

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
JANUARY 8, 2020**

A regular meeting of the Elmira Township board was held on January 8, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Trustees, Jessica Henke and Dale Holzschu. Treasurer, Diane Purgiel was excused.

Others present were County Commissioner, Bruce Brown, Assessor, Anna Wasylewski and resident Dave Johannigsmeier.

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

ASSESSOR'S REPORT:

Anna stated that adjoining jurisdictions may now hold Board of Reviews together.

READING OF THE BILLS:

12594 Sylvester Tomaszewski, Dec BOR	50.00
12595 Susan Schaedig, Clerk Salary	1,627.28
12596 Sandra Maufort, Deputy Treasury wages	238.50
12597 Ron Geiger, Ordinance Officer wages	100.00
12598 Roderick Wright, Dec BOR	50.00
12599 Kenneth Tomaski, Dec BOR	50.00
12600 Jessica Henke, Trustee salary	206.00
12601 Diane Purgiel, Treasurer's salary	1,627.88
12602 Diane Franckowiak, reimb phone & internet, use of computer	50.00
12603 Dale Holzschu, Trustee's salary, liquor inspector	326.89
12604 Anna Wasylewski, assessor's salary	1,639.09
12605 VOID	
12606 Michigan Townships Association, BOR class registrations	282.00
12607 Dan Smith & Company, efts password	40.00
12608 American Waste	95.00
12609 Northern Michigan Review, Inc.	41.63
12610 Johnson Oil	349.64
12611 Sam's Club, membership renewal	45.00
12612 Diane Purgiel, reimb mileage, internet & phone	134.64
12613 Diane Franckowiak, reimb, phone & internet, use of computer	50.00
12614 Michigan Townships Association, registration-Heidi, Jan workshops	152.00
12615 VOID	

12616 Mid North Printing, envelopes-treasurer	1,519.60
12617 Centurylink	55.35
12618 Great Lakes Energy	471.69
12619 Cutting Edge Computers, downpayment EPB	729.99
EFTPS January taxes	<u>1,761.82</u>
	12,502.33

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

TREASURER'S REPORT:

Gen Fund ckg MBank 171,732.96 CD Comm Financial 202,571.17 MBANK Sweep .39
TOTAL 374,304.52

NEW BUSINESS:

Jess made a **motion** to appoint Diane Franckowiak, Susan Schaedig and Diane Purgiel to the Elmira Township Election Commission. Seconded by Dale and carried unanimously.

Sue made a **motion** to appoint Heidi Mead, Jessica Henke, Doreen Ostrander, Sandy Maufort and Sue Schaedig as elections inspectors for the March Presidential Primary. Seconded by Dale and carried unanimously.

Diane F made a **motion** that Elmira Township decline responsibility for maintaining the proposed sanitary sewage collection system for the Limberlost Condominium Association. Seconded by Susan Schaedig and carried unanimously.

The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division informed Elmira Township there will be placed at 69-1221 W Martin Lake Road 10 cubic yards of 12 to 18-inch field stone rock riprap shore protection along 75 feet of shoreline. Riprap shall follow the existing shoreline contour and shall not extend more than 5 feet below the ordinary high-water mark.

Diane F made a **motion** to allow any board member to attend the Michigan Township's Association annual Educational Conference in Traverse City. The township will pay for registration, mileage, motel, meal stipend and wages. Seconded by Jessica and carried unanimously.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jessica and carried unanimously. Meeting adjourned at 6:27 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
FEBRUARY 12, 2020**

A regular meeting of the Elmira Township board was held on February 12, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Jessica Henke and Dale Holzschu.

Others attending were County Commissioner, Bruce Brown, residents Dave Johannigsmeijer and Ryan Pallas.

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

PUBLIC COMMENT:

Bruce Brown updated the board on the 20 year millage request of 1.95 mills for a new Justice Center.

PLANNING COMMISSION:

Jessica reported that the Porcupine Shores project is still alive.

Elmira Township has two Otsego County enforcements open. Paul will check out the property at 2388 Division and Jess will visit Deer Woods abandoned house property.

The first spec home in Burdo Pines is for sale for \$191,000.

PARKS & RECREATION COMMITTEE:

Jess stated that she is seeking a \$10,000 grant from Great Lakes Energy's People Fund and Kendra will pursue Ronald McDonald grants. Jess will also look into the DNR Recreation Passport grants.

Jess is seeking a bid for a 16' x 28' pavilion.

READING OF THE BILLS:

12620 Sylvester Tomaszewski, Jan PC mtg	110.00
12621 Susan Schaedig, salary, Twp Ass'n mtg	1,686.88
12622 Sandra Maufort, deputy treasurer wages	288.00
12623 Ron Geiger, ordinance officer	100.00
12624 Paul Hartmann, Jan PC mtg, Parks & Rec mtg	140.00
12625 Kendra Brege, Jan Parks & Rec mtg	30.00

