

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
DECEMBER 10, 2012

The Supervisor called the meeting to order at 7:00 p.m.

Members present: Brandt, Kowalski, Pike, Arnold, Kochany, Miller
Members absent: Malkin

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m.

County Commissioner V. Begick stated the County budget sessions are in progress and explained items they will address in the 2013 budget.

Public Input closed at 7:04 p.m.

Motion by Pike supported by Kochany to adopt the agenda with the addition of secondary recovery & impact on water levels.

Motion carried.

Motion by Miller supported by Pike to approve the minutes of the December 10, 2012 regular meeting as presented.

Motion carried.

Motion by Kochany supported by Kowalski to pay the bills in the amount of \$73,853.69 from General Fund.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

Motion by Kowalski supported by Miller to receive the Treasurer's Report for November 2012.

Motion carried.

Public Hearing of 2013 General Fund Budget

The public hearing of the 2013 General Fund budget opened at 7:10 p.m. No public present spoke regarding the proposed 2013 General Fund Budget. The public hearing closed at 7:11 p.m.

R-2012-023 Resolution Adopting Wages for Elected Officials

Motion by Miller supported by Kowalski to adopt Resolution R-2012-023, a resolution adopting wages for elected township officials as follows:

RESOLUTION ADOPTING WAGES FOR ELECTED TOWNSHIP OFFICIALS

NOW THEREFORE BE IT RESOLVED, that as of January 1, 2013, the wage salary of full time Township elected officials shall be adopted as

follows:

Supervisor	\$ 47,184.84
Clerk	\$ 47,184.84
Treasurer	\$ 47,184.84

BE IT RESOLVED, that as of January 1, 2013, the salaries of elected Township Trustee's shall be adopted at a wage of \$5,352.09 per Trustee, (making a combined total of \$21,408.36 for this office).

Roll call vote:

Yes: Brandt, Kowalski, Pike, Miller

No: Arnold, Kochany

Absent: Malkin

Motion carried.

R-2012-024 Resolution Adopting 2013 Wages for Non-Elected Officials

Motion by Kowalski supported by Kochany to adopt Resolution R-2012-024, a resolution adopting wages for non-elected township personnel as follows:

RESOLUTION ADOPTING WAGES FOR NON-ELECTED TOWNSHIP PERSONNEL

NOW THEREFORE BE IT RESOLVED, that as of January 1, 2013, the wage rates of full-time hourly township employees shall be as follows:

Administrative Secretary	\$ 10.98 per hour
Deputy Clerk	\$ 13.59 per hour
Deputy Treasurer	\$ 11.22 per hour
Fire Chief	\$ 18.51 per hour
Assistant Fire Chief	\$ 17.41 per hour
Fire Captain	\$ 16.62 per hour
Fire Lieutenant	\$ 15.98 per hour

BE IT RESOLVED, that as of January 1, 2013, the wage rates of part-time township hourly employees shall be as follows:

Chief Building Official	\$ 25.50 per hour
Zoning Official	\$ 25.50 per hour
Part-Time Receptionist	\$ 9.36 per hour
Part-Time Fill-In Receptionist	\$ 9.18 per hour
Township Custodian	\$ 8.30 per hour
Park Maintenance Custodian	\$ 8.30 per hour
Weekend Hall Custodian	\$ 8.30 per hour

BE IT RESOLVED, that as of January 1, 2013, the hourly wage rates of Regular On-call Fire Fighters shall be as follows:

First Hour	\$17.71 per hour
Second Hour	\$10.61 per hour
Training Wage	\$ 8.01 per hour

BE IT RESOLVED, that as of January 1, 2013, the hourly wage rates of Probationary On-call Fire Fighters shall be as follows:

First Hour	\$15.92 per hour
Second Hour	\$ 9.55 per hour
Training Wage	\$ 8.01 per hour

BE IT RESOLVED, that as of January 1, 2013, the salaries of full time township salaried employees shall be as follows:

Assessor	\$48,216.80 per year
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BE IT RESOLVED, that as of January 1, 2013, Planning Commission and ZBA Members shall be paid the following for each meeting:

Chairman	\$50.00 per meeting
Vice-Chairman	\$45.00 per meeting
Secretary	\$50.00 per meeting
Members	\$45.00 per meeting

BE IT RESOLVED, that as of January 1, 2013, Board of Review Members shall be paid at a rate of \$10 per hour for each meeting.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

R-2012-025 General Appropriations Act Resolution for 2013

Motion by Kowalski supported by Miller to adopt Resolution R-2012-025, the Monitor Township General Appropriations Resolution for 2013 as follows:

GENERAL APPROPRIATIONS ACT FOR 2013

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR THE CHARTER TOWNSHIP OF MONITOR; TO DEFINE THE POWERS AND DUTIES OF THE MONITOR TOWNSHIP OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET; AND TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION.

