

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
NOVEMBER 25, 2013

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

Members present: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller
Members absent: None
Also present: R. Austin, Township Attorney

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m.

County Commissioner V. Begick stated the County was working on their 2014 budget and planned to adopt it at their regular December 10, 2013 meeting.

Begick also thanked the board for the Lions Club use of the hall.

Public Input closed at 7:04.

Motion by Miller supported by Kochany to adopt the agenda with the addition of Zoning & Code Assistant.

Motion carried.

Motion by Pike supported by Miller to approve the minutes of the October 28, 2013 regular meeting as presented.

Motion carried.

Motion by Miller supported by Arnold to approve the minutes of the November 12, 2013 special meeting as presented.

Motion carried.

Motion by Kochany supported by Pike to pay the bills in the amount of \$40,205.08 from General Fund.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Motion by Kowalski supported by Miller to receive the Treasurer's Report for October 2013.

Motion carried.

2014 Budget Public Hearing

The public hearing of the 2014 General Fund budget opened at 7:08 p.m. No public present spoke regarding the proposed 2014 General Fund Budget. The public hearing closed at 7:08 p.m.

R-2013-014 Resolution Adopting Wages for Elected Officials

Motion by Miller supported by Kowalski to adopt Resolution R-2013-014, 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, 2014, the wage salary of full time Township elected officials shall be adopted as follows:

Supervisor	\$ 48,128.54
Clerk	\$ 48,128.54
Treasurer	\$ 48,128.54

BE IT RESOLVED, that as of January 1, 2014, the salaries of elected Township Trustee's shall be adopted at a wage of \$5,459.13 per Trustee, (making a combined total of \$21,836.52 for this office).

Roll call vote:

Yes: Kowalski, Pike, Arnold, Malkin, Miller

No: Brandt, Kochany

Absent: None

Motion carried.

R-2013-015 Resolution Adopting 2014 Wages for Non-Elected Officials

Motion by Malkin supported by Pike to adopt Resolution R-2013-015, 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, 2014, the wage rates of full-time hourly township employees shall be as follows:

Administrative Secretary	\$ 11.20 per hour
Deputy Clerk	\$ 13.86 per hour
Deputy Treasurer	\$ 11.44 per hour
Fire Chief	\$ 18.88 per hour
Assistant Fire Chief	\$ 17.76 per hour
Fire Captain	\$ 16.95 per hour
Fire Lieutenant	\$ 16.30 per hour

BE IT RESOLVED, that as of January 1, 2014, the wage rates of part-time township hourly employees shall be as follows:

Building Official & Inspector	
50% of Building Permit Fees	
80% of Plan Review Fees	
Meeting/Training Wage	\$ 26.01 per hour

Electrical, Plumbing, & Mechanical Inspectors	
80% of Building Permit Fees & Plan Review Fees	

Zoning Administrator	\$ 20.40 per hour
Zoning & Code Enforcement Assistant	\$ 9.69 per hour
Part-Time Fill-In Receptionist	\$ 9.36 per hour
Part-Time Fill-In Receptionist- Zoning & Code Enforcement Assistant	\$ 9.69 per hour
Township Custodian	\$ 8.47 per hour
Weekend Hall Custodian	\$ 8.47 per hour
Park Maintenance Custodian	\$ 8.47 per hour
Park Custodian - \$550/Month for the Park Season	

BE IT RESOLVED, that as of January 1, 2014, the hourly wage rates of Regular On-call Fire Fighters shall be as follows:

First Hour	\$18.06 per hour
Second Hour	\$10.82 per hour
Training Wage	\$ 8.17 per hour

BE IT RESOLVED, that as of January 1, 2014, the hourly wage rates of Probationary On-call Fire Fighters shall be as follows:

First Hour	\$16.242 per hour
Second Hour	\$ 9.74 per hour
Training Wage	\$ 8.17 per hour

BE IT RESOLVED, that as of January 1, 2014, the salaries of full time township salaried employees shall be as follows:

Assessor	\$49,181.14 per year
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BE IT RESOLVED, that as of January 1, 2014, 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, 2014, 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, Malkin, Miller

No: None

Absent: None

Motion carried.

R-2013-016 General Appropriations Act Resolution for 2014

Motion by Kowalski supported by Kochany to adopt Resolution R-2013-016, the Monitor Township General Appropriations Resolution for 2014 as follows:

GENERAL APPROPRIATIONS ACT FOR 2014

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 2014.

