of the Warner-Maple Hill Cemetery of which Elmira Township is on. It was decided to draft a letter to inform Warner Township that Elmira Township wishes to dissolve the partnership. The letter will give them a date to respond by and after that date Elmira will proceed to start the paperwork to deed Maple Hill Cemetery solely to Warner Township.

Diane P stated that the bids came in even less for the Elmira Street project at \$70,500. Payne & Dolan will be the contractor for the streets and Mt Jack Rd.

Diane P will also speak with the Road Commission in regard to the graveling of roads in the township.

NEW BUSINESS:

Sue made a **motion** to appoint Sandy Purgiel, Heidi Mead and Jessica Henke as election inspectors for the Special Election on May 3, 2016. Seconded by Diane Franckowiak and carried unanimously.

Leonard made a **motion** to accept Complete Lawn Care's bid for spring cleanup and lawn mowing for 2016. Seconded by Diane P and carried unanimously.

The board discussed the assessor's contract which will be up in August. Diane F will let Debbie know two months in advance that Elmira does not plan on renewing her contract but she can apply if she wants to.

Diane F acquired a list of assessors from the State of Michigan and mentioned two persons that we may want to look at.

The township will also place an ad in the newspaper.

Diane F stated that she explained to Mary Sanders that the Otsego County Economic Alliance has not communicated with Elmira and the board feels at this time that the township does not benefit from the \$750.00 contribution.

Diane P made a **motion** to pay for the registration, mileage, motel and wages for the treasurer to attend the Annual Conference of APTUS&C & MMTA in Grand Rapids on August 14, 2016 at the Amway Grand. Seconded by Leonard and carried unanimously.

Diane F made a **motion** to allow any board member to attend the workshops on May 19, 2016 at Treetops and to pay for the registration and wages. Seconded by Diane P and carried unanimously.

Sue made a **motion** that the hall will not be rented out any more to the general public. The contracts will be honored through June. Funerals and meetings will be allowed. Seconded by Diane P and carried unanimously.

Diane P made a **motion** to amend the Policies and Procedures to allow the supervisor, clerk and treasurer to spend up to \$250.00 on necessary purchases for the township hall and their respective offices. Seconded by Diane F and carried.
AYES: Diane Franckowiak, Susan Schaedig, Diane Purgiel, Leonard Skop, Dale Holzschu
NAYES: None
ABSENT: None

There being no further business to come before the board Leonard made a **motion** to adjourn. Seconded by Dale and carried unanimously. Meeting adjourned at 7:22 p.m..

Susan Schaedig, Clerk

ELMIRA TOWNSHIP
COUNTY OF OTSEGO
MAY 12, 2016

A regular meeting of the Elmira Township board was held on May 12, 2016 at the Elmira Township hall commencing at 6:05 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Dale Holzschu and Leonard Skop.

Ordinance Officer, Ron Geiger was also in attendance.

Leonard made a **motion** to accept the minutes as corrected. Seconded by Dale and carried unanimously.

ORDINANCE OFFICER REPORT:

Ron stated that all the vehicles have been removed off the Schaefer property on Trunk Lane. A little debris remains alongside the house but it may be tore down.

Ron is working with the owner on the corner of Sanborn and Lincoln. He said he will give him a month before he issues him a citation to allow him to clean up the furniture and other debris. The property owner is still responsible even though the builder took off.

PLANNING COMMISSION REPORT:

Leonard reported that Paul is going to see what Otsego County Zoning can do about the boats on M32.

Leonard will contact Vern in regard to the Zaremba property.

The wireless issue has been sent to all townships for comment and recommendation to the Otsego County Planning Commission.

The Township board also discussed the sidewalk issue in Elmira.

READING OF THE BILLS:

11307 Great Lakes Energy, installation & permit fee for E Martin Lk light	2,240.73
11308 Sylvester Tomaszewski, PC mtg	110.00
11309 Susan Schaedig, Clerk salary, MTA Ass'n mtg, election accuracy test	1,119.91
11310 Ron Geiger, ordinance officer, liquor inspector	229.20
11311 VOID	
11312 Susan Schaedig, reimb meals-election, mileage, internet & phone	97.25
11313 Dale Holzschu, trustee salary, MTA Ass'n mtg	230.00

11314 Paul Hartmann, PC mtg, 2 Park & Rec mtg	170.00
11315 Diane Franckowiak, Supv salary, MTA Ass'n mtg, 2 hall rentals	883.66
11316 Leonard Skop, trustee salary, PC mtg	310.00
11317 Heidi Mead, School Election	232.50
11318 Diane Purgiel, Treasurer's salary, MTA Ass'n mtg	1,563.49
11319 Gloria Torello, PC mtg, 2 Parks & Rec mtgs	190.00
11320 Duane Hoffman, PC mtg	110.00
11321 D & H Excavating, snowplowing for April	90.00
11322 Dunn's Business Solutions	69.71
11323 American Waste	90.00
11324 D & D Assessing	2,085.00
11325 Jessica Henke, May School Election	174.00
11326 Diane Purgiel, reimb phone & internet, mileage	124.20
11327 Diane Franckowiak, reimb use of computer, internet & phone	50.00
11328 Sandra Purgiel, May School Election	186.00
11329 Doreen Ostrander, hall cleaning	350.00
11330 Johnson's Propane	272.82
11331 Spartan Sewer & Septic, porta potty-park	90.00
11332 Chemical Bank, to open tax account	10,000.00
11333 Century Link	46.63
11334 Great Lakes Energy	470.53
11335 Theresa Hoggard, PC recreation committee	30.00
EPAY May 2016 taxes	<u>775.60</u>
	22,391.23

Leonard made a **motion** to pay the bills. Seconded by Diane P and carried unanimously.

TREASURER'S REPORT:

MBANK SVGS 186,113.52 CHEM BANK CD 110,696.87 FIRST FED ICS 21,239.16
 COMM FIN CD 212,613.46 GEN FUND 1ST FED CKG 145,193.75 **TOTAL 675,856.76**

FIRST MERIT TAX DEP 1,903.50 CKG 6,000.00 **TOTAL 7,903.50**

OLD BUSINESS:

Diane F made a **motion** to send a letter to Warner Township stating that Elmira Township would like to dissolve the partnership of paying half of expenses for Maple Hill Cemetery and deed the cemetery back to Warner. Seconded by Leonard and carried unanimously. Elmira would give them 30 to 60 days to respond.

