

BRILEY TOWNSHIP
MINUTES OF SEPTEMBER 15, 2014

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

ABSENT: Bruno Wojcik, Trustee

GUESTS: Eric Weigandt, Barry Braun, Jody VanOppen, Susan Reed, Tarzan Gehringer,
Cathleen Kowalski, Pam Valentine, Nancy Dextrom, Jeff Cook, Deputy Nelson,
Gordon Green, Yvonne Swager; Ross Binge, Mary Dugas (entered 7:25)

- I. Call to order, Pledge of Allegiance: Meeting called to order at 6:00 p.m., Pledge of Allegiance recited.
- II. Roll Call: Four members present, quorum established.
- III. Approval of Agenda: Item XIII-A, IX-A after IV, Add IX-D (USDA Steering Committee). **Motion to accept** revised agenda by Bonnie Valentine-Flynn, **second by** John Zollars. **Motion carried, 4-0.**
- IV. Consent Agenda: The regular minutes of 08/18/14 were approved as presented **upon motion of** Bonnie Valentine-Flynn, **second by** Anna Rogers. **Motion carried, 4-0.** Various communications were reviewed.

Elk Country Friendship Gardeners: Cathy Kowalski presented an overview and proposal pertaining to the flowers and containers within the downtown area and park. They will continue to fundraise for purchase of plants, have members maintain but would like to request assistance with watering. Supervisor Wurtsmith will review request and work with township maintenance staff to try to accommodate for upcoming year. Clerk Rogers volunteered to send letters to local businesses asking them to “Adopt a Planter” to assist with watering.

2013/2014 Audit and F-65 Report: Jeff Cook, Auditor for Briley Township, presented the Audit and F-65 to the Board. Mr. Cook commented that there are enough cash funds on hand for operations until tax revenues are received. Water System operates on a cash basis. Mr. Cook recommended that the Township Board be proactive in planning for the aging water system that is 30+ years old.

Mr. Cook reported that all funds balanced, there were no cost overruns that required reporting, the detail that is tracked is more than required and he attributed the accurate records to the Clerk being vigilant with monitoring of the accounts to ensure accuracy. Clerk Rogers requested that the Clerk accounts in both the Audit and F-65 be revised to reflect accurate information. **Motion by** Bonnie Valentine-Flynn, **second by** John Zollars to accept the 2013/2014 Briley Township Audit and F-65 Report with revision stated above. **Roll call: Zollars—yes, Valentine-Flynn—yes, Wurtsmith—yes, Rogers—yes. Wojcik—absent. Motion passed, 4 (yes), 1 (absent).**

- V. Finance Report:
- A. Treasurer Financial Report of 08/31/14: Treasurer Valentine-Flynn presented the financial report of 08/31/14. **Motion by** Anna Rogers, **second by** John Zollars to accept the Financial Report of 08/31/14 as presented. **Motion carried, 4-0.**
 - B. Accounts Payable: A.P. in the amount of \$20,498.32 was presented by Clerk Rogers for the period of 08/19-09/15/14. **Motion by** Valentine-Flynn, **second by** Zollars to approve Accounts Payable in the amount of \$20,498.32. **Roll call: Yes:** Valentine-Flynn, Wurtsmith, Rogers, Zollars. **Motion carried, 4-0.**
 - C. Income Statements: Clerk Rogers presented to the Board for review.
- VI. Public Comments: Tarzan Gehringer approached the Board pertaining to the on-going fence/zoning/neighbor issue. Zoning Administrator Braun has researched extensively and the County Building Inspector is also involved in this issue. Board referred to Planning Commission.
- VII. Employee/Community Reports:
- A. Zoning/Blight: Barry Braun reported to the board current activities. Issue on Baker Road has been resolved, handled five permits, two blight complaints, referred issues of fence and RV's within residential area to Planning Commission.
 - B. Public Works: Eric Weigandt informed the board that natural gas conversion for the well house will be on-line 09/16/14. Park projects continue with stump grinding in process, the water line repairs on M-32 West are now complete but very costly. Clerk Rogers reported that she has inquired on emergency repair funds with none available. Staff encouraged to track for future issues and to report to Emergency Manager Dave Utt in the event that other issues arise. The ADA compliance reports relative to the USDA Grant have been provided to the maintenance staff for future action.
 - C. Montmorency County Sheriff Department: Deputy Nelson reported that the ORV issue is being monitored, she does not believe that tickets have been issued, and there are no hand held radars available for this purpose.
 - D. Tri Township EMS: Jody VanOppen informed those present that a new Medic has been hired, discussion on Mutual Aid Agreements and an adjoining county service and attendees queried on a potential CPR class being offered for the public.
 - E. Tri-Township Fire: John Zollars reported that Poker Run was recently hosted to raise funds with great success.
 - F. Planning Commission: Gordon Green reported that the Zoning Ordinance review continues with a Public Hearing to be scheduled within the next several weeks. Office key was authorized for Gordon to allow access to building for meetings.
 - G. Parks and Recreation: It was reported that there was no meeting held in September but plans for the October Fest event continue.
 - H. Atlanta Municipal Airport Block Grant: The application was previously approved for the Airport Project and Supervisor Wurtsmith has executed the document on behalf of Briley Township.
- VIII. New Business:
- A. DEQ Public Notice on Lake 15: Communication received regarding an application by the MDNR for reconstruction of the boat ramp and dredging. **Motion by** Valentine-Flynn, **second by** Zollars to support the application and a letter will be sent to that effect. **Motion carried, 4-0.**

