

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571
MONDAY DECEMBER 12, 2016 7:00 P.M.**

Supervisor Hoffman called the meeting to order at 7:03 p.m. Pledge of Allegiance was said by all. Board members present at roll call were Supervisor Hoffman, Clerk Collins, Treasurer Smith, Trustee Malott, and absent Trustee Fawcett. Twenty-four members of the public were also present.

Adoption of the Agenda: A **Motion** by Collins to adopt the agenda as presented. **Supported** by Smith. All in favor. Motion carried.

Establish any conflict of interest of items that are on the agenda:

None were presented.

Approval of Minutes from the November 14, 2016 Regular Board Meeting:

Motion by Malott. **Supported** by Smith to approve the minutes from the November 14, 2016 Regular Meeting. All in favor. Motion Carried.

Correspondence was reviewed:

The clerk received the Sheriff's crimes report for the month of November with 28 incidents and a total for the year of 277 incidents. Also included with the Sheriffs' report was the inspection form, for the month of November for The Ole Soul. The Sheriffs' report is on file in the clerks' office. Clerk Collins received a letter from the Kankaska County Clerk stating that the Equalization Dept. is looking for a candidate to fill the position that was vacated by Tom Sheneman. The Board of Review meeting will be held December 13, 2016 at 6:00p.m. There will be no formal appeals heard at this meeting. The clerk also asked the board members for a list of things needed to be added to the budget for next year.

Assessor's report:

December, 2016 Assessor's Report to Coldsprings Township Board:

November was an extremely busy month with all of the tax bill stuff going on as Brenda will attest too, I would hate to guess how many hours I spent in communication with Equalization, County Treasurer, and Brenda, but they were many.

An issue related to this that I wish to discuss is the best use of my time and the required office hours. Today (Monday) is a perfect example of me working with Brenda right now, she needed to get tax bills out ASAP, so I spent a great deal of the day working immediately with her to resolve our balancing issue and figure out what was wrong. We finally figured out the issues

and were good. However, I then had to either drive an hour to the office or hire somebody to cover for me. I then have to make a backup of the database to put on the township computer and update the township computer to the latest version, all of which takes a good 30-45 minutes. All of this so I am at the hall for 2 hours with nothing to do because I keep everything caught up to the day normally and nobody ever comes in or calls. I then have to back up my database, update my version on my computer and drive an hour back to Petoskey. So that is 4 hours of very unproductive time I am spending for office hours, when I could be at home with my dual monitor screen working environment, working for 4 productive hours. I will gladly meet with anyone that wants to meet with me at the hall, but 99% of work nowadays can be accomplished via e-mail, phone, and regular mail and the vast majority of people like it that way. Thus, I am requesting my office time to be upon request and by appointment. I will, of course, keep doing the office hours if the Board wishes, I just don't think it is the best use of my time and I have stated. Also, I think Cheryl and Brenda would attest to my availability to the public, I do take a rare vacation, but even then I usually bring my computer for questions.

The field work is slowing down with the changing weather, so I have been spending a lot of time working on the database. I have attached an audit report of the changes to the database since I have taken over, I would strongly suggest just viewing it and not printing it since it is 736 pages and 3,592 changes. It was too large to e-mail so I sent it with Sky Drive to Cheryl's computer. You can download it and view it right there if you wish.

This will conclude this month's report and Happy Holidays!

Sincerely,

Mark Johnson
Coldsprings Township Assessor

Supervisor Hoffman made a **Motion** to change the Assessor hours to appointment only. **Supported** by Collins. All in favor. Motion carried.

Committee Reports:

(A) Planning & Maintenance – Trustee Fawcett not in attendance. Clerk Collins said nothing going on to report on.

(B) Fireboard – Supervisor Hoffman presented the minutes from the December 7, 2016 Fireboard meeting. The minutes showed that there were 11 Fire runs and 12 Rescue runs for the month of November. Frederic ALS had 33 calls, 2 transported to Kalkaska, 13 to Munson, 4 to Grayling, and 7 inter-facility transfers. A complete copy of the minutes are on file in the clerks' office.

(C)Road Commissioners Meeting – Trustee Malott stated that he will be attending the Road Commission meeting December 14, 2016 and has nothing to report.

(D)Sheriff Department – Officer Brian Peacock is our Township liaison please contact the Township with any ordinance violations and officer Peacock will be notified. Or call 231-258-3350 to leave a message for Officer Brian Peacock. Officer Peacock was in attendance and gave a brief report on the complaints being handled by him. The month of November Officer Peacock handled 7 Civil complaints, 1 Township Ordinance, 14 Property check, 2 Misdemeanor, and 1 Felonies A copy of Officer Peacocks report is on file in the Clerks’ office. Also Under Sheriff Shipp was in attendance He asked if any one has any problems please give him a call.