12626 Jessica Henke, Trustee salary, Twp Ass'n mtg, Jan PC & Parks & Rec mtgs	406.00
12627 Duane Hoffman, Jan PC mtg	110.00
12628 Diane Purgiel, Treasurer Salary, Twp Ass'n mtg	1,686.28
12629 Diane Franckowiak, Supv Salary, Twp Ass'n mtg	918.33
12630 Dale Holzschu, Trustee salary, Twp Ass'n mtg, liquor inspector	386.89
12631 Anna Wasylewski, Assessor salary	1,639.09
12632 Dunn's Business Solutions, paper	41.33
12633 BS & A Software, taxroll	552.00
12634 Mark Rygwelski, snowplowing Nov & Dec 2019	240.00
12635 American Waste	95.00
12636 Byte Jumper, computer, plus set up, installation & delivery	1,149.00
12637 Otsego County Equalization Dept, maint Jan-Dec 2019	2,636.50
12638 Northern Michigan Review, Inc	46.25
12639 Otsego County Twp's Officers Ass'n, dues & flags	245.00
12640 Dan Smith & Company, annual payroll reports, W'2s & 1099	120.00
12641 Diane Purgiel, reimb phone & internet, mileage	173.74
12642 Susan Schaedig, reimb Jan & Feb phone & internet, mileage	97.95
12643 Diane Franckowiak, reimb phone & internet, use of computer	50.00
12644 Ann Vogel, Jan PC mtg	110.00
12645 Heidi Mead, deputy clerk wages	440.10
12646 MRCLC, snowplowing January	150.00
12647 Centurylink	55.35
12648 Great Lakes Energy	446.30
EFTPS February taxes	<u>1,701.20</u>
	15,851.19

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

TREASURER'S REPORT:

Gen Fund Chkg M Bank 189,751.47 CD Community Financial 203,883.39 M Bank Sweep .39
TOTAL 393,635.25

Tax Account **1,909,698.96**

OLD BUSINESS:

Diane F made a **motion** to adopt the Poverty and Hardship Resolution. Seconded by Diane P and carried unanimously. AYES: Diane Franckowiak, Sue Schaedig, Diane Purgiel, Jessica Henke and Dale Holzschu. NAYES: none ABSENT: none

NEW BUSINESS:

Sue made a **motion** to enter into an agreement with the Straits Area Narcotics Enforcement called "SANE" from April 1, 2020 through March 31, 2021. Elmira Township

agrees to pay an annual fee of \$1,000.00 payable by May 1, 2020. Seconded by Dale and carried unanimously.

There being no further business to come before Jess made a **motion** to adjourn. Seconded by Dale and carried unanimously. Meeting adjourned at 6:54 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
MARCH 11, 2020**

A regular meeting of the Elmira Township board was held on March 11, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Jessica Henke and Dale Holzschu.

Others attending were County Commissioner, Bruce Brown, resident David Johannigsmeyer and Ken Bradstreet of Wolverine Power.

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

PUBLIC COMMENT:

Ken gave an update on the Wolverine Power plant and the new service center.

Commissioner Brown stated that they discussed the 2nd Amendment Sanctuary at their meeting.

FIRE AUTHORITY:

Diane F informed the board that Courtney will be leaving the Fire Authority and she is seeking another resident to fill her position on the Authority.

READING OF THE BILLS:

12649 Sylvester Tomaszewski, BOR class	110.00
12650 Susan Schaedig, Clerk,	1,626.88
12651 Ron Geiger, ordinance officer	100.00
12652 Kenneth Tomaski, BOR class	110.00
12653 Jessica Henke, Trustee salary	206.00
12654 Diane Purgiel, Treasurer's salary	1,626.88
12655 Diane Franckowiak, Supervisor's salary, BOR class	120.00
12656 Dale Holzschu, Trustee salary, Liquor Inspector	326.89
12657 Anna Wasylewski, assessor salary	1,639.09

12658 Northern Michigan Review	37.00
12659 American Waste	95.00
12660 Cutting Edge Computers	93.00
12661 Cummins Sales & Service, generator	191.62
12662 Election Source, absentee envelopes	637.15
12663 Johnson Oil	522.23
12664 Dunn's Business Solutions	362.64
12665 VOID	
12666 Diane Purgiel, reimb mileage, Microsoft Office, phone & computer	267.98
12667 Diane Franckowiak, reimb use of computer, phone & internet	50.00
12668 Susan Schaedig, reimb phone & postage	59.70
12669 Anna Wasylewski, reimb postage-assessment change notices	835.56
12670 Heidi Mead, deputy clerk	340.20
12671 Dan Smith & Company, payroll classifications	80.00
12672 Susan Schaedig, reimb computer monitor	89.99
12673 I.T. Right, antivirus renewal	30.00
12674 MRCLC LLC, Feb snowplowing	180.00
12675 Sandra Maufort, deputy treasurer wages	418.50
12676 CenturyLink	55.35
12677 Great Lakes Energy	444.23
EFTPS March payroll taxes	<u>1,655.54</u>
	13,169.86

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

TREASURER'S REPORT:

Diane P reported that she turned in the tax roll on March 3rd and she plans on putting money into a CD for six to eight months.

General Fund Checking MBank 312,605.78 CD Community Financial 203,883.39
General Fund Sweep MBank .39 **Total 516,489.56**

Tax Account Chemical Bank **11,822.45**

Sue made a **motion** to pay for registration, mileage, meals, motel and wages for Diane P to attend the 2020 Advanced Institute for Treasurers on May 15-18 in Midland. Seconded by Diane F and carried unanimously.

Meeting recessed at 6:50 p.m.

The Township board reviewed the budget for 2020-2021.

Meeting resumed at 7:00 p.m.

Diane P made a **motion** to adopt the 2020-2021 budget. Seconded by Jess and carried unanimously.

NEW BUSINESS:

Sue made a **motion** in the form of a resolution to increase the Supervisor's salary \$1,700 as of April 1, 2020 to \$12,000.00. Seconded by Diane P and carried unanimously with a roll call vote.

