

**\*\*unapproved draft\*\***

Regular Meeting – Monday, February 12, 2018 – Hillman Community Center

The regular monthly meeting of the Hillman Township Board was called to order by Chair Manning at 7:00 p.m. with the pledge of allegiance to the flag. Present were Manning, P. Achatz, Vanderveer, Burr, M. Achatz and guests Steve Orlandi, Zoning Administrator, Sheila LaFleche, Community Center Manager, Jim Warner and Sue West from Twin Dams Subdivision, Jim Thompson, Fire Department Chief and Joe Kennard and Chuck Schaudt from the Park Commission.

Motion by Manning to adopt the agenda for the meeting, second by Vanderveer, all in favor, motion carried.

Motion by M. Achatz to approve the minutes of the previous meeting, second by Vanderveer, all in favor, motion carried.

#### **Committee Reports –**

**Community Center** – LaFleche reported 2 events scheduled in March and she will be on vacation February 22 – March 14. She requested permission to purchase 15 new round tables, 21 banquet tables and 2 round table trucks, motion by Burr to make the purchases at a cost of \$4,079.72, second by Vanderveer, all in favor, motion carried. Discussion was held on starting roller skating 1 week later in October due to a wedding that weekend, the Board was in agreement to change the opening date to 1 week later in October 2018. Burr reported on the rusty water problem at the Community Center and will work with LaFleche to get someone to come in and check the current water softener and make suggestions to rectify the problem. The budget for April 1, 2017 through January 31, 2018 was reviewed, showing revenues of \$92,491.57 and expenditures of \$94,139.86. Motion by Manning to pay the bills as presented, second by M. Achatz, all in favor, motion carried: Arctic Elevator 70.00, Arctic Glacier 108.72, Arnold Sales 398.58, Bernard Building Center 102.74, Brian Anderson 240.00, Gordon Food Service 900.85, Jewell's Disposal Service 90.25, Lorilee McGee 40.00, Larry Vanderveer 417.08, Pam Kotzian 360.00, Pepsi-Cola 699.30, Presque Isle Electric and Gas 648.09, Rachel Johnson 80.00, Sharon Vanderveer 200.00, Sheila LaFleche 406.83, Stephanie Anderson 160.00, Thompson Linen Service 53.28, Tina Kazyaka 200.00, Village of Hillman 45.51, Weiland Excavating 337.50, Michigan Department of Treasury 124.23, Hillman Township 680.20, John Hancock Life Ins. 1,846.59, John Hancock Life Insurance 15.00, Connie Chenoweth 93.73, Jonathan Jackson 425.51, Sheila LaFleche 575.65, First Bankcard 9.99, Alpena Power Company 798.48, Frontier 98.89, Connie Chenoweth 100.23, Jonathan Jackson 346.87 and Sheila LaFleche 575.64. The Roller Skate report shows a balance of \$4,658.29 as of 2/13/2018.

**Fire & EMS** – Board members reported on the recent Fire Board meeting. The new budget has been adopted and all is going well. Thompson reported on the current radio situation. The radio is outdated and discussion is being held to update at a cost of \$137,000.00.

**Library Building** – The new propane furnace has been installed and will be converted to natural gas in the spring.

**Planning & Zoning** – Orlandi reported on the Planning Commission meeting held this evening. The Planning Commission has scheduled their next 3 meetings. They discussed the need for a Zoning Enforcement Officer and also the need for stronger enforcement. Discussion was held on the letter received from Joe Stone, County Building Inspector stating he will no longer require zoning permits

before he issues building permits. Manning will send a letter to Stone with a copy to Daryl Peterson, Chair of the County Board of Commissioners stating that the Board has major concerns regarding enforcement of zoning with this change. Orlandi will be traveling to Texas for 6 weeks for a nursing assignment. He will take the Township's tablet along and can issue zoning permits via the tablet. He will also be available through e-mail and phone calls.