(E)County Commissioner – Stu McKinnon reported that the County is in the process of filling the position that Tom Sheneman vacated in the Equalization Department and also approving a 2 year contract with Bob Englebright to fill the position of Equalization Director. The County has approved a 1 ½% pay increase for all County Employees. The Log lake camp ground will be increased to 50 sites for the next camping season. The County is having a natural gas line run to the Kaliseum and should recoup the install costs in about 2 years helping to keep the Kaliseum open all year. Kalkaska County now has a balanced budget and will vote to approve the budget on Wednesday December 14, 2016 for 2017-2018 at a cost of 6.3 million dollars for the year. The county is looking for people to fill County Board positions please contact the Kalkaska County Clerk.

(F)Hospital Board – Ray Hoffman stated everything is going well at the hospital and there are several services available at KMH and it saves driving to Traverse City.

Treasurers Report:

Treasurer Smith presented the monthly reconciliation report for the month ending November 30, 2016. The report showed that there was \$277,058.43 in the various Bank accounts, \$10.07 in the Forest Area Federal CU, \$10,700.11 in the Building Fund at Chemical Bank, and \$59,551.87 in the Tax account at Chemical Bank and \$100.00 in the Cash on hand Fund. **Motion** by Collins. **Supported** by Malott to accept the Treasurer’s report as presented. Roll Call vote Smith, yes, Collins, yes, Hoffman, yes, Malott, yes, Fawcett, absent. Quorum in favor. Motion carried.

Old Business: None

New Business:

- (A)**Sign Kalkaska Public school tax collection agreement** – A **Motion** by Malott to have the Treasurer, Supervisor and Clerk sign the Kalkaska Public school agreement for the collection of property taxes. **Supported** by Hoffman. All in favor. Motion Carried.
- (B)**Appoint BOR members** – A **Motion** by Malott to approve appointing BOR Members (Gerald Gancer, Roger Smelker, Paul Standen, Mona Manley) and having Township Supervisor swear them in before January 10, 2017 this is a two year term. **Supported** by Collins. All in favor. Motion Carried.
- (C)**Residents of Maple Valley to present SAD Proposal request** – The Township board was presented with a petition for a Special Assessment District to be formed for the purpose of snowplowing and road maintenance for Maple Valley. After looking at the petition a **Motion** by Malott to proceed with a Special Assessment District for Maple Valley. **Supported** by Collins. All in favor. Motion Carried.
- (D)**Accept resignation letter from Trustee** – Clerk Collins stated that she had received a resignation letter from Trustee Fawcett stating that due to health reasons he will not be able to fill the Trustee position and will resign the position as of 12/31/2016. A **Motion** by Malott to accept the Trustee's resignation. **Supported** by Smith. All in favor. Motion carried.
- (E)**Appoint new Trustee to fill vacancy** – A **Motion** by Collins to reinstate our former Trustee Lowell Schaller to fill the vacancy until the next General Election in November 2018. **Supported** by Malott. All in favor. Motion Carried.
- (F)**Discuss the sale of old copier's** – A **Motion** by Hoffman to have the clerk put the copiers up for sale. **Supported** by Malott. All in favor. Motion Carried.
- (G)**Renewal of Sheriff's Ordinance Contract** – A **Motion** by Malott to renew our Ordinance Contract with the Sheriff's department at an increase of \$60.46 per month. **Supported** by Smith. All in favor. Motion Carried.

Approval of Bills:

Bills were reviewed. The total of bills to be paid is \$18,152.55 including payroll check not written to Trustee in the amount of \$243.65. **Motion** by Malott to approve paying the bills as presented. **Supported** by Smith. All in Favor. Motion Carried.

Public Comment: Started at 7:45 p.m. – Mr. Schaller wanted to thank the Township Board with the help in setting up a SAD for Maple Valley residents. Mr. Schaller would also like to thank the Township Board in confidence that we have in him to fill the Trustee position. Supervisor Hoffman also said that the Trustee positions are very important and that they are an asset to the Township. The list of duties is extensive for planning and maintenance, and Trustee Malott is diligent in his duties at the Road commission and if anyone have a problem with their roads please let him know.

Adjournment:

Motion to adjourn at 7:51 p.m. by Collins. **Supported** by Malott. All in Favor.

Cheryl Collins
Coldsprings Township Clerk