Sue made a **motion** to amend the General Fund Supervisor \$600.00 to come from the Fund Balance. Seconded by Jess and carried unanimously.

Sue made a **motion** to amend the General Fund Election \$1,152.21 to come from the Fund Balance. Seconded by Diane F and carried unanimously.

Sue made a **motion** to amend the General Fund Clerk \$623.26 to come from the Fund Balance. Seconded by Jess and carried unanimously.

Sue made a **motion** to amend the General Fund Treasurer \$1,663.40. Seconded by Diane F and carried unanimously.

Otsego County will be using the hall for a presentation on the Justice Center on March 19, 2020 at 6:00 p.m..

Sue made a **motion** to accept Gaylord Community Schools Agreement for Collection of Summer School Property Taxes by Elmira Township for a summer levy of 50% of School District property taxes for the year 2020. Per parcel has been established at \$2.50 to be paid to Elmira Township by September 30, 2020. Seconded by Jess and carried unanimously.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 7:10 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
APRIL 8, 2020**

A regular meeting of the Elmira Township board was held on April 8, 2020 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 Jessica Henke and Dale Holzschu.

No others in attendance.

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

ASSESSOR'S REPORT:

Diane F stated that Anna is working on sketches.

READING OF THE BILLS:

12678 Sylvester Tomaszewski, March Board of Review	270.00
12679 Susan Schaedig, Clerk salary	1,626.92
12680 Sandra Maufort, Deputy Treasurer, Election Inspector Chair	498.00
12681 Ron Geiger, Ordinance Officer	100.00
12682 Roderick Wright, March Board of Review	270.00
12683 Kenneth Tomaski, March Board of Review	270.00
12684 Jessica Henke, Trustee salary, election inspector	386.00
12685 Heidi Mead, deputy clerk wages	90.00
12686 Doreen Ostrander, election inspector	198.00
12687 Diane Purgiel, Treasurer salary	1,626.92
12688 Diane Franckowiak, Supervisor salary	1,000.00
12689 Dale Holzschu, Trustee salary, liquor inspector	326.89
12690 Anna Wasylewski, assessor salary	1,639.09
12691 American Waste	95.00
12692 Walmart, toner, ice melt, sanitizer wipes	77.40
12693 Johnson Oil	628.57
12694 Northern Michigan Review, Inc.	50.88
12695 Diane Purgiel, reimb mileage, phone & internet, MMTA registration	492.99
12696 Susan Schaedig, reimb mileage-election, internet & phone, food, water	165.13
12697 Diane Franckowiak, reimb use of computer, BOR food, phone & internet	69.09
12698 Election Source, absentee ballot envelopes etc	260.70
12699 Dunn's Business Solutions, election office supplies	33.32
25 Michigan Dept of Treasury, Jan, Feb, March taxes	935.41

12700 Centurylink	55.08
12701 Great Lakes Energy	440.57
EFTPS April taxes	<u>1,873.84</u>
	13,479.80

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

TREASURER'S REPORT:

Gen Fund Checking MBank 301,341.15 CD Community Financial 203,883.39

MBank ICS .39 **TOTAL 505,224.93**

Chemical Bank tax account **11,824.34**

Sue stated that Mark Rygwelski's(MRCLC LLC) bid for 2020 cleanup and lawn mowing will remain the same as 2019.

NEW BUSINESS:

Diane P made a **motion** to adopt a post-audit policy. Seconded by Jess and carried unanimously.

There being no further business to come before the board Sue made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:35 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
MAY 13, 2020**

A regular meeting of the Elmira Township board was held on May 13, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Jessica Henke and Dale Holzschu

Others attending were Ken Bradstreet, Tim Fox and Earl Czykoski.

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

PUBLIC COMMENT:

Ken Bradstreet stated that no sound test has been conducted at the Elmira Wolverine Power Plant as of today. Not sure when the test will occur.

PLANNING COMMISSION & RECREATION COMMITTEE:

Jess reported that meetings have not been held due to no business.

Sue read a recommendation letter from Paul Hartmann to approve appointment of Tim Fox to the Parks and Recreation Committee.

Sue made a **motion** to appoint Tim Fox to the Elmira Parks and Recreation Committee. Seconded by Diane P and carried unanimously.

Diane P made a **motion** to allow Jess to purchase mulch. Seconded by Diane F and carried unanimously.

FIRE AUTHORITY:

Diane F reported that the Fire Department will take delivery of the new truck at the end of the month.

Sue made a **motion** to appoint Earl Czykoski to the Elmira-Warner Fire Authority. Seconded by Jess and carried unanimously.

READING OF THE BILLS:

12702 Susan Schaedig, clerk's salary	1,626.92
12703 Ron Geiger, Ordinance Officer, Liquor Inspector	220.89

12704 Jessica Henke, trustee salary	206.00
12705 Diane Purgiel, Treasurer's salary	1,626.92
12706 Diane Franckowiak, Supervisor's salary	1,000.00
12707 Dale Holzschu, trustee salary	206.00
12708 Anna Wasylewski, assessor's salary	1,639.09
12709 Northern Michigan Review Inc, april minutes	32.38
12710 American Waste	95.00
12711 Byte Jumper, Sophos antivirus	53.00
12712 Otsego County, county planning & zoning services 2020	6,489.00
12713 S.A.N.E. 2020 contribution	1,000.00
12714 Diane Purgiel, reimb phone & internet	92.99
12715 Susan Schaedig, reimb phone & internet, postage	32.00
12716 Diane Franckowiak, reimb use of computer, internet & phone	50.00
12717 Centurylink	55.08
12718 Great Lakes Energy	435.57
EFTPS United States Treasury, taxes April 2020	<u>1,602.92</u>
	16,463.76

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

TREASURER'S REPORT:

Gen Fund Checking 212,572.51 CD Comm Financial 5.00 ICS MBank 283,480.38

TOTAL 496,057.89

Tax Acct Chemical Bank **12,688.02**

OLD BUSINESS:

The board decided to place the Porta-Jon in the Elmira Park.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:45 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
JUNE 10, 2020**

A regular meeting of the Elmira Township Board was held on June 10, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Jessica Henke.