The Board of Trustees of the Charter Township of Monitor resolves:

Section 1: Title

This resolution shall be known as the Charter Township of Monitor General Appropriations Act of 2013.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

For charter townships: Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 22, 2012, and November 29, 2012 and a public hearing on the proposed budget was held on December 10, 2012.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2013 including an allocated millage of 1.2290 mills; and various miscellaneous revenues shall total \$1,641,281.28.

Section 6: Millage Levy

The Monitor Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll an amount equal to 1.2290 mills as set forth by the Tax Allocation Board (or as authorized under state law and approved by the electorate).

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2013 for the various township cost centers are as follows:

EXPENSES	<u>2013 BUDGET</u>
(103) TOWNSHIP BOARD	\$ 42,798.32
(170) TOWNSHIP OFFICE	\$ 83,333.20
(171) SUPERVISOR	\$ 64,356.49
(191) ELECTIONS	\$ 6,320.00
(202) AUDITOR	\$ 13,100.00
(209) ASSESSOR	\$ 95,455.98
(210) ATTORNEYS	\$ 28,000.00
(215) CLERK	\$ 153,746.46
(249) BOARD OF REVIEW	\$ 3,003.00
(253) TREASURER	\$ 132,454.57
(265) BUILDINGS & GROUNDS	\$ 64,150.09
(301) POLICE SERVICES	\$ 31,500.00
(331) MARINE ASSESSMENT	\$ 3,089.15
(336) FIRE SERVICES	\$ 564,420.71
(400) PLANNING COMMISSION	\$ 7,443.13
(401) TOWNSHIP PLANNER	\$ 20,000.00
(411) ZONING BOARD OF APPEALS	\$ 4,088.71
(445) DRAINS	\$ 12,043.76
(446) ROADS	\$ 300,000.00

(447) TOWNSHIP ENGINEER	\$ 5,500.00
(448) STREET LIGHTING	\$ 65,000.00
(530) WEED CONTROL	\$ 6,400.00
(536) WATER SERVICE:	\$ 0.00
(751) PARKS AND RECREATION	\$ 34,906.25
TOTAL OPERATING EXPENSES	\$1,741,109.82

Section 8: Adoption of Budget by Reference

The general fund budget of Charter Township of Monitor is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this resolution.

Section 9: Adoption of Budget by Cost Center

The Board of Trustees of the Charter Township of Monitor adopts the 2013 fiscal year General Fund Budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township order for expenditures that exceed appropriations.

Section 11: Emergency Expenditure

Each elected official may in emergency situations expend up to \$7,500.00 from unallocated funds without prior approval of the Township Board. The official must make a detailed report of these expenditures at the next regular or special meeting of the Board.

Section 12: Periodic Fiscal Reports

The fiscal officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to:

- A. A summary statement of the actual financial condition of the general fund at the end of the previous quarter (month);
- B. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current fiscal year to the end of the previous quarter (month);
- C. A detailed list of:

- I. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
- II. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

Section 13: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 14: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 15: Violations of This Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978) and the Charter Township of Monitor Personnel Policy Section 10.1-10.3.

Section 16: Board Adoption

Motion by Kowalski supported by Miller to adopt the foregoing resolution.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Construction Code Enforcement Fund Budget

Motion by Kowalski supported by Pike to adopt the 2013 Construction Code Enforcement Fund Budget as follows:

REVENUE	2013 Budget	Acct Number
<i>Due from General Fund</i>		249-000-080
<i>Construction Permit Fees</i>	\$ 90,000.00	249-000-476
<i>Special Hearing Fees</i>		249-000-620
<i>Investment Income</i>	\$ 5,000.00	249-000-665
<i>Miscellaneous Income</i>		249-000-695
Total Revenue	\$ 95,000.00	

