

**FORD RIVER TOWNSHIP REGULAR BOARD MEETING
July 9, 2018 FORD RIVER TOWNSHIP HALL**

Called to order at 7:04 p.m. by Rachael Fontaine, who led the Pledge of Allegiance.

Members present: R. Fontaine, A. Wagner D. Wellman, H. Coyne

Members absent: G. Boudreau

Audience sheet attached.

PUBLIC COMMENT ON AGENDA ITEMS

No public comment

AGENDA

Moved, R. Fontaine, seconded, A. Wagner, CARRIED to approve the Agenda.

MINUTES

Moved, A. Wagner, seconded, H. Coyne, CARRIED to accept the Township Board regular meeting minutes for June, 2018.

REPORTS

Received Reports.

- a. June 2018 Financial Reports: A. Wagner reports that Treasurer and Clerk were in balance with the bank. Budget needs to be looked at again to show proper end balance.

No Motion to accept financial report as still needs to be corrected.

- b. Zoning Administrator Report for June, 2018: Zoning Administrator reports that two of the members of Planning Commission were previous employees making them ineligible. These two members stepped down at the last meeting. The Zoning Board of Appeals also had a member who is a temporary maintenance employee making him ineligible. He has since stepped down from Zoning Board of Appeals. The Township is now looking to fill these positions. There will need to be another public hearing for Mr. Penokie. Administrator has notified Mr. Penokie. An ad will be placed in the Daily Press looking for applicants.

Moved, H. Coyne, seconded A. Wagner, CARRIED to accept Zoning Administrator report June 2018.

- c. Assessor Report June, 2018: July Board of Review is July 17, 2018 5:30 P.M. to 7:30 P.M.

Moved, A. Wagner, seconded H. Coyne, CARRIED to accept Assessor Report June 2018.

CONSENT AGENDA ITEMS

- a. Delta Solid Waste Management Authority Regular May Meeting Minutes
- b. Ford River Township Zoning Board of Appeals March Meeting Minutes
- c. Ford River Township Planning Commission Regular June Meeting Minutes.
- d. Par Plan News
- e. Letter from U.S. Army Corps of Engineers stating that on August 1, 2018 there will be a workshop at the Civic Center to understand permit requirements for Waterways, and Wetlands.

FIRE DEPARTMENT BUSINESS

Received the Fireman's Report for June 2018– Maintenance Reports/Treasurer's Report:

Brian Nelson, Fire Chief, was present

a. Fire Report:

Moved, R. Fountaine, seconded, A. Wagner, CARRIED to the accept the Fire report.

b. Fire Chief Updates: Fire chief states there were 2 calls in June. Brian has received another grant from Plains American for \$5000.00 to use towards Jaws of Life Equipment. Out of the \$29,310.00 \$28,000.00 came from grant money. Brian reports that he has other grants he is still waiting to hear back from. Brian states Pumper trucks were tested last month and both passed. The boot this month at Meisters collected \$58.00.

c. Fire Calls: 32 calls for 2017-2018 FY. Clerk to send all Bills for open calls and inform treasurer when 4 notices have gone out so they can be sent to collections. There are 5 calls so far for 2018-2019 FY. A column for how many bills have gone out will be added to report.

d. Grass Fire Truck: Fire truck ad ran in Daily Press June 23, 2018 and July 14, 2018. Brian has placed the ad in the window for public to see. Bids will be opened before next month.

MFR

Todd Holland is present at this time

a. 13 calls for June, bringing the number of calls for January 1, 2018- June, 2018 was 54 calls.

Moved, H. Coyne, seconded A. Wagner, CARRIED to accept the MFR report.

WATER SYSTEM BUSINESS

Received the Water Operator's report for June 2018

Mark Rose, Water Operator, was present

a. Water report report:

Moved, R. Fountaine, seconded A. Wagner, CARRIED to accept water reports.

b. Billing Register: Clerk to contact E5079 M-35 and let him know that he still needs to pay monthly as to not acquire the late fees. Mark states that he has spoke with this person who had a leak. He has had this replaced and has informed him of the need to file a request to have the account adjusted. Fire Department account questioned. Per RVS, Hannah entered what was on the meter and then they stated that it should read correctly from this point further. The large adjustment was for months of the handheld not reading correctly.