Others attending were Pat Robarge, Ken Bradstreet and Ron Geiger.

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

PUBLIC COMMENT:

Pat Robarge addressed the issue of the residential yards in the Village of Elmira not being maintained by their owners.

The board will ask the Elmira Township Planning Commission to investigate the problem.

Ken Bradstreet of Wolverine Power stated that he is hoping to have a sound study in July, 2020. The plant is seeing increased use recently and sometimes runs 24 hours.

ORDINANCE OFFICER:

Ron stated that he has followed up on the Theisen Road issue and is satisfied that it has been resolved.

Ron will retire from his positions of Ordinance Officer and Liquor Inspector as of August 1, 2020.

Dale Holzschu will take over the Liquor Inspections.

Sue will check to see if there is an expiration date on the Dismantled or inoperable motor vehicle ordinance of 2003.

PLANNING COMMISSION:

No meetings have been held.

FIRE AUTHORITY:

Diane reported that the Fire Authority has taken possession of the new tanker. Ads have been placed for the old tanker and it has also been put on Facebook with a couple of responses.

READING OF THE BILLS:

12719 Susan Schaedig, Clerk's salary	1,626.92
12720 Ron Geiger, Ordinance Officer, Liquor Inspector	220.89
12721 Jessica Henke, Trustee salary	206.00
12722 Diane Purgiel, Treasurer's salary	1,626.92
12723 Diane Franckowiak, Supervisor's salary	1,000.00
12724 Dale Holzschu, Trustee salary	206.00
12725 Anna Wasylewski, Assessor's salary	1,639.09
12726 Michigan Townships Association, 2020 dues & legal defense	1,940.42
12727 Walmart	18.01
12728 Northern Michigan Review Inc.	37.00
12729 MRCLC LLC, spring cleanup, blowing sidewalks	1,630.00
12730 Venerable Insurance & Annuity CO, pension plan contribution	2,354.40
12731 VOID	
12732 Municipal Retirement Systems, Inc.	220.00
12733 American Waste	95.00
12734 Johnson Oil	206.79
12735 Spartan Sewer & Septic	190.00
12736 Alpine Web	240.00
12737 Michigan Association of Planning, membership dues	300.00
12738 MTA, 5 copies New Authorities & Responsibilities of MI Twps	262.50
12739 Jessica Henke, reimb mulch	35.30
12740 Diane Purgiel, reimb mileage, phone & internet	122.74
12741 Susan Schaedig, reimb , phone & Internet, plexiglass, postage	197.18
12742 Diane Franckowiak, reimb use of computer, phone & internet	50.00
12743 Centurylink	55.08
EFTPS June taxes	1,473.88
26 Michigan Dept of Treasury, June Taxes	842.02
12744 Great Lakes Energy	433.65
12745 Gleaners Life Insurance Society	4,625.16
12746 Municipal Retirement Systems, Inc	25.00
12747 United States Postal Service, postage-taxes	<u>675.00</u>
	22,554.95

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

TREASURER'S REPORT:

Gen Fund Checking MBank 238,284.15 CD Community Financial 5.00
 Gen Fund Sweep MBank 268,599.36 **TOTAL 506,888.51**

Tax Account Balance **12,688.59**

NEW BUSINESS:

Jessica made a **motion** to enter into a Service Agreement for Economic Development Support for one year commencing on August 8, 2020 and ending on August 7, 2021 for a sum of \$935.00 in a single installment. Seconded by Sue and carried unanimously.

The board discussed the online learning options offered by MTA and decided not to participate at this time.

The Board of Revue will meet in July for three hours.

Annaliese Koronka has proposed to donate 2 lots in the Jordans Addition, Block 8 & 11 to the Township. They are adjacent to the township property and in the estate of Sam and Deb Barber. Waiting for further details.

Sue made a **motion** to allow Diane F to accept the donation of the 2 lots in the Jordans Addition, Block 8 & 11 if the proposal is approved by the family and the proper papers are drawn up. Seconded by Jess and carried unanimously.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 7:00 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
JULY 8, 2020**

A regular meeting of the Elmira Township Board was held on July 8, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Dale Holzschu and Jessica Henke.

Others attending were Ron Geiger and Ken Bradstreet.

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

PUBLIC COMMENT:

Ken Bradstreet reported that the Elmira Wolverine power plant has been running around the clock because of the hot weather.

He stated that they are expecting Dave Hessler next week to conduct a sound test. The preliminary test was good.

ORDINANCE OFFICER:

The board thanked Ron for his 34 years of service to the township. He had served as a firefighter and has been the township Ordinance Officer and Liquor Inspector.

PLANNING COMMISSION:

Jessica reported that the PC recommended to approve the renewal request from Rieth-Riley for the SUP of PSUP15-02, granted in 2015. The renewal is Case PZSU20-02.

The annual elections were held: all three positions remain with Duane as Chair, Syl as Vice Chair and Paul as Secretary.