EXPENSES		Acct Number
<i>Administrator Wage</i>	\$ 26,520.00	249-371-702
<i>Building Inspector Wage</i>	\$ 26,520.00	249-371-702
<i>Clerical Wages</i>	\$ 8,000.00	249-371-703
<i>Electrical Inspector Wages</i>	\$ 15,000.00	249-371-704
<i>Plumbing Inspector Wages</i>	\$ 4,000.00	249-371-705
<i>Mechanical Inspector Wages</i>	\$ 10,000.00	249-371-706
<i>On-Call Building Inspector Wages</i>	\$ -	249-371-707
<i>Board of Appeals Wages</i>		249-371-708
<i>Custodian</i>	\$ 2,200.00	249-371-709
<i>Supplies</i>	\$ 3,000.00	249-371-727
<i>Professional Services</i>	\$ 100.00	249-371-801
<i>Medical Insurance</i>	\$ -	249-371-834
<i>Telephone</i>	\$ 1,600.00	249-371-850
<i>General Insurance</i>	\$ 1,418.18	249-371-851
<i>Life & Disability Insurance</i>	\$ -	249-371-855
<i>Automobile Mileage</i>	\$ 1,000.00	249-371-860
<i>Workman's Compensation Ins.</i>	\$ 744.30	249-371-871
<i>Pension Benefits</i>	\$ -	249-371-874
<i>Payroll Taxes</i>	\$ 6,276.06	249-371-875
<i>Bank Charges</i>	\$ 40.00	249-371-890
<i>Publishing and Printing</i>	\$ -	249-371-900
<i>Utilities</i>	\$ 1,000.00	249-371-920
<i>Repairs and Maintenance</i>	\$ 1,800.00	249-371-930
<i>Miscellaneous Expenses</i>	\$ 50.00	249-371-956
<i>Conventions and Seminars</i>	\$ 1,500.00	249-371-957
<i>Dues and Subscriptions</i>	\$ 1,700.00	249-371-960
<i>Equipment and Furniture</i>	\$ 1,000.00	249-371-980
<i>Leases</i>	\$ 500.00	249-371-983
<i>Maintenance Agreements</i>	\$ 2,300.00	249-371-984

Total Expenses	\$ 116,268.54	
Less Total Revenue	\$ 95,000.00	
Operational Surplus	\$ (21,268.54)	
Beginning Fund Balance		
Ending Fund Surplus		

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Liquor Control Fund Budget

Motion by Kowalski supported by Kochany to adopt the 2013 Liquor Control Fund Budget as follows:

REVENUE	<u>2013 Budget</u>	<u>Acct Number</u>
<i>Due from General Fund</i>	\$ -	212-000-080
<i>Due from State of MI-Liq. License Fees</i>	\$ 5,300.00	212-000-451
<i>Investment Interest Revenue</i>	\$ -	212-000-665
<i>Total Revenue</i>	\$ 5,300.00	

EXPENSES		<u>Acct Number</u>
<i>Due to Gen. Fund for Road Patrol</i>	\$ 5,290.00	212-301-801
<i>Bank Charges</i>	\$ 10.00	212-000-890
<i>Total Expenses</i>	\$ 5,300.00	
<i>Less Total Revenue</i>	\$ 5,300.00	
<i>Operational Surplus</i>	\$ -	

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Public Safety Fund Budget

Motion by Brandt supported by Pike to adopt the 2013 Public Safety Fund Budget as follows:

REVENUE	<u>2013 Budget</u>	<u>Acct Number</u>
<i>Public Safety Millage-Special Assessment</i>	\$ 254,231.88	205-000-408
<i>Grants/other income</i>	\$ -	205-000-501.000
<i>Intergovernmental Revenue</i>	\$ -	205-000-582.000
<i>Proceeds from Note Issuance</i>	\$ -	205-000-698
<i>Investment Interest Revenue</i>	\$ 1,000.00	205-000-665
<i>Grant/Misc Revenue</i>	\$ -	205-000-695
<i>Total Revenue</i>	\$ 255,231.88	

EXPENSES		<u>Acct Number</u>
<i>Road Patrol</i>	\$ 120,000.00	205-000-801
<i>Bank Charges</i>	\$ -	205-000-890
<i>Fire Vehicles/Replacement</i>	\$ 114,231.88	205-000-980
<i>Fire Department Equipment/Expense</i>	\$ 20,000.00	205-000-980-001
<i>Interest on Note</i>	\$ -	205-905-876-000
<i>Principal on Note Payable</i>	\$ -	205-905-876-001
<i>Transfers Out-Control</i>	\$ -	205-965-000.000
<i>Total Expenses</i>	\$ 254,231.88	
<i>Less Total Revenue</i>	\$ 255,231.88	
<i>Operational Surplus</i>	\$ 1,000.00	

Beginning Fund Balance

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Sewer Fund Budget

Motion by Miller supported by Kowalski to adopt the 2013 Sewer Fund Budget as follows:

REVENUE	<u>2013 Budget</u>	<u>Acct Number</u>
<i>Special Assessment-Sewer</i>	\$ 22,438.38	590-000-408
<i>Interest on Tap Fees</i>	\$ -	590-000-446
<i>Tap Fees</i>	\$ 25,000.00	590-000-477
<i>Investment Interest Revenue</i>	\$ 10,000.00	590-000-665
Total Revenue	\$ 57,438.38	

EXPENSES		<u>Acct Number</u>
<i>Engineering Fees</i>	\$ -	590-447-801
<i>Bank Charges</i>	\$ -	590-536-890
<i>DWS Capital Improvement</i>	\$ -	590-536-973
Total Expenses	\$ -	
Less Total Revenue	\$ 57,438.38	
Operational Surplus	\$ 57,438.38	

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Solid Waste Budget

Motion by Kowalski supported by Kochany to adopt the 2013 Solid Waste Fund Budget as follows:

REVENUE	<u>2013 Budget</u>	<u>Acct Number</u>
<i>Due from General Fund</i>	\$ -	226-000-080
<i>Special Assessment Revenue</i>	\$ 555,120.00	226-000-408
<i>Tag Sales Revenue</i>	\$ -	226-000-628
<i>Recycle Bins</i>	\$ 250.00	226-000-629
<i>Investment Interest Revenue</i>	\$ 600.00	226-000-665
Total Revenue	\$ 555,970.00	

EXPENSES		<u>Acct Number</u>
<i>Due to General Fund</i>	\$ -	226-000-214
<i>Supplies</i>	\$ -	226-528-727
<i>Waste Services</i>	\$ 555,120.00	226-528-801
<i>Other Attorney Fees</i>	\$ -	226-528-803
<i>Tag /Recycle Bin Expense</i>	\$ 750.00	226-528-804
<i>Bank Charges</i>	\$ -	226-528-890
<i>Publishing and Printing</i>	\$ 550.00	226-528-900
Total Expenses	\$ 556,420.00	
Less Total Revenue	\$ 555,970.00	
Operational Surplus	\$ (450.00)	

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None
 Absent: Malkin
 Motion carried.

2013 Waterline Expansion (Capital Projects) Budget

Motion by Kowalski supported by Miller to adopt the 2013 Waterline Expansion (Capital Projects) Fund Budget as follows:

REVENUE	<u>2013 Budget</u>	<u>Acct Number</u>
<i>Tap Fees Received</i>	\$ 8,000.00	401-000-477
<i>Interest & Penalties on Tax</i>	\$ -	401-000-445
<i>Investment Interest Revenue</i>	\$ 3,000.00	401-000-665
<i>Proceeds from sale of Bonds</i>	\$ -	401-000-698
<i>DWS to reimburse</i>	\$ -	401-000-699
<i>Total Revenue</i>	\$ 11,000.00	

EXPENSES		<u>Acct Number</u>
<i>Bank Charges</i>	\$ 200.00	401-000-890
<i>Attorney Fees</i>	\$ -	401-210-802
<i>Other Attorney Fees</i>	\$ -	401-210-803
<i>Engineering Fees</i>	\$ 2,000.00	401-447-801
<i>Publishing & Printing</i>	\$ -	401-536-900
<i>Repairs & Maintenance</i>	\$ -	401-536-930
<i>Waterline Expansion</i>	\$ -	401-536-972
<i>Total Expenses</i>	\$ 2,200.00	
<i>Less Total Revenue</i>	\$ 11,000.00	
<i>Operational Surplus</i>	\$ 8,800.00	

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Township Meeting Dates

Motion by Pike supported by Kowalski to adopt the Township meeting dates for 2013 as follows:

2013 Township Board Meeting Dates

Monday	January 14, 2013	Monday	June 24, 2013
Monday	January 28, 2013	Monday	July 08, 2013
Monday	February 11, 2013	Monday	July 22, 2013
Monday	February 25, 2013	Monday	August 12, 2013
Monday	March 11, 2013	Monday	August 26, 2013
Monday	March 25, 2013	Monday	September 09, 2013
Monday	April 08, 2013	Monday	September 23, 2013
Monday	April 22, 2013	Monday	October 28, 2013
Monday	May 13, 2013	Monday	November 25, 2013
Monday	June 10, 2013	Monday	December 09, 2013

* No Board Meeting Scheduled for Monday December 23, 2013 ó Christmas Holiday

2013 Planning Commission Meeting Dates

Wednesday	January 2, 2013*	Tuesday	July 2, 2013
Tuesday	February 5, 2013	Tuesday	August 6, 2013
Tuesday	March 5, 2013	Tuesday	September 3, 2013
Tuesday	April 2, 2013	Tuesday	October 1, 2013
Tuesday	May 7, 2013	Tuesday	November 5, 2013
Tuesday	June 4, 2013	Tuesday	December 3, 2013

*January 2013 Meeting scheduled for Wednesday due to New Years Holiday.