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 7, 2013, and November 14, 2013 and a public hearing on the proposed budget was held on November 25, 2013.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2014 including an allocated millage of 1.2290 mills; and various miscellaneous revenues shall total \$1,666,848.80.

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 2014 for the various township cost centers are as follows:

EXPENSES	<u>2014 BUDGET</u>
(103) TOWNSHIP BOARD	\$ 39,660.38
(170) TOWNSHIP OFFICE	\$ 82,015.79
(171) SUPERVISOR	\$ 64,182.65
(191) ELECTIONS	\$ 23,211.25
(202) AUDITOR	\$ 13,100.00
(209) ASSESSOR	\$ 99,698.28
(210) ATTORNEYS	\$ 30,000.00
(215) CLERK	\$ 160,664.57
(249) BOARD OF REVIEW	\$ 2,272.40
(253) TREASURER	\$ 139,761.96
(265) BUILDINGS & GROUNDS	\$ 66,024.35
(301) POLICE SERVICES	\$ 31,300.00
(331) MARINE ASSESSMENT	\$ 2,400.00
(336) FIRE SERVICES	\$ 569,125.42
(400) PLANNING COMMISSION	\$ 5,238.93
(401) TOWNSHIP PLANNER	\$ 12,000.00
(410) ZONING/ORDINANCE DEPT.	\$ 21,790.93
(411) ZONING BOARD OF APPEALS	\$ 3,529.78
(445) DRAINS	\$ 7,380.00
(446) ROADS	\$ 270,000.00
(447) TOWNSHIP ENGINEER	\$ 4,000.00
(448) STREET LIGHTING	\$ 63,000.00
(530) WEED CONTROL	\$ 6,600.00
(536) WATER SERVICE:	\$ 0.00
(751) PARKS AND RECREATION	\$ 24,830.10
TOTAL OPERATING EXPENSES	\$1,741,786.79

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 2014 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 made by Kowalski supported by Kochany to adopt the foregoing resolution.

Roll call vote:

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

No: Brandt

Absent: None

Motion carried.

2014 Construction Code Enforcement Fund Budget

Motion by Kowalski supported by Malkin to adopt the 2014 Construction Code Enforcement Fund Budget as follows:

2014 Construction Code Enforcement Fund Budget

REVENUE	2014 Budget	Acct Number
Due from General Fund		249-000-080
Construction Permit Fees - Other	\$ 35,000.00	249-000-476
Building Permit Fees	\$ 50,000.00	249-000-478
Building Plan Review Fees	\$ 900.00	249-000-608
Plan Review Fees - Other	\$ 800.00	249-000-609
Zoning Plan Review	\$ -	249-000-610
Special Hearing Fees	\$ -	249-000-620
Investment Income	\$ 2,500.00	249-000-665
Miscellaneous Income		249-000-695
<hr/> Total Revenue	\$ 89,200.00	

EXPENSES		<i>Acct Number</i>
Administrator Wage	\$ -	249-371-702
Building Inspector Wage	\$ 25,720.00	249-371-702
Clerical	\$ 6,967.00	249-371-703
Electrical Inspector Wages	\$ 12,500.00	249-371-704
Plumbing Inspector Wages	\$ 4,000.00	249-371-705
Mechanical Inspector Wages	\$ 10,000.00	249-371-706
On-Call Building Inspector Wages	\$ -	249-371-707
Const. Board of Appeals Wages	\$ -	249-371-708
Custodian	\$ 2,200.00	249-371-709
Ordinance Administrator Wage	\$ 4,243.20	249-371-712
Zoning & Code Assistant Wages	\$ 8,062.08	249-371-713
Supplies	\$ 3,000.00	249-371-727
Professional Services	\$ 100.00	249-371-801
Medical Insurance	\$ -	249-371-834
Telephone	\$ 1,600.00	249-371-850
General Insurance	\$ 1,418.18	249-371-851
Life & Disability Insurance	\$ -	249-371-855
Automobile Mileage	\$ 2,000.00	249-371-860
Workman's Compensation Ins.	\$ 744.30	249-371-871
Pension Benefits	\$ -	249-371-874
Payroll Taxes	\$ 5,637.46	249-371-875
Bank Charges	\$ -	249-371-890
Publishing-Postage and Printing	\$ -	249-371-900
Utilities	\$ 1,000.00	249-371-920
Repairs and Maintenance	\$ 1,800.00	249-371-930
Miscellaneous Expenses	\$ 50.00	249-371-956
Conventions and Seminars	\$ 2,000.00	249-371-957
Dues and Subscriptions	\$ 2,000.00	249-371-960
Equipment and Furniture	\$ 1,800.00	249-371-980
Leases	\$ 500.00	249-371-983
Maintenance Agreements	\$ 800.00	249-371-984
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Total Expenses	\$ 98,142.22	
Less Total Revenue	\$ 89,200.00	
Operational Surplus	\$ (8,942.22)	
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Beginning Fund Balance		
Ending Fund Surplus		