Paul Hartmann's term has expired.

The Adopt-A-Highway pick up will be held on July 28th at 5:00 p.m.

READING OF THE BILLS:

12748 Sylvester Tomaszewski, PC mtg	110.00
12749 Susan Schaedig, Clerk Salary	1,626.92
12750 Ron Geiger, Ordinance Officer, Liquor Inspector	220.89
12751 Paul Hartmann, PC mtg	150.00
12752 Jessica Henke, Trustee salary and PC mtg	316.00

12753 Duane Hoffman, PC mtg	110.00
12754 Doreen Ostrander hall cleaning, flower bed, election	648.25
12755 Diane Franckowiak, Supervisor salary	1,000.00
12756 Dale Holzschu, Trustee salary	206.00
12757 Anna Wasylewski, assessor salary	1,639.09
12758 Ann Vogel, PC mtg	110.00
12759 Cummins Sales & Service	248.04
12760 Northern Michigan Review Inc	37.00
12761 American Waste	95.00
12762 Spartan Sewer & Septic	95.00
12763 Susan Schaedig, reimb postage, mulch, phone, internet, mileage	408.79
12764 Diane Franckowiak, reimb phone, internet, use of computer	50.00
12765 Ron Geiger, mileage	14.95
12766 Roderick Wright, cemetery	463.00
12767 Diane Purgiel, Treasurer's salary	1,234.19
12768 Dunn's Business Solutions	873.37
12769 Roderick Wright, reimb black dirt & epoxy	115.43
12770 Michigan Townships Association, shipping books	10.00
12771 Diane Purgiel, reimb internet & phone	92.99
12772 Election Source, absent voter airmail envelopes overseas	9.40
12773 Centurylink	57.86
12774 Great Lakes Energy	429.92
12775 Edward Jones FBO Ronald Geiger, surrender check	13,439.98
12776 Ron Geiger, surrender check	407.34
	<u>1,849.58</u>
EPAY July taxes	26,461.72

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

TREASURER'S REPORT:

Diane F reported that Revenue Sharing is down to the 2017 numbers. The audit has gone well.

Gen Fund Checking MBank 248,582.61 Comm Financial CD 5.00 ICS Sweep 268,599.36

TOTAL 517,186.97

Tax account Chemical Bank **12,688.59**

NEW BUSINESS:

Diane P made a **motion** to reappoint Paul Hartmann to the Elmira Township Planning Commission for a four year term. Seconded by Sue and carried unanimously.

Diane P made a **motion** to approve the Rieth-Riley renewal request for the SUP of PSUP15-002 granted in 2015; renewal is Case PZSU20-002, the permit for continuing Phase #1 and beginning Phase #2 of the extraction process at the north end of Townline Rd; 3006 Martindale Rd. Seconded by Dale and carried unanimously.

Sue made a **motion** to appoint the following persons as election inspectors for the August 4, 2020 Primary Election: Heidi Mead, Doreen Ostrander, Sandy Maufort, Janelle Crawford, Lauren Mead and Kendra Brege. Seconded by Jessica and carried unanimously.

Diane F made a **motion** to contract with Gaylord Seal Coating to seal the parking lot with Professional Grade Material: Coal-Tar Emulsion Sealer. Seconded by Dale and carried unanimously.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:43 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
AUGUST 12, 2020**

A regular meeting of the Elmira Township Board was held on August 12, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees Jessica Henke and Dale Holzschu.

Others present were Ken Bradstreet and Dan Smith.

PUBLIC COMMENT:

Dan Smith, CPA reviewed the Audited Financial Statements and Financials of Elmira Township.

Ken Bradstreet reported that the July sound test by Dave Hessler went very well. The original test in December of 2016 was at 57DB. The July test was 54.9. The ceiling is 59 DB.

PLANNING COMMISSION:

All members reviewed the three township ordinances and the county zoning. The PC recommends that the township board keep the three ordinances in place and have the Otsego County Land Use handle the complaints.

READING OF THE BILLS:

12777 Sydney Meadows, election inspector class	24.00
12778 Sylvester Tomaszewski, July PC, BOR	165.00
12779 Susan Schaedig, Clerk salary	1,626.92
12780 Sandra Maufort, deputy treasurer, election inspector	423.00
12781 Ron Geiger, ordinance officer, liquor inspector	220.89
12782 Roderick Wright, July BOR	55.00
12783 Paul Hartmann, PC meeting	130.00
12784 Lauren Mead Bandt, election inspector	246.00
12785 Kendra Brege, election inspector	228.00
12786 Kenneth Tomaski, July BOR	55.00
12787 Jessica Henke, trustee salary, PC mtg	316.00
12788 Janelle Crawford, election inspector	234.00
12789 Heidi Mead, election inspector	427.50
12790 Duane Hoffman, PC mtg	110.00
12791 Doreen Ostrander, election inspector	274.00
12792 Diane Purgiel, treasurer salary	1,626.92