2013 Tentative ZBA Meeting Dates

ZBA meetings are held only as needed. The following dates have been set should a meeting date be needed.

Thursday	January 17, 2013	Thursday	July 18, 2013
Thursday	February 21, 2013	Thursday	August 15, 2013
Thursday	March 21, 2013	Thursday	September 19, 2013
Thursday	April 18, 2013	Thursday	October 17, 2013
Thursday	May 16, 2013	Thursday	November 21, 2013
Thursday	June 20, 2013	Thursday	December 19, 2013

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

2013 Township Holidays

Motion by Kowalski supported by Arnold to adopt the 2013 Township Holidays as follows:

2013 Township Holidays

January 1	New Year's Day
January 21	Martin Luther King Day
February 18	President's Day
March 29	Good Friday
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
October 14	Columbus Day
November 11	Veterans Day
November 28, 29	Thanksgiving & Thanksgiving Friday
December 24	Christmas Eve
December 25	Christmas
December 31	New Year's Eve

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

First Reading Ordinance 52-S Amending Zoning Ordinance 52 - Residential Structures

Motion by Miller supported by Kowalski to have this meeting serve as First Reading of Ordinance 52-S, an ordinance amending the zoning ordinance of the Charter Township of Monitor (Ordinance No. 52) to revise the design standards for residential structures constructed or located in Monitor Township and to provide penalties for the violation of such regulation, and to set Second Reading of this ordinance to the next regular meeting of January 14, 2013.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

First Reading Ordinance 52-T Amending Zoning Ordinance 52 - Signs

Motion by Miller supported by Pike an ordinance amending the zoning ordinance of the Charter Township of Monitor (Ordinance No. 52) to define and regulate signs and billboards within residential, commercial, and industrially zoned areas in the township and to provide penalties for the violation of such regulation, and to set Second Reading of this ordinance to the next regular meeting of January 14, 2013.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Kochany, Miller

No: Arnold

Absent: Malkin

Motion carried.

Fire Department 2012 Vacation Request

The Fire Chief submitted a memo to the board dated November 28, 2012, stating due to his recent surgery and recovery period away from the department, the remaining full-time duty officers have been unable to take vacation time. Based on this circumstance, Chief Kramer is requesting the board to approve payment for any officer who has vacation days coming to be paid for them if they are not able to use them by the end of the year. Chief Kramer states his officers have stepped up, covered his shifts and worked very hard to keep the department running normally.

Motion by Kowalski supported by Miller that based on a similar motion adopted at the board's November 26, 2012 meeting, to approve any written payment request that are received from individual full-time fire department duty officers, for vacation time earned but are unable to take in 2012 due to the reasons stated in the Fire Chief's November 28, 2012 memo to the board.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Miller

No: None

Absent: Malkin

Motion carried.

Secondary Recovery & Impact On Water Levels

Miller stated he attended a meeting recently at which the negative impact secondary recovery has on the water levels of the Great Lakes were discussed. Miller would like the board to support efforts to protect Michigan's drinking water supply and offered to draft a resolution.

Brandt stated without any information, the board cannot make a decision if we would be interested in adopting the kind of resolution Miller is proposing.

Miller will provide a draft resolution for the next regular meeting.

Department Reports

Pike stated she received a letter from Delta College dated December 5, 2012, stating their intention to collect summer taxes. They request if Bay, Midland & Saginaw County City & Township Treasurers will be collecting summer taxes in 2013 for the city, township, school district or intermediate school district, they request the collection of 2013 Delta College taxes at that time. Pike reminded the board a new agreement had to be negotiated with Bay City Public Schools in 2010 when Delta College and Bay Arenac ISD moved the collection of their taxes from summer to winter three years ago. It is unknown if ISD will decide to stay on the winter bill or revert back to summer tax collection. In any event, it will be necessary to begin negotiations in early 2013.

The meeting adjourned at 8:10 p.m.

Cindy L. Kowalski, Clerk

Gary A. Brandt, Supervisor