Roll call vote:

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

No: None

Absent: None

Motion carried.

2014 Liquor Control Fund Budget

Motion by Pike supported by Kowalski to adopt the 2014 Liquor Control Fund Budget as follows:

REVENUE	<u>2014 Budget</u>	<u>Acct Number</u>
Due from General Fund	\$ -	212-000-080
Due from State of MI-Liq. License Fees	\$ 5,500.00	212-000-451
Investment Interest Revenue	\$ -	212-000-665
<hr/>		
Total Revenue	\$ 5,500.00	

EXPENSES		<u>Acct Number</u>
<i>Due to Gen. Fund for Road Patrol</i>	\$ 5,500.00	212-301-801
<i>Bank Charges</i>	\$ -	212-000-890
<hr/> <i>Total Expenses</i>	\$ 5,500.00	
<i>Less Total Revenue</i>	\$ 5,500.00	
<i>Operational Surplus</i>	\$ -	
<i>Beginning Fund Balance</i>	\$ 100.00	
<i>Ending Fund Surplus</i>	\$ 100.00	

Roll call vote:

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

No: None

Absent: None

Motion carried.

2014 Public Safety Fund Budget

Motion by Kowalski supported by Pike to adopt the 2014 Public Safety Fund Budget as follows:

REVENUE	<u>2014 Budget</u>	<u>Acct Number</u>
<i>Public Safety Millage-Special Assessment</i>	\$ 248,471.77	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>	\$ 700.00	205-000-665
<i>Grant/Misc Revenue</i>	\$ -	205-000-695
<hr/> <i>Total Revenue</i>	\$ 249,171.77	

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>	\$ 408,182.00	205-000-980
<i>Fire Department Equipment/Expense</i>	\$ 15,000.00	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
<hr/> <i>Total Expenses</i>	\$ 543,182.00	
<i>Less Total Revenue</i>	\$ 249,171.77	
<i>Designated Equity for 2014 Truck Purchase</i>	\$ 294,010.23	
<i>Operational Surplus</i>	\$ -	

Roll call vote:

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

No: None

Absent: None

Motion carried.

2014 Sewer Fund Budget

Motion by Kochany supported by Miller to adopt the 2014 Sewer Fund Budget as follows:

REVENUE	<u>2014 Budget</u>	<u>Acct Number</u>
<i>Special Assessment-Sewer</i>	\$ 21,154.47	590-000-408
<i>Interest on Tap Fees</i>	\$ -	590-000-446
<i>Tap Fees</i>	\$ 40,000.00	590-000-477
<i>Investment Interest Revenue</i>	\$ 10,000.00	590-000-665
<i>Total Revenue</i>	\$ 71,154.47	

EXPENSES		<u>Acct Number</u>
<i>Engineering Fees</i>	\$ 25,000.00	590-447-801
<i>Bank Charges</i>	\$ -	590-536-890
<i>DWS Capital Improvement</i>	\$ -	590-536-973
<i>Total Expenses</i>	\$ 25,000.00	
<i>Less Total Revenue</i>	\$ 71,154.47	
<i>Operational Surplus</i>	\$ 46,154.47	

Roll call vote:

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

No: None

Absent: None

Motion carried.

2014 Solid Waste Budget

Motion by Miller supported by Arnold to adopt the 2014 Solid Waste Fund Budget as follows:

REVENUE	<u>2014 Budget</u>	<u>Acct Number</u>
<i>Due from General Fund</i>		226-000-080
<i>Special Assessment Revenue</i>	\$ 485,641.97	226-000-408
<i>Tag Sales Revenue</i>	\$ -	226-000-628
<i>Recycle Bins</i>	\$ 200.00	226-000-629
<i>Investment Interest Revenue</i>	\$ 200.00	226-000-665
<i>Total Revenue</i>	\$ 486,041.97	

EXPENSES		<u>Acct Number</u>
<i>Due to General Fund</i>	\$ -	226-000-214
<i>Supplies</i>	\$ -	226-528-727
<i>Waste Services</i>	\$ 499,633.20	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>	\$ 600.00	226-528-900
<i>Total Expenses</i>	\$ 500,983.20	
<i>Less Total Revenue</i>	\$ 486,041.97	
<i>Operational Surplus</i>	\$ (14,941.23)	

Roll call vote:

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

No: None

Absent: None

Motion carried.