12793 Diane Franckowiak, Supervisor's salary	1,000.00
12794 Dale Holzschu, trustee salary	206.00
12795 Anna Wasylewski, assessor salary	1,639.09
12796 Ann Vogel, July PC meeting	110.00
12797 Ass'n of Public Treasurers of US & Canada, treasurer dues	159.00
12798 BS&A Software, annual service assessing system	602.00
12799 Alpine Web	570.00
12800 Apex Software, annual maintenance renewal	235.00
12801 Otsego County Economic Alliance	935.00
12802 Dan Smith & Company, 2020 audit	4,200.00
12803 Northern Michigan Review Inc	37.00
12804 American Waste	95.00
12805 Walmart	132.64
12806 Spartan Sewer & Septic	95.00
12807 Election Source, secrecy sleeves, ballot storage containers	608.10
12808 MRCLS LLC, mowing	1,575.00
12809 Diane Purgiel, reimb mileage, phone & internet	146.15
12810 Diane Franckowiak, reimb phone & internet, use of computer	50.00
12811 Susan Schaedig, reimb phone & internet, election expenses	307.10
12812 I.T. Right, remote backup	500.00
12813 Accident Fund	765.00
12814 Centurylink	57.82
12815 Great Lakes Energy	435.04
12816 VOID	
	<hr/>
	20,622.17

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

TREASURER'S REPORT:

Diane P reported that the tax collection is going along smoothly.

General Fund checking MBank 232,555.83 Comm Financial CD 5.00
 General Fund Sweep MBank 271,396.89 **TOTAL 503,957.72**

Tax Acct Balance Chemical Bank **53,464.85**

NEW BUSINESS:

The board addressed the issue of the closed DNR boat launch due to high water on Lake 27.

The Lake 27 Property Owners Association is seeking partial gifting from the township to reach a goal of 50,000.00 to repair the turnaround area.

There are no township funds available to assist with this request.

PRIMARY ELECTION:

Sue stated that the vote count was 565 for the Primary Election. There were 43 unreturned absentee ballots.

The township received two FOIA requests from True the Vote. The Bureau of Elections is reviewing the requests and the Otsego County Clerk will get back with the townships on how to proceed.

There being no further business to come before the board, Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:36 p.m.

Susan Schaedig, Clerk

ELMIRA TOWNSHIP
COUNTY OF OTSEGO
SEPTEMBER 9, 2020

A regular meeting of the Elmira Township Board was held on September 9, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Jessica Henke and Dale Holzschu.

County Commissioner, Bruce Brown was also present.

PUBLIC COMMENT:

Bruce Brown stated that Jon Deming of Otsego County EMS reported that runs are up, with suicides and drug overdoses rising.

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

PLANNING COMMISSION REPORT:

Jess stated that the PC recommends approval for the revisions to Article 18 to the Lots Near Water section of the Zoning Ordinance. It includes: 1) Revision of permitted uses, 2) Inclusion of a 35' "vegetative buffer zone" parallel to the ordinary high water mark of a lake or stream. Vegetation within this zone is protected from development, 3) Allowance of a "viewing corridor" whose width would be dependent on the amount of lakefront property owned. Construction and development requirements are relaxed within this corridor. 4) Establishment of minimum 3' vertical height requirement from the high-water mark (in addition to the 50' horizontal requirement) for habitable structure within 500' of a lake or stream. 5) Removal of sections involving "non-public" lakefront access sites.

Diane P made a **motion** to approve the Elmira Township PC recommendation of revisions to Article 18, Lots near Water section of the Zoning Ordinance. Seconded by Sue and carried unanimously.

Diane F reported that the township Risk Management reported that the chips at the township park need to be raked and fluffed.

Jess stated that she and Paul plan on painting the wooden structure in the park on September 14th and 15th at 4:00 p.m. She is hoping others will join in.

READING OF THE BILLS:

12817	Sylvester Tomaszewski, PC mtg	110.00
12818	Susan Schaedig, clerk's salary	1,626.92
12819	Sandra Maufort, Deputy treasurer wages	157.50
12820	Paul Hartmann, PC mtg	130.00
12821	Jessica Henke, trustee salary, PC mtg	316.00
12822	Duane Hoffman, PC mtg	110.00
12823	Diane Purgiel, treasurer's salary	1,626.92
12824	Diane Franckowiak, supervisor's salary	1,000.00
12825	Dale Holzschu, trustee salary, liquor inspector	335.91
12826	Anna Wasylewski, assessor salary	1,639.09
12827	Ann Vogel, PC mtg	110.00
12828	Dunn's Business Solutions	64.40
12829	Diane Purgiel, reimb mileage, phone & internet	157.65
12830	Diane Franckowiak, reimb internet, use of computer, keys	58.44
12831	American Waste	95.00
12832	Spartan Sewer & Septic	95.00
12833	Northern Michigan Review Inc	37.00
12834	Election Source, test decks & tabulator coding	415.00
12835	Dan Smith & Company	700.00
12836	Otsego County, charge back	9.87
12837	Crossroads Business Services, post cards clean-up day	464.56
12838	Walmart	39.21
12839	Susan Schaedig, reimb mileage, phone & internet	42.65
12840	United States Postal Service, postage	390.00
12841	Kirkpatrick, Dubois & Slough PLC, FOIA	90.00
27	Michigan Dept of Treasury, withholding taxes	42.50
28	Michigan Dept of Treasury, Withholding taxes	1,001.39
EFTPS	August taxes	2,608.64
EFTPS	September taxes	2,533.32
12842	Municipal Underwriters of Michigan, Inc.	7,223.00

12843	Centurylink	57.82
12844	Great Lakes Energy	<u>429.60</u>
		23,717.39

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

TREASURER'S REPORT:

MBank Checking 263,440.36 Comm Financial CD 5.00
ICS General Fund Sweep MBank 257,282.48 **TOTAL 520,727.84**

TAX ACCT Chemical Bank **2,014,908.00**

Diane P commented on Revenue Sharing Actual and Projected totals. The township will have received 145,620 in 2020 and the projected total for 2021 is 145,860.