Sue stated that Great Lakes Energy is waiting for approval from the State in regard to a permit for the installation of the street light at Martin Lk/Huxtable Roads. GLE said the work could possibly be completed by Memorial Weekend.

The board discussed the upcoming Assessing Contract which ends in August.

Diane F has made Debbie aware of the fact that the board is planning to put an ad in the newspaper seeking an assessor for Elmira Township.

NEW BUSINESS

Diane F invited the township board to tour the Wolverine Project on Tuesday, May 17th at 7:00 p.m. with the Elmira –Warner Fire Dept at 7:00 p.m..

Diane P made a **motion** to accept the Land Use Contract for 2017(7,178) and 2018(7,360) for Land Use Planning, Zoning, Zoning Administration and Building Code Compliance. Seconded by Dale and carried unanimously.

Diane P presented estimates of several roads in Elmira Township submitted by Tom Deans.

Leonard made a **motion** to pursue the Stonycroft to Hallenius section of .47 mile. Agg cost \$22,460, Chip/Fog \$27,250 for a total of 49,710. Seconded by Sue and carried unanimously.

The board may possibly have a savings of \$53,800 on Mt Jack and the roads in the Village of Elmira.

Board members are invited to the MDOT in Gaylord on Weds, May 25th at 2:00 to 4:00 p.m. in regard to upcoming projects for the State roads.

Diane P made a **motion** to pay registration fees, wages and mileage for any board member to attend the Cemeteries: Challenges & Solutions seminar at the Garland Resort in Lewiston on July 20, 2016. Seconded by Dale and carried unanimously.

There being no further business to come before the board, Leonard made a **motion** to adjourn. Seconded by Dale and carried unanimously. The meeting was adjourned at 7:50 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
JUNE 9, 2016**

A regular meeting of the Elmira Township Board was held on June, 9, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Leonard Skop and Dale Holzschu.

Others in attendance were Ordinance Officer, Ron Geiger, Ken Bradstreet of Wolverine Power, Kevin Hesselink and Deputy Kettlewell.

Leonard made a **motion** to approve the minutes as submitted. Seconded by Dale and carried unanimously.

PUBLIC COMMENT:

Kevin Hesselink, candidate for 46th Circuit Judge presented his qualifications to the board.

Ken Bradstreet updated the board on the progress of the Wolverine Project. He expects the plant to be fully operational by July 1, 2016.

Deputy Kettlewell of the Otsego County Sheriff's Department stopped in to see if the board had any concerns.

He stated that it has been quiet in Elmira Township.

Diane F stated that we used to receive yearly reports on the activity in the township.

ORDINANCE OFFICER REPORT:

Ron stated that he wrote a citation for Mr. Perkins on Sanborn to clean up his garbage.

ELMIRA-WARNER FIRE AUTHORITY:

Diane F reported that Antrim County wants to collect the taxes for the fire department.

Each township is responsible for levying and collecting their own taxes.

READING OF THE BILLS:

11336 Susan Schaedig, Clerk Salary, class	1,179.92
11337 Ron Geiger, liquor inspector, ordinance officer salary	229.20
11338 Leonard Skop, trustee salary, PC mtg	310.00

11339 Gloria Torello, May PC mtg & Rec Committee	160.00
11340 Duane Hoffman, May PC and County PC mtgs	140.00
11341 Diane Purgiel, Treasurer's Salary	1,533.49
11342 Diane Franckowiak, Supervisor's salary	803.66
11343 Dale Holzschu, Trustee salary	200.00
11344 VOID	
11345 Pitney Bowes	81.18
11346 Spartan Sewer & Septic	90.00
11347 Dunn's Business Solutions, copies of MUZ	10.08
11348 American Waste	90.00
11349 D & D Assessing	2,085.00
11350 Gleaners Life Insurance Society, retirement	4,576.62
11351 Voya Financial, retirement	1,551.48
11352 Municipal Retirement Systems, Inc., retirement fee	220.00
11353 Michigan Townships Association, dues and legal defense	1,312.21
11354 Susan Schaedig, reimb phone & internet	30.00
11355 Diane Purgiel, reimb mileage, motel, meals, phone & internet	510.43
11356 Diane Franckowiak, reimb phone, internet, use of computer	100.00
11357 Chemical Bank, new checks & dep tickets	441.84
11358 VOID	
11359 Mark Rygwelski, cleanups and mowings	1,855.00
11360 Diane Purgiel, salary MMTI	420.00
11361 State of Michigan, boiler	100.00
11362 T.C. Record Eagle, assessor notice	100.40
11363 Centurylink	46.57
11364 Advanced Appliance Repair, fridge fan	65.00
11365 Great Lakes Energy	471.44
11366 Susan Schaedig, reimb postage-elections	31.28
EPay June, 2016 taxes	600.64
EPay State withholding, April, May, June	624.83
11367 Elmira Township	<u>903.21</u>
	20,873.48

Leonard made a **motion** to pay the bills. Seconded by Dale and carried unanimously.

TREASURER'S REPORT:

Diane P stated that she opened a tax account at Chemical Bank. Taxpayers will be able to make their payments there.

M Bank Svgs 186,113.52 Chemical CD 110,696.87 First Federal ICS 21,239.16
Comm Financial CD 212,613.46 Gen Fund 1st Fed checking 142,281.86 **TOTAL 672,944.87**

Chemical Bank Tax Acct 10,000.25 First Merit Tax Deposit 1,903.73
First Merit Tax Ckg 6,000.00 **TOTAL 17,903.98**

PLANNING COMMISSION:

Leonard made a **motion** that Elmira Township supports the draft MUZ document identified as "Article XX Multiple Use Zoning(MUZ) District" for incorporation into the Otsego County Zoning Ordinance as presented in the 5/16/16 version of the document. Seconded by Sue and carried unanimously.

Leonard made a **motion** to recommend to the Otsego County Planning Commission approval of Proposed Language for Personal Wireless Services from Section 2.2 Definitions to thru Article 113.2.18. Seconded by Diane P and carried unanimously.

