

The regular monthly meeting of the Manistee Township Board was held on Thursday, March 15, 2018 at 7:00 P.M. at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Treasurer Connie Jankwietz, Clerk Dianne Taylor and Trustee Guy Finout. Trustee John Dontz was absent and excused. Also present were Jeff Dontz, Fire Chief Chuck Barron, Deputy Clerk Karen Clouse, Dan Revolt, Earlene Lancour, Dan and Mary Lou Ursum and Keith Brown with PEG.

Supervisor Dennis Bjorkquist called the meeting to order. All attending stood and said the pledge to the United States flag.

Minutes of the February 8, 2018 Manistee Township Board meeting and the minutes of the February 19, 2018 Special Board meeting were provided. Treasurer Jankwietz made the motion to approve the minutes as written, seconded by Trustee Finout. All in favor; motion carried.

Treasurer Jankwietz gave the Treasurer's report for the month of February 2018. The receipts were \$158,401.07; expenditures were \$28,586.07, leaving a balance of \$215,306.35 in the General Fund as of February 28, 2018. The report was placed on file.

Manistee Township Planning Commission approved minutes for the February 1, 2018 meeting were in the board packets.

There was no correspondence in the Board's packet to discuss.

Supervisor Bjorkquist asked if anyone had anything to bring before the board. Mr. Dan Ursum stated the Bar Lake outlet was plugged again with sand; however, the lake level is not high at the moment.

There being no further public comment at this time, Supervisor Dennis Bjorkquist continued the meeting with a report from County Commissioner Jeff Dontz. The Commission authorized Manistee County Sheriff Department to proceed with the updating of policies and procedures using the company Lexipol. Renewal of Manistee County Library millage and the 911/Central Dispatch millage are approved to be placed on the August 2018 Primary Election ballot. Brian Gutowski is involved in active shooter training throughout the County. Proposals are being received to update the County website. The pharmacy located in the Tribal Government Center is open to the public.

Trustee Finout, as Zoning Adm, reported on the activity in the Zoning office for February. There were no new complaints. Letters have been mailed to three (3) property owners in the Mar Lawn Heights area addressing the complaints received regarding their properties that are being used as short-term rentals. Century 21 called Zoning Administrator Finout concerning one (1) property. There were two (2) land use permits and three (3) construction permits issued. At the March 1, 2018 Planning Commission meeting, the Commission recommended adoption of the Zoning Ordinance Amendment permitting Solar Farms, with changes, to the Township Board for approval. The Amendment has been sent to the County Planning Commission for comment and is on their agenda for the next meeting. The complaint from Ms. Riabucha regarding long term camping issues will be addressed with the existing ordinance. Zoning Administrator Finout and Treasurer Jankwietz will be attending the City Sewer agreement meeting on March 19, 2018.

Fire Chief Chuck Barron reported on the activities at the Fire Department for the month of February. There were a total of 14 calls; six (6) fire, four (4) medical, and four (4) station meetings/training. Firefighter I & II training is ongoing. The countywide revenue sharing grant for new boots is being processed. A countywide revenue sharing grant has been applied for requesting turnout gear and larger cylinders to be installed at the filling station. Chief Barron is requesting approval from the Board to accept James Schoedel as a probationary firefighter. Treasurer Jankwietz made the motion to accept James Schodol as a probationary firefighter, upon the recommendation of Chief Barron; seconded by Clerk Taylor. All in favor; motion carried. The number to call for **Burn Permits is 231-690-5329**. Supervisor Bjorkquist thanked the Fire Department for all of their hard work.

Supervisor Bjorkquist, as Liquor Inspector, stated there were no significant changes for February.

Supervisor Bjorkquist stated the Revenue Sharing Board will meet on April 9, 2018 at 5 p.m. to hear verbal presentations for Cycle 1, 2018.

Treasurer Jankwietz made a motion to send \$500.00 to the United Veterans Council for the purchase of flags to be placed on veteran graves; seconded by Trustee Finout. All voted in favor; motion carried.

Mason-Lake Conservation District has requested support for their Household Hazardous Waste/Clean Sweep Day to be held on August 18, 2018 at a cost of \$1,325.00; the total is an increase of five (5) cents per residential improved property. Treasurer Jankwietz made the motion to sign the agreement to participate at a cost of \$1,325.00; seconded by Trustee Finout. All in favor; motion carried.

