

BRILEY TOWNSHIP
MINUTES OF MAY 12, 2014

PRESENT: Michael Wurtsmith, Supervisor; Anna Rogers, Clerk; Bonnie Valentine-Flynn, Treasurer; Bruno Wojcik, Trustee; John Zollars, Trustee

GUESTS: Eric Weigandt, Jason Grainger, Ken Werner

- I. Call to order, Pledge of Allegiance: Meeting called to order at 6:00 p.m., Pledge of Allegiance recited.
- II. Roll Call: Five members present, quorum established.
- III. Approval of Agenda: **Motion to accept** agenda as presented by Bruno Wojcik, **second by** John Zollars. **Motion carried, 5-0.**
- IV. Consent Agenda: The regular minutes of 04/21/14 and special minutes for 05/01/14 were approved as presented **upon motion of** Bruno Wojcik, **second by** John Zollars. **Motion carried, 5-0.**
- V. Finance Report:
 - A. Treasurer Financial Report of 04/31/14: Treasurer Valentine-Flynn provided the board with the financial report of 04/31/14.
 - B. Accounts Payable: A.P. in the amount of \$21,628.67 was presented by Clerk Rogers for the period of 04/22-05/12/14. **Motion by** Bruno Wojcik, **second by** Bonnie Valentine-Flynn to approve Accounts Payable in the amount of \$21,628.67. **Roll call: Yes:** Valentine-Flynn, Wurtsmith, Wojcik, Rogers, Zollars. **Motion carried, 5-0.** Clerk Rogers also presented the monthly Income Statements for board review.
- VI. Public Comments: None.
- VII. Employee/Community Reports:
 - A. Public Works: Eric Weigandt reported to the board that per their request the following costs are for the water well house natural gas conversion through PIE&G: Generator conversion--\$870.00, PIE&G--\$2,255.00, Gilchrist Plumbing and Heating—Unsure of cost at this time. **Motion by** Bruno Wojcik, **second by** Anna Rogers to authorize Eric Weigandt to proceed forward with the natural gas conversion of the well house with costs not to exceed \$6000.00. **Roll call: Yes:** Wojcik, Valentine-Flynn, Wurtsmith, Rogers, Zollars. **Motion carried, 5-0.**

The cost for the well to be pulled and inspected is \$5600.00 compared to \$7500.00 to clean. **Motion by** Bonnie Valentine-Flynn, **second by** Bruno Wojcik to authorize Eric Weigandt to proceed forward with the well cleaning at a cost not to exceed \$7500.00. **Roll Call: Yes:** Valentine-Flynn, Wurtsmith, Rogers, Zollars, Wojcik. **Motion carried, 5-0.**

Eric reported that the replacement tractor has been ordered with cost at \$7900.00 as previously authorized, he is waiting on quotes for the door repairs to the former fire department bays. Clerk Rogers also informed the Board that Eric is also receiving quotes on automatic door openers for entry into the township offices. This information will be used by Anna to apply for a grant through the Elections Commission to provide ADA accessibility to voters.

- B. Montmorency County Road Commission: Ken Werner provided the Board with information on their annual budget.
- C. Montmorency County Sheriff Department: Not present.
- D. Tri-Twp. E.M.S.: Jason Granger reported that the mock disaster was rescheduled due to a power outage. The Fire/EMS Charity recently hosted a luncheon and raised about \$900.00.
- E. Zoning Administrator/Blight Officer Report: Not present.
- E. Planning Commission: Not present.

VIII. Old Business:

- A. Employment Actions: Clerk Rogers reported that there are several options available for staffing both the park and maintenance department. The Experience Works Program will only pay for 18 hours per week and the park attendant is required for 26 hours per week. Former park employee has been cleared to return to work. **Motion by** Bonnie Valentine-Flynn, **second by** Anna Rogers to rehire Kevin Thompson for the Park Attendant position. **Motion carried, 5-0. Motion by** Anna Rogers, **second by** Bruno Wojcik to proceed forward with the Experience Works candidate, Mark Whitaker. **Motion carried, 5-0.**
- B. Community Clean-Up Day: Anna reminded the Board of the annual community clean-up day on Saturday, May 17 from 9-12 at the Chamber of Commerce. A bottle drive and bake sale is being coordinated to raise funds for flowers downtown. A request made for the Board to provide funds to purchase the yellow curb paint and brushes. **Motion by** Bonnie Valentine-Flynn, **second by** Anna Rogers to approve up to \$200.00 for curb paint and brushes out of community promotions. **Motion carried, 5-0.**