Leonard reported that Duane and Paul spoke to Vern in regard to the Zaremba property and the boats on the Kevin Barris property.

Leonard also stated that a visioning meeting for the new county parks plan will be held in Elmira Township at the ETPC meeting in August, 2016.

OLD BUSINESS:

The board has decided to table any further action until the fall in regard to paying half the bills of Maple Hill Cemetery and deeding back Elmira's share of the cemetery to Warner Township.

Sue reported that the street light at Huxtable and E Martin Lk has not yet been installed. Great Lakes Energy has stated that a permit from the State has been the holdup.

The paving of Mt Jack and the village roads project will be completed the week of June 13th 2016.

Diane P reported that the Stoneycroft project will require more work than anticipated and the Road Commission cannot fit the project into their 2016 schedule. Elmira would have to pay 100% on the project.

Tom Deans suggests a hot patch, wedge and overlay on West Hallenius Rd to Martin Lake Rd. He will look at the numbers after the Mt Jack Project is complete and possibly what is leftover may cover the cost.

NEW BUSINESS:

Diane P reported that there were three parcels being foreclosed upon in Elmira Township. Two Burdo parcels and Lot 83 of the Gaylord Country Club.

Sue made a **motion** that in accordance with Act 123, the township has the "second right of refusal" to acquire tax foreclosed parcels. At this time we are waiving our right to refusal of all parcels in Elmira Township that were foreclosed upon in March of 2016 for tax year 2013. Seconded by Leonard and carried unanimously.

The board discussed the assessing position for Elmira Township which expires on August 31, 2016. Ads will be put in the Gaylord Herald Times, The Petoskey News Review and the Traverse City Record Eagle for two weeks. Diane F will also send letters out to nearby assessors. Diane F will have a list of the job description and all resumes must be received by Friday, July 8, 2016.

There being no further business to come before the board, Leonard made a **motion** to adjourn. Seconded by Diane P and carried unanimously. Meeting adjourned at 7:25 p.m..

Susan Schaedig, Clerk

ELMIRA TOWNSHIP
COUNTY OF OTSEGO
JULY 14, 2016

A regular meeting of the Elmira Township board was held on July 14, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Leonard Skop.

Others attending were Mike Larson, Linda Bade, Mike and Dana Edwards, residents Bob & Susan Kenny, Darl Taylor and ordinance officer, Ron Geiger.

Leonard made a **motion** to accept the minutes as presented. Seconded by Dale and carried unanimously.

PUBLIC COMMENT:

Mike Larson, a candidate for Elmira Township Assessor, introduced himself and gave the board a description of his background and current employment.

Linda Bade, also a candidate for Elmira Township Assessor, introduced herself and gave the board a description of her background.

The board told them that the assessor's position would be discussed later on in the meeting and dates and times for interviews set.

Bob & Susan Kenny complained about the noise from Wolverine Power which ran all night on July 13, 2016.

Diane F stated that the board would follow up on their complaint.

Darl Taylor asked the board about road improvements in particular on Theisen Road.

Diane F explained the ten year plan that the township and the Road Commission have.

ORDINANCE OFFICER:

Ron stated that American Waste donated a \$600.00 container and a work crew from the American Legion came and cleaned up the outside of Mr. Perkins property on Sanborn at a cost of \$20.00. He retracted the ticket and stated that the builder has been contacted by Alpena State Bank.

Ron has no other complaints at this time. The board thanked him for his ingenuity on resolving this problem.

PLANNING COMMISSION:

No June meeting.

FIRE DEPARTMENT:

Diane F stated that the issue with Antrim County Equalization has been resolved.

READING OF THE BILLS:

11368 Susan Schaedig, clerk Salary	1,119.91
11369 Ron Geiger, ordinance officer, liquor inspector salary	229.20
11370 Leonard Skop, trustee salary	200.00
11371 Diane Purgiel, treasurer salary	1,533.49
11372 Diane Franckowiak, supervisor salary, hall rentals	853.66
11373 Dale Holzschu, trustee salary	200.00
11374 Purchase Power	182.80
11375 Diane Franckowiak, reimb use of computer, internet & phone	50.00
11376 Michigan Townships Association, reg Hot Topics in Plng & Zoning	162.00
11377 Barbara Fleming, election class	24.00
11378 Probuild, material bell tower	40.86
11379 Spartan Sewer & Septic	90.00
11380 Kirkpatrick, Dubois & Slough PLC	80.00
11381 American Waste	90.00
11382 Dunn's Business Solutions, office supplies	23.65
11383 D & D Assessing	2,085.00
11384 Ron Geiger, reimb mileage	75.60
11385 United States Postal Service, postage	94.00
11386 Susan Schaedig, reimb mileage, internet & phone	62.40
11387 Sandra Purgiel, wages-deputy treasurer	48.75
11388 Sandra Purgiel, mileage	5.40
11389 Diane Purgiel, reimb mileage, phone & taxroll postage	793.62
11390 Northern Michigan Review, Inc. assessor ads	331.34
11391 Otsego County Road Commission, paving Elmira Streets	84,598.09
11392 Mark Rygwelski, mowing, wind storm clean up	540.00
11393 Centurylink	47.93
11394 GBS, Inc., minute book	207.58
11395 Great Lakes Energy	464.35
EFTPS JULY TAXES	<u>598.28</u>
	94,831.91

Leonard made a **motion** to pay the bills. Seconded by Diane P and carried unanimously.

TREASURER'S REPORT:

MBANK SVGS 186,175.73 Chemical Bank CD 110,696.87 First Federal ICS 21,243.67
 Comm Fin CD 212,613.46 Gen Fund First Federal Ckg 145,513.39 **TOTAL 676,243.12**

Chemical Bank Tax Acct **23,062.31** First Merit Tax Dep and Check **0.00**

OLD BUSINESS:

Diane P stated that the cost for the village roads is 84,598.09 and there may not be the savings as first thought that would have gone towards the overlay on west Hallenius Road. The OCRC is still waiting for billing on Mt Jack Rd.