OLD BUSINESS

The board discussed a follow up letter from Lake 27 Property Owners Association in regard to a follow up to an initiative which began last fall to examine and study the speed limit on Hallenius Road west of M-32.

It was determined that there is certain criteria that needs to be met in order to allow the State Police to conduct a study and therefore it is out of the hands of the township. The OCRC and the State Police needs to address this issue.

NEW BUSINESS

The Road Commission annual meeting will be held on October 15, 2020 at 10:50 a.m.

Diane P made a **motion** to adopt the 2020 Tax Rate Request(L-4029). Seconded by Jess and carried unanimously. Taxable Value is \$152,031,062 and the millage requested is .8824 to be levied Dec 1.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:59 p.m..

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
OCTOBER 14, 2020**

A regular meeting of the Elmira Township Board was held on October 14, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig and Trustees, Jessica Henke and Dale Holzschu. Treasurer, Diane Purgiel was excused.

Ken Bradstreet from Wolverine Power was also present.

PUBLIC COMMENT:

Ken Bradstreet updated the board on the Wolverine service center. He stated that they are waiting on the supply of gas, with the hopes of having natural gas and making it available to the residents in the village of Elmira.

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

PLANNING COMMISSION:

Jessica stated that the consensus of the PC was to recommend the adoption of the solar provisions addition to the Otsego County Zoning Ordinance.

Sue made a **motion** to recommend to the Otsego County Planning Commission to adopt the amendment to the Otsego County Zoning Ordinance which would add regulations pertaining to Solar Energy Systems(solar panels) to the current Ordinance. Seconded by Jess and carried unanimously.

READING OF THE BILLS:

12845 Sylvester Tomaszewski PC meeting	110.00
12846 Susan Schaedig, clerk salary, Clean-Up day	1,746.92
12847 Sandra Maufort, Deputy Treasurer wages	360.00
12848 Paul Hartmann, PC meeting	130.00
12849 Jessica Henke, PC mtg, Clean-Up day, Trustee salary	436.00
12850 Duane Hoffman, PC meeting	110.00
12851 Diane Purgiel, Treasurer salary	1,626.92
12852 Diane Franckowiak, Supv salary, Clean-Up day	1,120.00
12853 Dale Holzschu, Trustee salary, Clean-Up day	455.89
12854 Anna Wasylewski, assessor salary	1,639.09
12855 Ann Vogel, PC meeting	110.00
12856 Dunn's Business Solutions, dymo labels	59.14

12857 Walmart, hand sanitizer, spray bottles	21.77
12858 Dan Smith & Company	100.00
12859 American Waste	95.00
12860 Northern Michigan Review, Inc	37.00
12861 Mid North Printing, envelopes	83.20
12862 Accident Fund	270.00
12863 MRCLC LLC, mowing	630.00
12864 Jessica Henke, reimb stain & supplies	416.39
12865 Diane Purgiel, reimb mileage, internet & phone	197.90
12866 Diane Franckowiak, reimb phone & internet, use of computer	50.00
12867 Susan Schaedig, reimb mileage, phone & internet	78.30
12868 Gaylord Seal Coating	2,849.56
12869 Doreen Ostrander, hall cleaning	148.01
12870 Johnson Oil	279.01
12871 Michigan Municipal Treasurer's Association, dues	75.00
12872 American Waste, Clean-Up day	24,190.50
12873 Great Lakes Energy	432.47
12874 Centurylink	57.92
E-Pay October taxes	<u>2,525.50</u>
	40,461.48

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

TREASURER'S REPORT:

Checking Mbank 236,987.66 CD Community Financial 5.00 ICS Gen Fund 279,680.84
Total 516,673.50

Tax Acct Chemical Bank **19,001.47**

NEW BUSINESS:

Diane F made a **motion** to increase the assessor's salary 3% (590.07) from September, 2020 to August, 2020 and an additional \$750.00 for education. Seconded by Sue and carried unanimously.

Diane F made a **motion** to accept the snow plowing agreement with David Hublick (J.K.D. Landscaping) for 2020-2021. Seconded by Dale and carried unanimously.

There being no further business to come before the board, Dale made a **motion** to adjourn. Seconded by Jess and carried unanimously. Meeting adjourned at 6:45 p.m.

Susan Schaedig, Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
NOVEMBER 11, 2020**

A regular meeting of the Elmira Township Board was held on November 11, 2020 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 in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Dale Holzschu and Jessica Henke.

Others attending were Heidi Mead, Deputy Clerk, County Commissioner, Bruce Brown and residents Jeff Purgiel and Harold Van Oeveren.

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

PUBLIC COMMENT:

Commissioner, Bruce Brown presented a synopsis of the County Commissioner's meeting.

PLANNING COMMISSION:

Diane Purgiel will take over as township representative on the Township Planning Commission starting with the January 2021 meeting.