B. Montmorency County Road Commission:

1. Resolution for Permanent Funding Solution: The Road Commission has adopted this Resolution with a request that the township also support. **Motion by Valentine-Flynn, second by Rogers** to support the Montmorency County Road Commission Resolution for Permanent Funding Solution. **Roll call: Zollars-yes, Valentine-Flynn-yes, Wurtsmith-yes, Rogers-yes. Motion carried, 4-0.**
2. Agreement for M/32 – Beltz Road Intersection: A proposal was received at the cost of \$5000.00 for Briley Township for this project at 50% cost share. **Motion by Valentine-Flynn, second by Rogers** to enter into the Road Agreement with the MCRC for M/32-Beltz Road at a cost of \$5000.00 with funds to be paid out of the Road Fund, and authorizing Supervisor and Clerk to sign the agreement. **Roll call: Valentine-Flynn, Wurtsmith, Rogers, Zollars. Motion carried, 4-0.**
3. Agreement for Airport Road from Co. Rd. 487 to S. Airport: A second proposal was presented (Project #489.342) at total cost of \$141,876 with township share to be \$85,125.60 (60%) for dates between 07/01/15 to 09/30/15. Board questioned share calculations with Valentine-Flynn to research and report back.

IX. Old Business:

- A. Township Park Bounce House Request: Clerk Rogers contacted township insurance carrier on issue and potential liability. A release form was provided that would reduce township exposure. **Motion by Valentine-Flynn, second by Rogers** to adopt the Release Form and authorizing staff to rent the park if the Release Form is executed. **Motion carried, 4-0.**
- B. Briley Township Park Agreement: Clerk Rogers provided an updated version of the reservation agreement at request of Board that included language “A public restroom is located with the pavilion and access to the restrooms cannot be restricted”. **Motion by Valentine-Flynn, second by Rogers** to adopt the revised B.T. Park Pavilion Reservation Agreement. **Motion carried, 4-0.**
- C. Montmorency County Fair Board Zoning Application: Supervisor Wurtsmith researched the topic and recommends that any zoning application fees are refunded with the Board concurring with that recommendation.
- D. USDA Steering Committee: A date of 09/25/14 at 12:00 p.m. has been set. Notice will be placed in paper and posted encouraging public participation. Mary Freeman and Susan Reed to be appointed to committee in addition to other appointments previously identified.

X. Board Reports:

- A. Supervisor: Supervisor Wurtsmith summarized the current status of the Delta Oil equalization issue. Montmorency County was authorized to represent the township; paperwork was not filed timely by the township assessor resulting in a Default Hearing. Assessor subsequently filed a Stipulation attesting that values were correct. The County engaged an attorney at their cost on behalf of Briley Township who in turn will file a request that the Stipulation and Default Judgment be withdrawn. Mr. Keller and Mr. Dunham will travel to Lansing on October 14 on the case. **Motion made by Valentine-Flynn, second by Zollars** to authorize Supervisor to enter into attorney contract for representation with costs to be paid by Montmorency County. **Motion carried, 4-0.**

- B. Clerk: Clerk Rogers prepared a draft agreement for the park rental and electrical fees between the Atlanta Chamber of Commerce and Briley Township at previously agreed upon rate of \$250.00 for the 2014 Elk Festival only. **Motion by** Valentine-Flynn, **second by** Rogers authorizing Supervisor to execute the document as presented. **Motion carried, 4-0.**

Revisions to the township web site were quoted at \$150.00 that includes creation of folders by year to place minutes within, addition of Non-Discrimination Statement per Federal guidelines and addition of A.V. form. **Motion by** Valentine-Flynn, **second by** Zollars to authorize James Young to proceed with updates at cost of \$150.00. **Roll call: Valentine-Flynn-yes, Wurtsmith-yes, Rogers-yes, Zollars-yes. Motion carried, 4-0.**

Board advised that Anna may be attending the Elections Accreditation Classes in Lansing on October 2 and 3 dependent on scheduling with note that funds are available within the budget.

A special Election Commission Meeting will be scheduled to appoint Election Inspectors for the November 4, 2014 General Election.

- C. Treasurer: Treasurer Valentine-Flynn reported that taxes continue to be collected. Permission requested permission to attend the 3-day Treasurer Conference in Frankenmuth on 10/05 – 10/08/14 with projected cost around \$365 for lodging, food and registration. **Motion by** Zollars, **second by** Rogers to authorize Treasurer to attend conference at cost not to exceed \$365 and payable out of the Treasurer travel budget. **Roll call: Zollars-yes, Valentine-Flynn-yes, Wurtsmith-yes, Rogers-yes. Motion carried, 4-0.**

- D. Trustee Zollars: Nothing at this time.

- E. Trustee Wojcik: Not present.

XII. Adjournment: Meeting adjourned at 7:55 p.m. Next meeting scheduled for October 20, 2014 at 6:00 p.m.

Minutes compiled by,

Anna M. Rogers
Briley Township Clerk