Diane P said that Dover is up for more funding in 2018. She advised to write a letter to the road commission stating that Elmira is interested in any federal money and will match funds.

The overhead street light has been installed at Martin Lake and Huxtable Roads.

The meeting was recessed at 6:45 p.m. in order to appoint the Elmira Election Commission and Election Inspectors for the August 2, 2016 Primary.

At 6:45 p.m. the special meeting was called to order by Diane Franckowiak. Leonard made a **motion** to appoint Diane Franckowiak, Sue Schaedig and Diane Purgiel as Election Commission members for the August, 8, 2016 Primary Election. Seconded by Dale and carried unanimously.

Sue made a **motion** to adjourn. Seconded by Diane P. and carried. Meeting adjourned at 6:49 p.m..

At 6:49 p.m. a special meeting was called to order by Diane F. Sue made a **motion** to appoint the following as election inspectors for the August 2, 2016 Primary Election: Heidi Mead, Doreen Ostrander, Janelle Crawford, Sandra Purgiel (Maufort) and Jessica Henke. Seconded by Diane P and carried unanimously.

Sue made a **motion** to adjourn. Seconded by Diane P and carried unanimously. Meeting adjourned at 6:55 p.m..

The regular meeting was called back to order by Diane F at 6:55 p.m..

NEW BUSINESS:

Diane P made a **motion** to pay registration and wages for any board member to attend the MTA On The Road 2016 Regional meeting on October 17, 2016 at the Otsego Club & Resort in Gaylord. Seconded by Sue and carried unanimously.

Diane F will email the three prospective assessor candidates; Linda Bade, Mike Larson and Anna Wasylewski the dates of July 26 or 27 for their interviews. The board chose the times of 5:00 p.m., 6.00 p.m. and 7:00 p.m..

There being no further business to come before the board Leonard made a **motion** to adjourn. Seconded by Sue and carried unanimously. Meeting adjourned at 7:40 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
AUGUST 11, 2016**

A regular meeting of the Elmira Township board was held on August 11, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Leonard Skop.

Others in attendance were Ordinance Officer, Ron Geiger, CPA, Dan Smith, Judge Candidate, Colin Hunter and Wolverine Power representative, Ken Bradstreet.

Diane P made a **motion** to accept the minutes as presented. Seconded by Dale Holzschu and carried unanimously.

PUBLIC COMMENT:

Township CPA, Dan Smith gave a report on the Audited Financial Statements for the year ended March 31, 2016.

Colin Hunter, a candidate for Judge of the 46th Circuit Court presented a synopsis of his background.

Ken Bradstreet reported that Wolverine Power is in compliance with the special use permit regarding noise but is still evaluating with a noise consultant and addressing sound issues. There are bids out for designs for two cooling turbine casing blowers to address high pitched frequency noise

WM has 180 days from July 1, 2016 to meet the MISO guidelines.

The Township board has been invited to visit the Wolverine Power site on August 29, 2016 and 5:00p.m..

ORDINANCE OFFICER REPORT:

Ron reported that everything has been wrapped up on the Bill Perkins complaint. The American Legion paid the 20.00 bill from the County and Ron wrote a letter thanking Waste Management for their donation of a dumpster.

PLANNING COMMISSION REPORT:

Otsego County will hold public hearings on August 15, 2016 for the proposed Multi Use Zoning and for the wireless towers.

Leonard made a **motion** to recommend to the Otsego County Land Use Services adoption of the Highway Interchange 14.2.13 revised language.

As we currently do not have any areas where this land use is applicable we have no objections as proposed. Limiting to 20,001 gallons in a congested area seems reasonable, not having tanks become billboards also seems prudent, and maintaining 50 foot set off from normal traffic patterns should provide adequate distance to prevent accidental damage to tanks.

Seconded by Sue and carried unanimously.

Diane P made a **motion** to appoint Jessica Henke, Paul Hartmann and Gloria Torello to the ETPC Recreation Committee. Seconded by Leonard and carried unanimously.

The board tabled the adoption of the By-Laws of the Recreation Committee.

FIRE AUTHORITY REPORT:

Diane F reported that the Fire millage has passed.

READING OF THE BILLS:

11396 Sylvester Tomaszewski, Board of Revue, July	50.00
11397 Sylvester Tomaszewski, July PC mtg	110.00
11398 Susan Schaedig, Clerk salary	1,209.91
11399 Sandra Purgiel, deputy treasurer & election inspector	346.50
11400 Ron Geiger, ordinance officer, liquor inspector	229.20
11401 Paul Hartmann, PC mtg and Rec Committee	140.00
11402 Leonard Skop, trustee salary & July PC mtg	430.00
11403 Kenneth Tomaski, Board of Revue, July	50.00
11404 Heidi Mead, election inspector	285.00
11405 Gloria Torello, July PC mtg & Rec Committee	130.00
11406 Duane Hoffman, July PC mtg , Land Use Services mtg	140.00
11407 Doreen Ostrander, 8-2-16 Election inspector, hall cleaning	552.50
11408 Diane Purgiel, treasurer salary	1,683.49
11409 Diane Franckowiak, supervisor salary	953.66
11410 Dale Holzschu, trustee salary	350.00
11411 Dan Smith & Company, audit	3,500.00
11412 I.T. Right, remote backup, treas & assessor	500.00
11413 American Waste	90.00
11414 BS&A Software, annual support	560.00
11415 Otsego County Road Commission, Mt Jack	133,362.00
11416 Spartan & Sewer & Septic	90.00
11417 Janelle Crawford, 8-2-16 election	198.00
11418 Jessica Henke, 8-2-16 election	198.00
11419 Gloria Torello, reimb, office supplies	35.48
11420 D & D Assessing	2,085.00

11421 Diane Purgiel, reimb phone & internet, mileage	158.49
11422 Susan Schaedig, reimb phone & internet, election postage, meals	195.87
11423 Diane Franckowiak, reimb phone & internet, use of computer	50.00
11424 Doreen Ostrander, reimb, garden supplies	38.12
11425 Municipal Underwriters of Mich, Inc., insurance	6,637.00
11426 Accident Fund, workmen's comp	765.00
11427 Purchase Power	153.06
11428 CNA Surety, notary public bond-Diane P	55.00
11429 CenturyLink	47.87
E-PAY August taxes	873.70
11430 Great Lakes Energy	<u>468.36</u>
	155,877.21

Leonard made a **motion** to pay the bills. Seconded by Dale and carried unanimously.

