

# **BURDELL TOWNSHIP MINUTES**

## **REGULAR MEETING**

**December 8, 2009**

The Burdell Township Board met at the Tustin Community Center for their regular December meeting. Present: Supervisor Charles Raab, Treasurer Julie Seguin, Clerk Laura Peterson, Trustee Virgil Asplund, Trustee Darwin Norman, Deputy Clerk Sandra Leach, Deputy Treasurer Mary Ellen Holmes, Zoning Administrator Martin Dahlstrom and Tustin Area Fire District Representative Nancy McCreery. Absent: Assessor Art Moyses. Guest: Alan Van Antwerp, Barbara Hazlett, Paula Ashcroft, and Joe Wilson.

Supervisor Raab called the December Burdell Township Board meeting to order at 7:00 p.m.

All in attendance rose to recite the Pledge of Allegiance to the American Flag.

Peterson informed that she failed to mention something in the October 13<sup>th</sup> minutes that she had brought up. At that meeting she asked the Zoning Administrator if semi trailers parked and used for storage buildings would require zoning permits. He said that if they were immobile they would.

Seguin moved to approve the November 10<sup>th</sup> minutes. Rabb seconded. APPROVED

Seguin reported that her General Fund balance of \$45,522.79 at the end of November was consistent with the clerks General Fund balance. The Roads and Bridges Fund had a balance of \$31,230.99 at the end of November. The Treasurer said that she has only had a few calls since winter tax bills were sent out. When reviewing the Budgets Verses Actual report Seguin noticed that that the Cemetery line item was low. She moved to amend the budget by taking \$1,000.00 from Other Functions and adding it to the Cemetery line item. Peterson seconded. APPROVED

Peterson mentioned a bill received from BS & A Software for annual service & support. She wondered if we still would utilize this service when we switch to the new .Net software. It was decided that Peterson would call BS&A Software for the answer. The Clerk commented that she would be administering three elections in 2010. First the School Election on May 4<sup>th</sup>, the Primary Election on August 3<sup>rd</sup> and the General Election on November 2<sup>nd</sup>. The Tustin Area Fire District millage question will most likely be on the August Primary Election ballot. Peterson said that she is close to completing a draft of a Harassment Policy for the board to review. The Risk Control Representative from the Michigan Township Participating Plan suggested that the township should implement such a policy.

After the board had time to review the check registers from November and December Supervisor Raab moved to pay the bills as presented. Norman seconded. APPROVED

Fire District Representative McCreery updated the board on the November 18<sup>th</sup> Fire District meeting. At the meeting a General Fund balance of \$206,371.04 was reported. The Truck Fund balance was \$62,619.75 and the CD balance was \$41,060.20. Some things mentioned at the meeting were as follows:

- Fire Chief Bob Rose was unhappy with the job that was completed by a pump testing company. He plans to contact their representative to discuss the problem.
- A gas tank for the departments Jeep will be ordered on line so it can be repaired and ready for next year.
- Equipment checks for the trucks have been completed.
- Chief Rose has been looking into on line continuing education classes; which would be cheaper and possibly more convenient for firemen.

- A pair of night vision binoculars has been awarded to the fire district from a grant.
- Chief Rose has given each fireman a survey on managing themselves and leading others.

McCreery added that the Fire Board has been working on the 2010-2011 Budget. Burdell Township should receive a copy of a draft to consider soon.

Zoning Administrator Dahlstrom handed out reports for the month of November. Dahlstrom said that calls have dropped off now, which has allowed him to follow up on past inspections. He mentioned the possibility of a new business "4 Seasons Playground" possibly opening a business at 19126 20 Mile Road. No new building permits were issued in November.

Paula Ashcroft introduced herself as the Secretary of the Diamond Heights Association. She was in attendance to assess the progress on their request to have make Diamond Heights a Special Assessment District so money can be collected to pay Lakeshore Environmental, Inc. to treat the lake for Eurasian Watermilfoil. Raab addressed the issue by saying that he's waiting for guidance from the township Attorney Mark Mitchell. At present Raab said that he is calculating land mass of those in that area who are for and against becoming a special assessment district. 51% of people must be in favor. It appears that a large majority of those in favor reside on the lake. Another aspect is that all unanswered letters must be counted as no votes. The supervisor also mentioned that some of the resident's names didn't match up with the property owners. He will need more time and guidance from MTA and the township attorney before the board can proceed. Raab mentioned that he spoke to Lakeshore Environmental, Inc. Representative Jennifer Jermalowicz-Jones about whether a three year treatment plan would solve the problem. She said that she thought that it would. Raab said that he wants to make sure all the correct steps are taken in the process.