2014 Waterline Expansion (Capital Projects) Budget

Motion by Brandt supported by Malkin to adopt the 2014 Waterline Expansion (Capital Projects) Fund Budget as follows:

REVENUE	<u>2014 Budget</u>	<u>Acct Number</u>
<i>Tap Fees Received</i>	\$ 18,000.00	401-000-477
<i>Interest & Penalties on Tax</i>		401-000-445
<i>Investment Interest Revenue</i>		401-000-665
<i>Proceeds from sale of Bonds</i>		401-000-698
<i>DWS to reimburse</i>	\$ -	401-000-699
<hr/> <i>Total Revenue</i>	<hr/> \$ 18,000.00	

EXPENSES		<u>Acct Number</u>
<i>Bank Charges</i>	\$ -	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
<hr/> <i>Total Expenses</i>	<hr/> \$ 2,000.00	
<i>Less Total Revenue</i>	\$ 18,000.00	
<i>Operational Surplus</i>	\$ 16,000.00	

Roll call vote:

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

No: None

Absent: None

Motion carried.

PA 116 Application ó Luke & Beth Meylan

Motion by Kowalski supported by Malkin to approve the Farmland Preservation PA 116 application submitted by Luke & Beth Meylan for 65.95 acres of parcel 09-100-022-400-120-00, for a term of 90 years.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Fireworks Permit Application ó K. Krzyminski

Motion by Malkin supported by Pike to approve the fireworks permit submitted by Kevin Krzyminski for a fireworks display at 3763 Four Mile Rd., on January 1, 2014, contingent upon Fire Department inspection of the site prior to the event.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Proposed DDA 2014 Budget

DDA Chairman B. Bartlett presented the DDA Budget for 2014. Bartlett stated the budget reflects a 2% increase from 2013. At the end of 2013, \$333,000 is remaining on the NMLI loan. It is estimated it may be 2-3 years before the loan is paid and the DDA sunset goes into effect. The DDA has been working with Bay Futures to promote the DDA Park.

Motion by Malkin supported by Miller to approve the DDA Budget for 2014 as follows:

Charter Township of Monitor DDA

Revenue and Expenses for Budget Purposes

	<u>Proposed 2014 Budget</u>
<u>REVENUE</u>	
Tax Increment Revenue	\$380,481.67
Grant Revenue	
Interest Earned	\$ 498.79
Proceeds from Sale of Land	
Other Income-Tax reim.from state/twp.	
TOTAL REVENUE	\$380,980.46
<u>EXPENSES</u>	
Contracted Services	\$ 16,800.00
** Non-Contracted Services-DDA employee	
** Administration Fee Township	
** Payroll Taxes	
** Ins.,Life,Disblty,wcomp BCBS	
** Pension	
** Office Insurance	
** Phone	\$ 1,160.00
** Postage	\$ 300.00
Office Expense	\$ 800.00
Insurance	\$ 1,100.00
Auditing	\$ 6,400.00
Utilities	
Legal Fees - General	\$ 13,000.00
Legal Fees - Other	\$ 3,800.00
Property Taxes	\$ 1,870.00
Permit Fees and Site Review	
Selling Expense	
Printing/Marketing/Web	\$ 5,000.00
Consulting Fees	
Maintenance	\$ 15,000.00
Property Improvements and Landscape	\$ 3,000.00
Contingencies	
Meetings/Travel	\$ 2,000.00
Engineering and Construction/Entrance's	
ISTEA Grant	
Miscellaneous	\$ 3,000.00
Development & TIF Plan Expense	
Owners Association Fees	\$ 9,950.00

Debt Service - Principal	
Bay Future Inc.	\$ 10,000.00
East Central Mi Planning & Dev.	
Chamber of Commrce	\$ 960.00
Michigan Downtown Association	\$ 250.00
Straits Drive Relocation final payment	
South Valley Center Road Rebuild	
Total Administrative Expenditures	\$ 94,390.00
Less Total Revenues	\$380,980.46
Capitail Project Repair-SVCRR	\$150,000.00
NMLI Development Payment	\$347,146.43
Operational SURPLUS/ (shortage)	\$33,781.03

Roll call vote:

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

No: None

Absent: None

Motion carried.