TREASURER'S REPORT:

Diane P stated that tax collections are slow. Since we are using Chemical Bank there has been more tax payments being made at the bank.

Diane P received a letter from Bryan Graham stating that Lots 57 through 59 of Gerald Kyles is being foreclosed on due to delinquent taxes. The township holds a \$5,000 lien on those lots plus lots 116, 117 & 118.

The township has the first right of refusal when the property goes to tax sale.

The issue was tabled.

M Bank Savings .25%	36,206.33	Chemical Bank 1.05%	110,696.87
First Federal ICS	21,252.54	First Federal Ckg	65,740.85
		Comm Fin CD	213,143.54
TOTAL 447,040.13			

Chemical Bank Tax Acct 72,179.49

OLD BUSINESS:

The Township Cleanup Day will be held on September 17, 2016 from 7:00 a.m. till 11:00 a.m.. Postcards are being printed and mailed by Cross Roads Industries, Inc.

The Township Board reviewed the statements of the assessor applicant's referrals.

Leonard made a **motion** to hire Anna Wasylewski as the assessor for one year. Anna's employment will begin on September 1, 2016 thru August 31, 2017 and work performance will be reviewed in a year. Her wages will start at 18,000. Seconded by Diane P and carried unanimously.

Diane F will notify Debbie Dunham that her Assessor's contract will not be renewed.

There being no further business to come before the board Leonard made a **motion** to adjourn. Seconded by Sue and carried unanimously. Meeting adjourned at 7:50 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
SEPTEMBER 8, 2016**

A regular meeting of the Elmira Township board was held on September 8, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Leonard Skop.

Others in attendance were Judy Fonger, Susan Kinney, Mr. Ellis, Ordinance Officer, Ron Geiger, Ken Bradstreet of Wolverine Power and Bill Kerr of Otsego County Equalization.

PUBLIC COMMENT:

Susan Kinney and Judy Fonger asked about plans for the Fire Department with the anticipated tax revenue from Wolverine. They also expressed their concerns about the heavy truck traffic on Camp Ten Road.

The board addressed their issues and Diane P stated that Camp Ten qualifies for Federal funding in 2018 and the township is pursuing the funds.

Mr. Ellis on Hallock Road complained about the noise from his neighbors. The board told him that it is a law enforcement issue and to get in touch with their landlord.

Ken Bradstreet stated that Wolverine Power will hold an open house sometime in October.

Bill Kerr of County Equalization stated that Assessor, Anna Wasylewski's level 1 license will only allow her to assess personal property to \$100 million. Wolverine Power will be about \$100, 600 million alone.

Bill offered three options:

- 1) Allow the State to handle Wolverine
- 2) Obtain her level 3 license or hire outside contractor
- 3) Hire the county

ORDINANCE OFFICER:

Ron stated that there has not been any complaints.

PLANNING COMMISSION:

Diane P made a **motion** to accept the Elmira Township Recreation Committee BY-LAWS. Seconded by Sue and carried unanimously.

FIRE AUTHORITY:

Diane F made a **motion** to reappoint Courtney Clark to the Elmira-Warner Fire Authority Board. Seconded by Sue and carried unanimously.

Diane F reported that the Fire Department received a 130,000.00 FEMA grant for purchasing turnout gear.

The Fire Department will host an open house on Sept. 10, 2016 from 3:00 p.m. to 7:00 p.m. The money raised will fund dress uniforms and kid's parties.

ASSESSOR'S REPORT:

Anna requested a new computer and also the Apex program.

She plans on meeting with Bill in Equalization about obtaining maps.

Anna reported there are two Tribunals scheduled. She will keep checking.

READING OF THE BILLS:

11431 D & D Assessing, final	2,085.00
11432 Sylvester Tomaszewski, PC mtg, class	220.00
11433 Susan Schaedig, Clerk salary	1,059.91
11434 Sandra Maufort, assist treasurer	135.00
11435 Ron Geiger, Ordinance Officer, Liquor Inspector	229.20
11436 Paul Hartmann, PC mtg, rec committee	140.00
11437 Leonard Skop, PC mtg, trustee salary	310.00
11438 Jessica Henke, rec committee	30.00
11439 Duane Hoffman, PC mtg, class, hearing MUZ zoning-county	270.00
11440 Diane Purgiel, treasurer salary	1,533.49
11441 Diane Franckowiak, supervisor salary	803.66
11442 Dale Holzschu, trustee salary	200.00
11443 GBS Inc, August Election	365.00
11444 Ass'n Public Treasurers, membership	145.00
11345 Mid North Printing, letterhead, assessor business cards	134.60
11446 Crossroads Industries Inc., clean-up day post cards	443.84
11447 American Waste	90.00
11448 WalMart	30.34
11449 Spartan Sewer & Septic	90.00
11450 Duane Hoffman, reimb mileage	38.88
11451 Diane Purgiel, reimb mileage, phone, internet, notary fee-county	162.79
11452 Diane Franckowiak, reimb, use of computer, phone-internet	50.00

11453	Susan Schaedig, reimb, postage, phone-internet	31.15
11454	Diane Purgiel, reimb, state notary fee	10.00
11455	MTA, registration workshop	202.00
11456	Diane Purgiel, reimb assessor computer etc	775.95
11457	United States Postal Service, absentee ballot postage	188.80
11458	Centurylink	47.87
11459	Apex Software, Sketch 6 Pro-Assessor	595.00
11460	Accident Fund	639.00
11461	Great Lakes Energy	461.15
11462	Young, Graham & Elsenheimer P.C., Kyles property	186.00
	E-Pay Fed withholding Sept taxes	677.18
	E-File State withholding July, Aug, September	<u>602.64</u>
		13,179.97

Leonard made a **motion** to pay the bills, seconded by Dale and carried unanimously.