**Park Commission** – The entrance sign will be repaired at a cost of \$700.00. Park Activities Director Sarah Clayton has begun to schedule activities for the summer. Kennard and Schaudt presented information to the Board regarding the 6 new Dug Outs for the ball fields. The approximate cost for the Dug Outs is \$48,000.00. Manning thanked the Park Commission members for their dedication to our community and told them that the Dug Out bids will be considered when we work on our new budget.

**Cemetery Commission** – P. Achatz reported that the Commission worked on their new budget and the requested amount from the Townships is \$8,750.00.

**Village** – A request was made to cost share the maintenance of the entrance signs, the medallions on light posts and the benches in the pocket parks. That request was put on hold for the time being.

**Treasurer's Report** – Vanderveer presented a financial report and a copy of that report is on file. Summer 2017 tax collection is at 93.7781% and winter 2018 tax collection is at 74.3851%.

**Clerk's Report** – P. Achatz reported that she has registered for 2 classes required by the Bureau of Elections. The budget for April 2017 through January 31, 2018 was presented showing revenues of \$244,761.41 and expenditures of \$317,419.91. Motion by Vanderveer to subtract \$1,000.00 from Elections for a new total of \$4,000.00 and add \$800.00 to Township Board Expense for a new total of \$5,300.00 and add \$200.00 to MESC for a new total of \$1,400.00, subtract \$2,800.00 from Data Processing for a new total of \$4,200.00 and add \$2,800.00 to Community Center for a new total of \$63,852.49 and subtract \$1,000.00 from Miscellaneous Expense for a new total of \$500.00 and add \$1,000.00 to Community Center for a new total of \$69,852.49, second by Burr, all in favor, motion carried. Motion by Manning to pay the bills as presented and as listed, second by M. Achatz, all in favor, motion carried: Pamela Achatz 73.86, Garry Boldrey, Jr. 1,849.33, Charles Manning 36.94, Pamela Achatz 813.58, Charles Manning 408.85, Sharon Vanderveer 1,024.49, Stephen Orlandi 294.42, Michael Achatz 73.88, John Burr 73.88, Stephen Orlandi 57.50, Michigan Department of Treasury 267.64, Hillman Community Center 853.00, John Hancock Life Insurance 45.00, Miller Office Machines 130.69, Village of Hillman 14.50, Miller Office Machines 45.46, Pitney Bowes 39.00, John Hancock Life Insurance 12,348.67, Hillman Community Center 5,000.00, Janet McMurray 36.94, Eleanore Smith 36.94, Sarah Clayton 88.10, Hillman Township Tax Account 7,938.82 and Sarah Clayton 147.51.

**Supervisor's Report** – Discussion was held on Assessor Boldrey's letter and Manning will contact him with questions.

Motion by Vanderveer to adopt Resolution #2018-1, establishing the salary for the Township supervisor at \$7,867.14, second by M. Achatz, roll call vote taken with yes votes from Burr, P. Achatz, Manning, M. Achatz, Vanderveer voting yes, no nay votes, motion carried.

Motion by Manning to adopt Resolution #2018-2, establishing the salary for the Township Clerk at \$12,784.36, second by Burr, roll call vote with Vanderveer, M. Achatz, P. Achatz, Burr and Manning voting yes, there were no nay votes, motion carried.

Motion by P. Achatz to adopt Resolution #2018-3, establishing the salary for the Hillman Township Treasurer at \$12,041.73 plus \$3,000.00 for summer tax collection, second by Manning, roll call vote

taken with Burr, Vanderveer, M. Achatz, Manning and P. Achatz voting yes, there were no nay votes, motion carried.

Motion by Manning to adopt Resolution #2018-4, establishing the salary for the Hillman Township Trustees at \$2,949.92, second by Vanderveer, roll call vote taken with Burr, M. Achatz, P. Achatz, Manning and Vanderveer voting yes, there were no nay votes, motion carried.

**Old Business** – Burr presented drawings from R.S. Scott of the proposed walk way and discussion was held.

The Board then worked on proposed 2018/2019 budgets for the Township and the Community Center.

Meeting adjourned at 10:40 p.m.

Respectfully submitted,

Pamela J. Achatz, Clerk