First Reading of Ordinance 52-U Regulating Yard/Rummage Sales and Ordinance Penalty Provisions

Motion by Malkin supported by Miller to have this meeting serve as First Reading of Ordinance 52-U, an Ordinance amending Zoning Ordinance 52 to regulate yard/rummage sales and the ordinance penalty provisions and set second reading and adoption for the December 9, 2013 regular meeting.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Proposals for Main Office Copier

Motion by Miller supported by Malkin to accept the quote and purchase a Cannon 6065 copier from Brady Business Systems in the amount of \$15,487.98.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Fire Chief Recommendation ó Resignation of On-Call Firefighter E. Arnold

Motion by Kowalski supported by Malkin to accept the resignation of on-call firefighter E. Arnold effective November 1, 2013 as recommended by the Fire Chief in his letter to the board dated November 8, 2013.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Fire Chief Recommendation ó Resignation of On-Call Firefighter T. Wright

Motion by Kowalski supported by Miller to accept the resignation of on-call firefighter T. Wright effective November 11, 2013 as recommended by the Fire Chief in his letter to the board dated November 12, 2013.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Hall Request ó Annual Fire Department Christmas Party

Motion by Malkin supported by Kowalski to grant the Fire Department's request for use of the township hall on December 6, 2013 for their annual Christmas Party; signed contract, all fees waived.

Roll call vote:

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

No: None

Absent: None

Motion carried.

Fences in C Districts

The Supervisor submitted a memo to the board regarding inconsistencies in the zoning ordinance that pertain to fencing requirements/regulations. The Clerk provided printouts of all sections of the ordinance where fence(s) are referenced.

Austin stated some fence provisions in the zoning ordinance are consistent district to zoning district; some are more inconsistent. If this is going to be referred to the Planning Commission, Austin questioned if we would want to create a separate chapter in the ordinance for fences and have reference to this chapter in the various sections or leave it the way it is currently with revisions.

Malkin stated there are other standalone ordinances outside of the zoning ordinance that regulate fencing. Malkin advised these ordinances too should be reviewed to insure consistency in the regulations.

Motion by Malkin supported by Miller to send the Supervisor's memo and the material provided by the Clerk to the Planning Commission to review the fence provisions in the Zoning Ordinance and any stand alone ordinances.

Motion carried.

Fire Station Generator Update

The Fire Chief, in a memo to the board dated November 21, 2013, gave an update regarding the November 16/17th storm and the subsequent power outage. Kramer stated the power went out at 0200 hours and was not restored until 1900 hours. The generator we have currently supplied power to one light in the apparatus bay, the bay doors, the radios and the desk lights in the radio room. There was no power to provide heat or to run the refrigerators. Kramer is asking to do research to determine what it would take to update the generator to more fully power the station

during an outage. The research would include size, cost and connections to the current electrical system.

Arnold stated in order to gather this information an engineering review would be needed. Kowalski and Kochany recalled a few years back when the township was approached by the County Emergency Manager to apply for a grant to cover this. At that time a building electrical review was done to determine the generator size and hook-up requirements. If this material could be found, an engineering review would not be needed.

Motion by Malkin supported by Arnold to table the Fire Chief's fire station generator update to the next regular meeting in order to obtain more information.

Motion carried.

Zoning & Code Assistant

Y. Niemiec has accepted a new position outside of the township and gave her two weeks notice on November 12, 2013. Her last day of work as Zoning and Code Assistant is November 22, 2013.

The Supervisor/Personnel Committee would like to hire Carol Goodwin as the Zoning and Code Assistant and have her work in conjunction with Ms. Niemiec for the period of November 13, 2013 through November 22, 2013, taking over the position on November 25, 2013.

Motion by Miller supported by Pike to hire Carol Goodwin as the Zoning and Code Assistant at a rate of \$9.50/hr effective November 13, 2013 and for the Personnel Committee review the position in 90 days.

Roll call vote:

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

No: None

Absent: None

Motion carried.

The meeting adjourned at 8:45 p.m.

Cindy L. Kowalski, Clerk

Gary A. Brandt, Supervisor