TREASURER'S REPORT:

MBank Svgs	36,217.01	Chemical Bank CD	110,696.87	First Fed ICS	21,257.05
Comm Fin CD	213,143.54	Gen Fund 1 st Fed Checking	73,665.80	TOTAL	454,980.27

Chemical Bank Tax Acct **316,745.33**

Diane P reported that more people are paying taxes at Chemical Bank.

She stated that the Road Commission is contracting with C2AE to do a study on Camp Ten Road and advised that the township should send a letter requesting cost of contribution for Camp Ten and express interest in federal funding for 2018 for Theisen, N Townline and Hallock Roads.

OLD BUSINESS:

Diane F met with Debbie Dunham who has returned all equipment on August 31, 2016 and met with Anna Wasylewski on September 1, 2016.

The board decided to leave Lots 57 through 59 of Gerald Kyles go to tax sale since the 5,209.21 lien also covers Lots 116, 117 and 118 which will remain.

NEW BUSINESS:

The board will attend the Annual meeting with OCRC on October 20, 2016 at 11:30 a.m..

Diane F made a **motion** to accept the new Tax Rate Request (L-4029). Taxable Value is 90,474.043. The Township Allocated millage is .8824. Seconded by Diane P and carried unanimously.

There being no further business to come before the board, Leonard made a **motion** to adjourn. Seconded by Diane P and carried unanimously. Meeting adjourned at 7:34p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
OCTOBER 13, 2016**

A regular meeting of the Elmira Township board was held on October 13, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Treasurer, Diane Purgiel and Trustee, Dale Holzschu. Clerk, Susan Schaedig and Trustee, Leonard Skop were excused.

Others in attendance were Tristan Cole, Paul Hartmann, Anna Wasylewski, Maureen Derenzy, Bruce Brown and two Sheriff's deputies.

PUBLIC COMMENT:

Tristan Cole asked on behalf of Robert Hubert, the owner of Railside Inn, that Elmira Township consider opening Elmira Township's roads to ORVs. He also asked the board to consider opening a couple of roads. Diane F. asked Mr. Cole if the open roads would lead to anything and he replied, "No." Diane P. asked if he had read the township survey that was posted on the township's website and he replied, "No, I have not." Brief discussion, no action taken.

Paul Hartmann gave a report from the Otsego County Planning Commission. Fleming Towers will be discussed. The Multi-Use Zoning Ordinance was passed at the county level and elections will take place at the next county planning meeting. Paul updated the board on the MSU Extension/NEMCOG Sign Regulation class that he attended.

Maureen Derenzy updated the board on the library millage and passed out library statistics and needs. Over the first nine months of 2016, Elmira Township residents borrowed 4,784 items which is over \$95,000 of items.

Bruce Brown gave an update from the Otsego County Commissioners meeting.

The deputies from the Sheriff's department asked if the Board has any concerns. None were mentioned. Diane F. asked if there were ORV issues in Elmira. They said that there are some, but not many.

A resident asked about fireworks going off at late hours. They said that it is legal and there is not much that can be done. One of the deputies stated that he would be interested in policing the ordinance.

ORDINANCE OFFICER:

No report.

FIRE AUTHORITY:

Diane F. stated that there will be a public hearing at the Elmira Township Hall for the East Jordan Ironworks building project. She will update the board when the hearing is scheduled.

Dale made a **motion** to accept the minutes with corrections. Seconded by Diane P. and carried unanimously.

ASSESSOR'S REPORT:

There were 35 building permits, drawings have been entered, the parcels have been cleaned up in the database and most of the field work is done.

Anna went over Wolverine Power with Equalization. She is planning on getting her certification for the next level of assessing; however, if needed, Mary Sanders has offered to sign the role.

PLANNING COMMISSION:

Diane P made a **motion** to accept the amended Elmira Township Recreation Committee By-Laws. Seconded by Diane F. and carried unanimously.

READING OF THE BILLS:

11463 Jessica Henke, Elmira Rec Committee	30.00
11464 Susan Schaedig, Clerk salary, cleanup	1,289.91
11465 Sandra Maufort, deputy treas wages	468.00
11466 Ron Geiger, Ordinance Officer, liquor inspector	225.49
11467 Paul Hartmann, PC mtg, rec committee, billboard class	170.00
11468 Leonard Skop, trustee salary, cleanup	320.00
11469 Gloria Torello, PC mtg, rec committee	160.00
11470 Duane Hoffman, PC mtg	110.00
11471 Diane Purgiel, treasurer's salary	1,533.49
11472 Diane Franckowiak, supervisor's salary, cleanup	923.66
11473 Dale Holzschu, trustee salary	200.00
11474 Anna Wasylewski, assessor salary	1,500.00
11475 Mark Rygwelski, mowing	530.00
11476 Sandra Maufort, reimb mileage	22.40
11477 Paul Hartmann, reimb NEMCOG billboard class	55.00
11478 Diane Purgiel, reimb, mileage, phone & internet, stamp	179.76
11479 Diane Franckowiak, reimb phone & computer, use of computer	50.00
11480 Susan Schaedig, reimb phone & internet, mileage, office supplies	55.79
11481 Mid North Printing, window envelopes	79.90
11482 Dunn's Business Solutions, paper, copies	60.59

11483 American Waste	90.00
11484 American Waste, cleanup day	8,165.00
11485 VOID	
11486 United States Postal Service, stamps-assessor	47.00
11487 Michigan Townships Association, class reg Sandy Maufort	101.00
11488 Otsego County Treasurer, chargebacks	105.53
11489 Purchase Power	113.69
11490 CenturyLink	47.78
11491 Great Lakes Energy	463.42
11492 Susan Schaedig, reimb paper, ink cartridges	155.17
11493 I.T. Right	33.75
EFTPS October taxes	<u>1,965.34</u>

19,251.67

Diane P. made a **motion** to pay the bills, seconded by Dale and carried unanimously.

TREASURER'S REPORT:

MBank Svgs 36,223.56 Chemical Bank CD 110,696.87 First Fed ICS 21,261.41
Comm Fin CD 213,680.78 Gen Fund 1st Fed Chkg 61,646.18 **TOTAL 443,508.80**

Chemical Bank Tax Acct **17,393.31**

Diane P. made a **motion** to send her deputy to a treasurer's class, "A Guide to Tax Collection," on November 21, 2016 in Grayling. A per diem of \$120.00 and reimbursement of mileage will be included. Seconded by Dale and carried unanimously.