Moved, R. Fountaine, seconded H. Coyne, CARRIED to accept billing register.

c. 2017 Water Quality Report: Mark states that this is a standard report and we have no problems with our water, numbers are all within reason.

d. Water Customer Letter addressing turning off water: Clerk to update the letter that will be sent out to customers to have letterhead. Clerk will then send to Mark to approve before the letter is sent out. When the rate changes take effect there will be a letter sent out to all water customers explaining all the documents that are available for their review.

e. Water Workshop July 23, 2018 at 6 P.M. at Ford River Township Hall.

Mark presented a list of L.15 Ln customers that do not have Meters in Pit. The township will continue to discuss changing this in the future.

UNFINISHED BUSINESS

- a. Chart of Accounts: Clerk will continue to add where deposit and withdrawals are going and coming out of. Clerk to fix the chart so it says the title instead of name of employee.
- b. Playground Project/Grant Update: Playground is pretty much done now. Supervisor will be turning everything in to be reimbursed. Supervisor presented a quote for a gate from Delta Fence. The Board requested another quote showing a latching gate door that will be brought to the board.
- c. Delta County Township Association Raffle Tickets for 911 Emergency Signs: Supervisor is getting the majority of the remaining tickets back this week. The Supervisor states that the spreadsheet is multiple pages, Treasurer suggested that the spreadsheet be printed and then we can take from the sheet and check off the parcels and then bring the sheet back.
- d. Cemetery Maps, Quote for tree (West Cemetery): Supervisor states that she contacted Davis Wanick and he will be getting the maps to us, no date has been provided. The Supervisor brought a quote from Dombrowski Tree Service LLC, will get explanation for the quote provided. Great Heights is also providing a quote. No decision was made at this time.

NEW BUSINESS

- a. Payment of bills: Supervisor notes that there were some late fees on bills and they need to be taken care of more promptly.

Moved, R. Fountaine, seconded A. Wagner, CARRIED, to pay the bills from the General Fund in the amount of \$59,381.36 and from the Water Fund in the amount of \$2,504.63.

- b. Agenda posting request reply from Township Association: Township is not required to post Agenda for Regular Township Meeting.
- c. Hall Exterior: Supervisor brought quotes to update the exterior of the Township Hall. The Supervisor will have Kreig's to include a second coat. A Menards quote was provided to the Board for updated the wood and siding around the front door. Public comment was encouraged to give opinion with quotes. No decision was made at this time as the Board will look into the references that each quote provided. The handicap signs that were included in the Menards quote will be purchased as these are considered routine update.
- d. Planning Commission and ZBA members: The ad for the Daily Press was provided to the board. Supervisor appointed Jim Ciminskie for ZBA alternate.

Moved, A. Wagner, seconded R. Fountaine, CARRIED, to run add for two days.

Moved, A. Wagner, seconded H. Coyne, CARRIED, to accept nomination of Jim Ciminskie for ZBA alternate.

- e. Pavillion/Hall Rental Process: Clerk presented a typed out list of how she does the hall rental. Supervisor states that there needs to be some corrections to the process. One of the changes that need to be made is that Clerk needs to provide a number that can be accessed 24 hours a day.

PUBLIC/BOARD COMMENT

D. Brown asked if the deposit check is from a resident and if they are deposited and then reimbursed.

The Supervisor states that the deposit will be deposited in the future once a receipt book is received. The Supervisor states that she will order from Johnston's printing. This will help with closing out report for rentals at the end of the year that wasn't done in the past. The clerk will provide a report in the future for Hall Rentals.

J. Deloria questioned what insurance needs to be provided when renting.

R. Nelson requested more receipt books be ordered for the cemetery.

Moved, R. Fountaine, seconded, A. Wagner, CARRIED to order more receipt books for Cemetery from Johnston's printing.

The Supervisor pointed out that the Cemetery is not being closed out at the end of the year either. This will happen in the future.

Treasurer highlights that the clerk is not running and no one is currently on the ballot. Public encouraged to find someone to write in for the job so that they can vote instead of having to appoint in the future.

D. Brown states that the playground looks nice. Supervisor states that Bichler's was great to work with.

Moved, A. Wagner, seconded, H. Coyne, CARRIED, to adjourn at 8:19 PM.

Hannah Coyne, Clerk:

Approved:

A handwritten signature in black ink, appearing to read "A. Wagner", written over the word "Approved:".