FIRE AUTHORITY:

Diane F presented the Proposed 2021 Budget for the Elmira-Warner Fire Authority.
Money Market Balance \$95,628.86 Savings \$116,492.17

READING OF THE BILLS:

12875 Susan Schaedig, Clerk's Salary, Twp Ass'n meeting	1,656.92
12876 Jessica Henke, Trustee Salary	206.00
12877 Diane Purgiel, Treasurer's Salary	1,626.92
12878 Diane Franckowiak, Supervisor's Salary, Twp Ass'n meeting	1,030.00
12879 Dale Holzschu, Trustee Salary, liquor Inspector, Twp Ass'n mtg	365.89
12880 Anna Wasylewski, Assessor Salary	1,786.64
12881 Walmart, election supplies	34.48
12882 Northern Michigan Review Inc	37.00
12883 American Waste	95.00
12884 Don Franckowiak, reimb light tubes, repair mirror supplies	79.62
12885 Ann E Wright, election inspector	132.00
12886 Susan Theisen, election inspector	217.80
12887 Nancy Jacobs, election inspector	217.80

12888 Lucas Mead, election cleaning	113.40
12889 Judith Falk, election inspector	217.80
12890 Lauren Mead Bandt, election inspector	108.00
12891 Sandra Maufort, election inspector	283.80
12892 Kendra Brege, election inspector	193.80
12893 Janelle Crawford, election inspector	174.00
12894 Heidi Mead, election inspector	879.75
12895 Doreen Ostrander, election inspector, hall cleaning	739.65
12896 Susan Schaedig, reimb election mileage, meals, office supplies, internet	378.85
12897 Heidi Mead, reimb masks	55.10
12898 Anna Wasylewski, yearly stipend	750.00
12899 Diane Purgiel, reimb mileage, phone & internet	163.53
12900 Diane Franckowiak, reimb use of computer, phone & internet	50.00
12901 Centurylink	57.92
12902 Great Lakes Energy	445.26
EFTPS November payroll taxes	2,701.78
12903 United States Postal Service	<u>685.00</u>
	15,483.71

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

TREASURER'S REPORT:

General Fund Ckg \$269,915.33 Comm Financial \$5.00 M Bank Sweep \$244,590.28

TOTAL \$514,510.61

Tax Account **\$10,838.11**

NEW BUSINESS:

Sue made a **motion** to hire Don Franckowiak as a handyman. Seconded by Jessica and carried. Diane Franckowiak abstained.

Diane F made a **motion** to accept the Otsego County Interlocal Agreement for County Designated Assessor. Seconded by Diane P and carried unanimously.

The County Designated Assessor is a local assessing unit for purposes of the provisions in MCL 211.44 concerning the division and use of any collected property tax administration fees.

There being no further business to come before the board Dale made a **motion** to adjourn. Seconded by Jessica and carried unanimously. Meeting adjourned at 6:40 p.m.

Susan Schaedig
Clerk

**ELMIRA TOWNSHIP
COUNTY OF OTSEGO
DECEMBER 9, 2020**

A regular meeting of the Elmira Township Board was held on December 9, 2020 commencing at 6:00 p.m. with Supervisor, Diane Franckowiak calling the meeting to order with the Pledge of Allegiance.

Members in attendance were Supervisor, Diane Franckowiak, Clerk, Susan Schaedig, Treasurer, Diane Purgiel and Trustees, Jessica Henke and Dale Holzschu.

Ken Bradstreet and Anna Wasylewski were also present.

PUBLIC COMMENT:

Anna Wasylewski stated that she has some PREs that need to be taken care of at the December Board of Review

READING OF THE BILLS:

12904	Diane Purgiel, treasurer's salary	1,626.92
12905	Susan Schaedig, Clerk's Salary	1,626.92
12906	Jessica Henke, Trustee Salary	206.00
12907	Diane Franckowiak, Supervisor's Salary	1,000.00
12908	Dale Holzschu, Trustee Salary, liquor inspector	335.89
12909	Anna Wasylewski, Assessor's salary	1,688.26
12910	Heidi Mead, Twp Ass'n Oct mtg, & Nov Board mtg	150.00
12911	Quill, LLC, 5 pack USB	36.99
12912	American Waste	95.00
12913	Mid North Printing, pre-stamped envelopes, taxes	1,939.00
12914	Otsego County Historical Society	100.00
12915	Northern Michigan Review, Inc.	37.00
12916	MRCLC, clean up fallen tree- cemetery, pick up limbs, park	175.00
12917	Anna Wasylewski, reimb use of computer/year	300.00
12918	Diane Purgiel, reimb mileage, envelopes, phone & computer	148.67
12919	Susan Schaedig, reimb phone & internet, mileage	54.15
12920	Diane Franckowiak, reimb use of computer, phone & internet	50.00
12921	Donald Franckowiak, repair at hall	50.00
12922	Centurylink	57.92

12923	Great Lakes Energy	438.13
EFTPS	December taxes	2,391.80
	Intuit Quick Books Payroll	<u>650.00</u>
		13,157.65

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

TREASURER'S REPORT:

Gen Fund Checking 241,127.52 CD Comm Financial 5.00
 Sweep MBank 262,470.63 **TOTAL 503,603.15**
 Chemical Bank Tax Acct **10,838.11**

Diane P reported that a lot of taxes are being paid on line and at the bank.

Diane F made a **motion** to pay a \$99.00 fee each for the Treasurer and Clerk for a webinar Quickbook Treasurer's class. Seconded by Sue and carried unanimously.

OLD BUSINESS:

Diane F made a **motion** to reappoint Sylvester Tomaszewski, Ken Tomaski and Rocky Wright to the Elmira Township Board of Revue. Seconded by Jess and carried unanimously.

Sue made a **motion** to renew the contract with Otsego County for Municipal Land Use Services Administration (Land Use Planning, Zoning, Zoning Administration and Building Code Compliance) for 2021-2022. Total of \$6489 for 2021 & \$6489 for 2022. Seconded by Jess and carried unanimously.

NEW BUSINESS:

Diane F stated that the Fire Department ISO rating has been lowered.

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

Susan Schaedig, Clerk