Diane P. gave an update on North Camp Ten Rd. Further discussion will take place at the annual meeting with the road commission.

At 7:00 p.m., a special meeting was held to appoint the Election Commission Members. Diane F. made a **motion** to appoint Diane Franckowiak, Susan Schaedig and Diane Purgiel as the Elmira Township Election Commission members for the November 8, 2016 General Election. Seconded by Dale and carried unanimously.

At 7:02 p.m., Diane F. made a **motion** to adjourn the special meeting. Seconded by Diane P. and carried unanimously.

At 7:02 p.m., a special meeting was held to appoint the Election Inspectors for the November 8, 2016 general election. Diane P. made a **motion** to appoint Heidi Mead, Doreen Ostrander, Jessica Henke, Barb Fleming, Janelle Crawford and Sandy Maufort as election inspectors for the November 8, 2016 General Election. Seconded by Diane F. and carried unanimously.

At 7:03p.m., Diane F. made a **motion** to adjourn the special meeting. Seconded by Diane P. and carried unanimously.

The regular meeting resumed at 7:04 p.m..

OLD BUSINESS:

The board will meet with OCRC Board of Commissioners for the Annual meeting on October 20, 2016 at 11:30 a.m..

The MTA Chapter meeting will be Tuesday, October 18, 2016 at 6:00 p.m. at the Bagley Township hall.

NEW BUSINESS:

No new business.

There being no further business to come before the board, Dale made a **motion** to adjourn. Seconded by Diane F. and carried unanimously. Meeting adjourned at 7:13 p.m..

Diane Purgiel, Treasurer

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
NOVEMBER 10, 2016**

A regular meeting of the Elmira Township board was held on November 10, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustee, Dale Holzschu.

Diane F called for a moment of silence in honor of Trustee, Leonard Skop who passed away.

Others in attendance were Ordinance Officer, Ron Geiger, Jessica Henke, newly elected trustee, assessor, Anna Wasylewski, Ken Bradstreet and wife, John Burt and Sheriff's deputy, Josh Tubbs.

Dale made a **motion** accept the minutes as presented. Seconded by Diane P and carried.

PUBLIC COMMENT:

John Burt gave an update on Otsego County.

Ken Bradstreet discussed Wolverine Power with the board.

ASSESSOR'S REPORT:

Anna stated that there will be a meeting on Thursday, November 17, 2016 with Wolverine Power to go over the preliminary numbers. Anna, Diane F, Mary Sanders and the Otsego County Equalization Department will be attending.

The State Tribunal hearing for the Lake 27 property has been dropped by the owners.

Diane F stated that there will be a December Board of Revue meeting.

ORDINANCE OFFICER:

Ron Geiger reported that he received one complaint in the Village of Elmira.

READING OF THE BILLS:

11494 Susan Schaedig, clerk's salary	1,119.91
11495 Ron Geiger, ordinance officer & liquor inspector salary	225.49
11496 Jessica Henke, recreation committee mtg	30.00
11497 Gloria Torello, recreation committee mtg	30.00

11498	Doreen Ostrander, hall cleaning, assist clerk with absentee ballots	460.00
11499	Diane Purgiel, treasurer salary	1,593.49
11500	Diane Franckowiak, supervisor salary	863.66
11501	Dale Holzschu, trustee salary	230.00
11502	Anna Wasylewski, assessor	1,500.00
11503	Dan Smith & Company, F-65	475.00
11504	Michigan Dept of Environmental Quality, water permit	135.87
11505	American Waste	90.00
11506	Mid North Printing, envelopes	79.90
11507	United States Postal Service, POB 117	44.00
11508	Otsego County Historical Society	100.00
11509	Byte Jumper, clean up computer	162.50
11510	Diane Purgiel, reimb mileage, computer & phone	98.70
11511	Diane Franckowiak, reimb use of computer, phone, internet, sink repair	61.38
11512	Doreen Ostrander, reimb cleaning supplies, mileage	108.80
11513	Sandra Maufort, election wages	198.00
11514	Heidi Mead, election wages	277.50
11515	Doreen Ostrander, election wages & set up	300.00
11516	Susan Schaedig, reimb mileage, phone & internet, meals	205.63
11517	Barbara Fleming, election wages	192.00
11518	Janelle Crawford, election wages	198.00
11519	Purchase Power	149.97
11520	Dunn's Business Solutions, cleaning supplies	80.59
11521	Johnson Oil, propane heating fuel	210.51
11522	Diane Franckowiak, class	120.00
11523	Susan Schaedig, class	120.00
11524	Gloria Torello, PC mtg	30.00
11529	Sylvester Tomaszewski, PC mtg	30.00
11525	Municipal Retirement Systems, Inc., admin costs-Leonard	25.00
11526	S.A.N.E.,	1,000.00
11527	Centurylink	47.78
11528	Great Lakes Energy	453.38
11530	United States Postal Service, tax bill postage	647.19
11531	GAIA Technologies LLC	112.91
	E-PAY November taxes	<u>2,006.32</u>
		13,813.48

Diane P made a **motion** to pay the bills. Seconded by Dale Holzschu and carried unanimously.

TREASURER'S REPORT:

Diane P reported that all is going well and she is hoping to get the roll from Equalization before Thanksgiving.

MBank Svgs 36,229.51 Chemical Bank CD 110,265.92 First Federal ICS 21,265.92
Comm Fin CD 213,680.78 Gen Fund 1st Fed Ckg 77,675.91 **TOTAL 459,548.99**

Chemical Bank Tax Acct 14,152.04

OLD BUSINESS:

Diane P stated that the 3.7 miles of Camp Ten Road would cost 1.84 million and Elmira Township's share would be 3/4 million. It would not be worth doing with federal money.

NEW BUSINESS:

Diane P made a **motion** to donate \$100.00 to the Otsego County Historical Society. Seconded by Sue and carried unanimously.

Diane F stated that Elmira Township has options in regard to Medical Marijuana. We could adopt an ordinance or do nothing.

The issue was discussed and the board decided unanimously to take no action.