- C. Recreation, Pettenger Road Property: Ken Werner provided several options for consideration ranging from \$5000 to \$10,000.00 in cost. Also discussed were improvements to the property, access and fencing, M-33 access, etc. Referred to the Parks and Recreation Committee.
- D. Cemetery/General Fund Accounts, Budget Adjustments: Clerk Rogers provided the Board with detailed information on creation of new cemetery accounts within the general budget and required budget adjustments.
- a. **Motion by** Anna Rogers, **second by** John Zollars to adopt the revised General Fund revenues inclusive of Cemetery in the amount of \$345,442.50, amending the 2014/2015 budget. **Roll call**: Zollars, Wojcik, Valentine-Flynn, Wurtsmith, Rogers. **Motion carried, 5-0.**
 - b. **Motion by** Bruno Wojcik, **second by** John Zollars to adopt the revised General Fund expenditures inclusive of Cemetery in the amount of \$324,502.00, amending the 2014/2015 budget. **Roll call**: Wojcik, Valentine-Flynn, Wurtsmith, Rogers, Zollars. **Motion carried, 5-0.**
 - c. **Motion by** Bonnie Valentine-Flynn, **second by** Bruno Wojcik to authorize Clerk Rogers to create the new cemetery revenue accounts within the General Fund. **Roll Call**: Valentine-Flynn, Wurtsmith, Rogers, Zollars, Wojcik. **Motion carried, 5-0.**
 - d. **Motion by** Bonnie Valentine-Flynn, **second by** Bruno Wojcik to authorize Clerk Rogers to create the new cemetery expenditure accounts within the General Fund. **Roll Call**: Wurtsmith, Rogers, Zollars, Wojcik, Valentine-Flynn. **Motion carried, 5-0.**
- E. Computer Updates: No action to be taken at this time.
- IX. New Business:
- A. PIE&G Conversion, Water: Discussed earlier in the meeting.
- X. Public Comments: Nothing at this time.
- XI. Board Reports:
- A. Supervisor: Mike reported that communication from the State Tax Commission has been answered but there was a delay due to an incorrect mailing address. Assessor Dunham has been injured and off work but returning within the next several weeks. Recommendation for appointment of Marva LaMore to replace Mary Jo Whitmire for the Airport Board presented. **Motion by** Anna Rogers, **second by** John Zollars to appoint Marva LaMore to the Atlanta Municipal Airport Board for the unexpired term. **Motion carried, 4-1 (Valentine-Flynn, no)**. Communication from the State received advising that an audit of the BS&A software/information will be conducted at their expense.

Barry Braun entered at 7:00 p.m. Report provided on a number of issues including a former matter that is now a civil matter, two dangerous building cases, investigation of a possible salvage yard, illegal construction that was removed, Wedge Inn parking lot being used by auto repair business, blinking sign at a business downtown. Discussion on a possible noxious weed ordinance and fencing requirements. Board directed Barry to provide recommendations to the Planning Commission on the issues of weeds, long term parking, fences, signs, businesses that are not in operation that have advertising in place.

Barry also presented the Board with the option of five tables for purchase through the Eagles Club. Board approved at the cost of \$25.00 each.

- B. Clerk Rogers: Atlanta Chamber of Commerce has requested a donation for the 4th of July fireworks. **Motion by** Anna Rogers, **second by** John Zollars to contribute \$750.00 to the Atlanta Chamber of Commerce for the fireworks fund out of community promotions. **Motion carried, 4-1 (Valentine-Flynn, no)**. Anna reported that she has conducted extensive research on the Davis Park Ball field lease/ownership issue. Briley Township is the owner of the property and if no longer used for recreational purposes the property would revert back to the former owner's family. The research was conducted after request for information from Kristen Cheedie and Anna provided to Kristen at no cost due to the benefit of the township to having a clear history in our files on the issue.
- C. Treasurer Valentine-Flynn: Working on delinquent property taxes and disbursements. Parks and Recreation Committee meets on 05/15/14 at 6:30 p.m. Information shared that a new person from the State is now responsible for the Lake 15 campground/boat launch, creating a potential delay in the investigation toward the possibility of the township acquiring the property.
- D. Trustee Zollars: Nothing at this time.
- E. Trustee Wojcik: Nothing at this time.

XII. Adjournment: Meeting adjourned at 8:00 p.m.

Minutes compiled by,

Anna M. Rogers
Briley Township Clerk