The Little River Band of Ottawa Indians announced a rate increase at a recent meeting with the Township Water and Sewer Committee. The increase in rates will be effective April 1, 2018 for Manistee Township residential and commercial customers. Trustee Finout made the motion to approve Resolution No. 2018-03 Sewer Rates; seconded by Treasurer Jankwietz. Roll Call voting conducted by Clerk Taylor was as follows: Yeas: Finout, Jankwietz, Taylor and Bjorkquist. Nays: 0 Absent: Dontz. Motion carried.

Resolution No. 2018-03 Sewer Rates

WHEREAS, the Township of Manistee has enacted a Sewer Use Ordinance for Manistee Township in Manistee County, Michigan; and

WHEREAS, the Township of Manistee has been notified by the Little River Band of Ottawa Indians of a rate increase as a result of an increase in capital, operational and maintenance costs;

NOW, THEREFORE, BE IT RESOLVED that pursuant to Article VIII of the Sewer Use Ordinance for Manistee Township, Manistee County, Michigan the Manistee Township Board established the following rates and fees for sewer services:

Residential	\$31.75 per month flat rate	3% Township Admin Fee
Commercial	\$14.05 per 1000 gallons	3% Township Admin Fee

Rates will be effective April 1, 2018.

Rates are subject to change.

The Supervisor declared the motion carried.

Dianne Taylor
Manistee Township Clerk

I, Dianne Taylor, the duly appointed and acting Clerk of Manistee Township do hereby certify the foregoing is a true and correct copy of the duly adopted resolution adopted at the regular meeting of the Manistee Township Board, and a true and correct copy is included in the March 15, 2018 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

Bar Lake Improvement Board has requested the Township Board become the monitoring authority for Bar Lake. The question of dissolving the Bar Lake Improvement Board was raised. Zoning Administrator Finout indicated he would research the proper procedures to be followed should the Bar Lake Improvement Board decide to dissolve.

Resolution 2018-05 Post-Audit Policy was presented by Clerk Taylor to the Board. Trustee Finout made the motion to approve Resolution 2018-05 Post-Audit Policy as presented; seconded by Treasurer Jankwietz. Roll call voting conducted by Clerk Taylor was as follows: Yeas: Taylor, Finout, Taylor and Supervisor Bjorkquist. Nays: 0
Absent: Trustee Dontz. Motion carried.

Resolution 2018-05

Manistee Township Board Post-Audit Policy

WHEREAS, the Manistee Township Board of Trustees recognizes that all claim payments must be approved by the board and that some types of payments need to be paid prior to board audit and approval; and

WHEREAS, claims authorized to be paid by disbursements made prior to regular board audit and approval would include:

Payroll

Utility bills

Invoices with penalties to be incurred if payment is not received before the board meeting

Invoices with discounts to be lost if payment is not received before the board meeting

Official authorized emergency expenditures when deemed essential due to imminent threat to the health, safety and welfare of the township.

Any claims authorized to be paid under this policy shall be post-audited at the next board meeting;

BE IT RESOLVED the Manistee Township Board of Trustees approves the use of the Post-Audit Policy as defined above.

Trustee Finout made the motion to adopt the Post-Audit Policy; Treasurer Jankwietz seconded. The motion was passed in a rollcall vote.

Yeas: Taylor, Finout, Jankwietz, Bjorkquist
Absent: Dontz

Nays: None

The Supervisor declared the motion approved.

Dianne Taylor
Manistee Township Clerk

I, Dianne Taylor, the duly appointed and acting clerk of Manistee Township do hereby certify the foregoing is a true and correct copy of the duly adopted resolution adopted at the regular meeting of the Manistee Township Board, and a true and correct copy is included in the March 15, 2018 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

The bills for the month were provided. Treasurer Jankwietz made the motion to pay the bills for the month as provided and received; Trustee Finout seconded the motion. All in favor; motion carried.

Manistee County MTA Meeting will be Wednesday, March 28, 2018 at 7:00 PM at Norman Township Hall 1273 Seaman Road, Wellston, MI

Manistee Zoning Board of Appeals – Tuesday, April 3, 2018 at 7:00 P.M. at the Manistee Township Hall, *if there is an appeal.*

Manistee Township Planning Commission – Tuesday, April 19, 2018 at 7:00 p.m. at the Manistee Township Hall.

Next regular meeting of the **Manistee Township Board** will be held on **Thursday, April 12, 2018 at 7:00 P.M. at the Manistee Township Hall, 410 Holden Street.**

There being no further business or public comments to come before the board, it was moved by Clerk Taylor, seconded by Treasurer Jankwietz to adjourn the meeting at 7:50 PM. All in favor; motion carried.

Respectfully submitted,

Dianne Taylor
Manistee Township Clerk