FIRE AUTHORITY:

Diane F presented the new Fire Authority budget. The FA plans on paying off the Rescue Unit. By Oct, 2015 there were 109 runs. In Oct, 2016 there were 136 runs. Mostly medical.

Diane F made a **motion** to appoint the Board of Revue members: Cindy Prusakiewicz, Roderick Wright, Ken Tomaski and Sylvester Tomaszewski as alternate.

Diane F made a **motion** to change the Elmira Township regular meeting dates to the second Wednesday of the month beginning on January 12, 2017 at 6:00 p.m.. Seconded by Dale and carried unanimously.

Sue made a **motion** to pay the 25.00 admin fee for Leonard Skop to Municipal Retirement Systems for the disbursement of Gleaner and Met Life.

Diane F made a **motion** to appoint Jessica Henke as Elmira Township board liaison to the ETPC. Seconded by Diane P and carried unanimously.

Diane P made a **motion** to pay for Jessica Henke's registration fee and wages for the New Officials Training held on January 25, 2017 in Gaylord. Seconded by Dale and carried unanimously.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Diane P and carried unanimously. Meeting adjourned at 6:50 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
DECEMBER 8, 2016**

A regular meeting of the Elmira Township board was held on December 8, 2016 at the Elmira Township hall commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members present were Supervisor, Diane Franckowiak, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Jessica Henke. Clerk, Susan Schaedig was excused.

Others in attendance were Ken Bradstreet of Wolverine Power and Gloria Torello, Elmira Township Planning Commission.

Township Board members Diane Purgiel, Dale Holzschu and Jessica Henke took the oath of office administered by Diane Franckowiak.

Diane F made a **motion** to accept the minutes as presented. Seconded by Diane P and carried unanimously.

PUBLIC COMMENT:

Ken Bradstreet gave an update on the retention barrier. Wolverine is pleased with the initial report of .59 decibels which is under the guidelines and once the other two sides are completed the level should go down even more.

The regular meeting was recessed at 6:15 p.m. .

A public hearing for the draft Recreation Plan for Elmira Township was called to order at 6:16 p.m., which is completed jointly for Elmira Township and Otsego County.

The draft plan contains goals, objectives and action items pertaining to recreational opportunities provided by Elmira Township, as well as Otsego County, for 2017-2021.

PUBLIC COMMENT:

Gloria Torello stated that she is in favor of the plan.

Diane F made a **motion** to close the Public Hearing. Seconded by Dale and carried unanimously.

Diane F reconvened the regular township board meeting at 6:19 p.m..

Diane P made a motion in the form of a resolution to adopt the Recreation Plan Update as a guideline for improving recreation for the residents of the Township. Seconded by Jessica and carried.

AYES: Diane Franckowiak, Diane Purgiel, Jessica Henke, Dale Holzschu

NAYES: None

ABSENT: Susan Schaedig

READING OF THE BILLS:

11532 Mark Rygwelski, mowing	405.00
11533 Michigan Townships Association, training-Jessica	229.00
11534 GBS Inc., test decks, memory card, poll book Nov election	371.00
11535 Gloria Torello, reimb use of computer	225.00
11536 Diane Purgiel, reimb mileage, phone & internet	110.98
11537 Diane Franckowiak, reimb, phone & internet, use of computer	50.00
11538 Sylvester Tomaszewski, PC mtg-Nov	110.00
11539 Susan Schaedig, clerk salary	1,059.91
11540 Ron Geiger, Ordinance Officer, Liquor Inspector	225.49
11541 Jessica Henke, trustee salary, PC & Rec Committee wages	253.39
11542 Gloria Torello, PC mtg-Nov, Rec Committee wages	160.00
11543 Duane Hoffman, Nov PC mtg	110.00
11544 Diane Purgiel, treasurer salary	1,563.49
11545 Diane Franckowiak, supervisor salary	803.66
11546 Dale Holzschu, trustee salary	200.00
11547 Anna Wasylewski, assessor salary	1,500.00
11548 United States Postal Service, postage	94.00
11549 Susan Schaedig, reimb mileage, phone & internet	48.90
11550 Heidi Mead, Deputy Clerk-Dec mtg	120.00
11551 Mid North Printing, letterhead	97.90
11552 Alpine Web, web hosting	665.00
11553 American Waste	90.00
11554 Sandra Maufort, deputy treasurer wages	120.00
11555 Sandra Maufort, reimb mileage	37.80
11556 Dunn's Business Solutions, payroll books	26.98
11557 Sam's Club, membership renewal	45.00
11558 Northern Michigan Review, recreation plan notice	46.25
EFTPS December taxes	2,028.14
11559 Great Lakes Energy	68.96
11560 Centurylink	48.07
11561 Lauretta Skop, refund contribution	214.50
11562 Chemical Cust Lauretta Skop Traditional IRA	9,442.74
11563 Dan Smith & Co	130.00

EFT	Intuit QuickBooks Payroll Annual	565.00
EFT	State of Michigan taxes for last quarter 10-11-12-2016	<u>819.81</u>
		22,085.97

Dale made a **motion** to pay the bills. Seconded by Jessica and carried unanimously.

TREASURER'S REPORT:

MBank Svgs 36,235.66 Chemical Bank CD 110,696.87 First Fed ICS 21,270.29
Comm Fin CD 213,680.78 Gen Fund 1st Fed Ckg 65,158.11 **TOTAL 447,041.71**

Chemical Bank Tax Acct 35,103.63

NEW BUSINESS:

Diane F made a **motion** to appoint Kendra Brege to the Elmira Township Recreation Committee. Seconded by Diane P and carried unanimously.

Gloria Torello suggested that the township contact a Master Gardener for the park. Jessica will contact Dorothy Billideau who has been planting flowers in the park and the Village of Elmira for the past several years.

Diane F made a **motion** to amend the general fund Election budget, 18.76 to come from the Fund Balance. Seconded by Jessica and carried unanimously.

There being no further business to come before the board, Dale made a **motion** to adjourn. Seconded by Diane F and carried unanimously. Meeting adjourned at 6:30 p.m..

Heidi Mead, Deputy Clerk
Susan Schaedig, Clerk