Dahlstrom excused himself at 7:20 p.m.

Raab then introduced Joe Wilson who is a sales consultant for "American Views, Inc. He brought with him a photo of an areal view of the Tustin Community Library and Community Center which he passed around for all to view. He proceeded to give different prices for the photo (framed and unframed). The Supervisor said that the board would need time to consider the purchase.

Wilson excused himself.

Raab said that he has spoke to Osceola County Road Commission Manager Cliff Youngs recently; He thanked him for completing the projects in our township as planned. He also mentioned to Youngs that many weren't happy that Burdell Township wasn't mentioned on a sign posted by 200<sup>th</sup> Avenue resurfacing project that stated that it was funded by stimulus money. Youngs said that in 2011 a FEMA grant should pay for the completion of a new bridge on 200<sup>th</sup> Avenue just north of 21 Mile Road. Also, they hope to resurface 200<sup>th</sup> Avenue south of 20 Mile Road in 2012.

The Diamond Heights Special Assessment District issue was brought up again. Norman asked if the township would have to go after people who don't pay the fee. Seguin answered that she found out that they would be turned in to the County Treasure with all other delinquent taxes. Asplund asked who would be signing the contracts with Lakeshore Environmental, Inc. Raab answered that the Diamond Heights Association would be; all we would do is implement the procedure and collect the money. Seguin was concerned with the accuracy of the actual steps that the board must follow. Raab assured that he has contacted MTA, the township attorney and assessor for guidance. Asplund asked if the township would

have to be bonded and front the money to Lakeshore Environmental, Inc. if the fees aren't in by spring when they want to get started? Raab said that we wouldn't; that Lakeshore Environmental Inc. consultant Jermalowicz-Jones said that Osceola County may send out a special mailing for the fee collection prior to the normal tax collection date. Seguin asked Ms. Ashcroft who the officers of the Diamond Lake Association were? Ashcroft informed that Carl Johnson was the Chair, Adrian Ashcroft is Treasurer, and she is Secretary. Glenn Verbrugge is the head of the committee for handling the lake weeds.

Seguin informed that the Fire District Contract Committee met on November 11<sup>th</sup> and is planning to meet again on December 8<sup>th</sup> at 9:30 a.m. in the Tustin Community Center. Cathy May of Dover Township Dave Eggle of Sherman Township, Carl Erickson of the Village of Tustin and Seguin were present at the October meeting. The committee decided to have Sherman Township's attorney review the draft contract they have put together. They are waiting for his advice. They hope to have a proposed contract for consideration by all involved by March 2010.

Raab mentioned that the OCTA meeting was held on November 30<sup>th</sup> at the Tustin Community Center. He thought it went well. Seguin mentioned that it was agreed that OCTA would pay her registration fees for the MTA Conference in January.

Board of Review will be meeting on December 15<sup>th</sup> at 3:00 p.m.

The board was sent copies of **Amended** - RESOLUTION 2009-4 to review for consideration. It was explained that Sexton Don Andreen had recently helped the township by cutting up and removing two fallen trees from the cemetery. This is a job that doesn't fall under the description of Sexton. In order to compensate Andreen for this task an amendment to resolution 2009-4 would be needed. Because Andreen is insured by the township to work in the cemetery and he has offered his services and equipment when needed in the past, an amendment to resolution 2009-4 has been offered, it states; "The sexton shall receive \$10.50 per hour when assisting the caretaker with additional cemetery grounds care and for time spent revising the cemetery books." Norman moved to approve the **Amended** - RESOLUTION 2009-4. Peterson seconded. A roll call vote followed.

Asplund	Yes
Norman	Yes
Seguin	Yes
Raab	Yes
Peterson	Yes

**Amended** – RESOLUTION 2009-4 was declared ADOPTED.

Raab then proceeded with the areal photo offer from "American Views, Inc. It was quite unanimous that this wasn't the way the township could or should spend their money. Raab will contact Joe Wilson.

Supervisor Raab adjourned the December 8<sup>th</sup> Burdell Township Board meeting at 7:52 p.m.

Laura A. Peterson, Clerk