

HAMLIN TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
FEBRUARY 14, 2013
AGENDA

VANDERVEST

LEWIS

PTASZENSKI

GURZYNSKI

REES

ROLL CALL

APPROVAL OF AGENDA: ____/____ AA MC

COMMENTS FROM FLOOR (LIMITED TO FIVE (5) MINUTES PER PERSON):

APPROVAL OF MINUTES – JANUARY 10, 2013: ____/____ AA MC

TREASURER’S REPORT THROUGH DECEMBER, GENERAL FUND: \$1,001,925.29
____/____ RC AA MC

GENERAL FUND BUDGET AMENDMENTS TOTALING \$63,950 IN AN INCREASE IN REVENUES AND \$2,110 IN AN INCREASE IN DISBURSEMENTS IN THE FOLLOWING ACCOUNT(S) WERE APPROVED:

ACCOUNT-REVENUES

574	- State Revenue Sharing	\$ 5,570
607	- Administrative Fees	56,800
620	- Pln/Zng Bd App Fees	700
687	- Refunds/Rebates	<u>880</u>
		\$63,950

ACCOUNT-DISBURSEMENTS

400	- Planning Commission	\$ 1,700
680	- Transfer to Other Funds	10
751	- Parks	<u>400</u>
		\$ 2,110

 ____/____ RC AA MC

FIRE OPERATIONS FUND BUDGET AMENDMENTS TOTALING \$520 IN AN INCREASE IN DISBURSEMENTS IN THE FOLLOWING ACCOUNT(S) WERE APPROVED:

ACCOUNT-DISBURSEMENTS

861	- Physicals/Training	\$ 20
957	- Dues Memberships	<u>500</u>
		\$ 520

 ____/____ RC AA MC

BILLS TO PAY (GENERAL FUND):

Bills totaling \$25,318.69 were approved ____/____ RC AA MC

BILLS TO PAY (FIRE OPERATIONS FUND):

Bills totaling \$1,977.14 were approved ____/____ RC AA MC

BILLS TO PAY (FIRE STATION BOND/INTEREST REDEMPTION FUND):

Bills totaling \$41,745.00 were approved
(Principal-\$35,000/Interest-\$6,745)

_____/_____/____ RC AA MC

COMMITTEE REPORTS:

Fire Department:

- 1) Fire Chief's Report

Assessor:

Zoning Administrator (see report):

Planning Commission:

- 1) Will Meet 3/11/13 at 6 p.m.:

Zoning Board of Appeals:

Board of Review:

- 1) March 2013 Board of Review Schedule: (Call 231-845-7801, Ext. 5, to make an appointment)

March 13, 2013 – 2 p.m.-5 p.m. / 6 p.m.-9 p.m.

March 14, 2013 – 9 a.m.-12 noon / 1 p.m.-4 p.m.

- 2) Organizational meeting is scheduled for March 5, 2013 at 10 a.m. All meetings will be held at the Hamlin Township Hall.

Townhall & Grounds:

Transfer Facility:

- 1) **Winter Hours:** 10/1/12 through 4/30/13 – Open Wednesday & Saturday – 9 A.M. to 5 P.M.

- 2) 2012-2013 Recycling Stickers are available. The yearly sticker for recycling is good from June 1st through May 31st. Cost is \$15 for residents and \$50 for non-residents. The 2012-2013 sticker color will be Ruby Red, a hot pink color.

- 3) 13-gallon size purple Township garbage bags can be purchased for \$5 for 10 bags.
30-gallon size green Township garbage bags can be purchased for \$11 for 10 bags.

- 4) Approximately 12 Christmas Trees were collected from January 1, 2013 through January 31, 2013.

- 5) Review/Approve purchase of 13-gallon purple garbage bags. Cost for 6 or more boxes is \$54.92/box. There are 10 rolls of 45 bags for a total of 450 bags per box. Rainbow Bags is the supplier. An order of 6 boxes will cost \$327.72 plus shipping. ____/____/____ RC AA MC

Parks:

Roads:

- 1) Street light at the intersection of Jagger Road and Lakeshore Drive was reported to Consumers Energy on 1/23/13- a work order has been created by Consumers Energy for repair.

- 2) Invoices were sent to Sun Communities, Inc. for their share of the cost for street lights at Tamarac's entrance and Lakeshore Drive/Sugar Grove Road; and, to Mr. Ben Korendyke for his share of the street lights on Ridgeview Court.

Roads (Continued):

3) The 2013 Road Improvement list has been submitted to the Mason County Road Commission. The Road Commission has set aside \$200,000 in local road match monies for townships. Hamlin Township will receive \$18,556 which is based on mileage and population.

4) Request has been sent to the Mason County Road Commission to trim the corner at the intersection of Jebavy Drive and Shagway.

Lake Preservation Society:

Mason County Sheriff Department:

OLD BUSINESS:

1) N. Vandervest forwarded the bid policy, approved by the Board on 9/13/12, to the auditor and the Township attorney. Per a telephone conversation on 9/21/12, the auditor thought the policy was clear and concise and has no problems with it. The Township attorney has reviewed the policy and recommended that on Page 2, second paragraph, "Department Head" should be changed to "elected official/employee" to further clarify. Review/approve changes. ____/____ RC AA MC

NEW BUSINESS:

1) Review/Approve amending Section 6.4, (b) Meeting Agenda, of the Hamlin Township General Policy Manual as follows (changes are underlined and typed in italics): "The Township Supervisor shall prepare his or her agenda and documents; submit to Township Clerk by the Friday before the Township Board Meeting and deliver to all Township Board Members." ____/____ RC AA MC

2) Hold first Hearing on the 2013-2014 General Fund Budget, Committed Monies, Fire Operations Fund, and the Fire Station Bond/Interest Redemption Fund (Fire Station). The Auditor has reviewed the proposed General Fund Budget and the Committed Monies.

- Fire Station Bond/Interest Redemption Fund Update: Because two bonds were paid off early in 2012, the bond will end in 2018 instead of 2020. The millage rate was set at .5000; but in 2005, was reduced to .3000.

3) Review 2013-2014 meeting schedule for the Hamlin Township Board of Trustees.

NEW ITEMS APPROVED TONIGHT: Review and add to the bills to pay list:

CORRESPONDENCE:

1) **DEQ Permits Issued to:**

Freedom of Information Act Inquiries:

*MCL 21.153 Obligations due state or municipality; payment by check or bank draft, date operative; legal tender; and further states, in part: "No receiving officer shall be required to receive in payment of any debt, taxes or other obligation collectible or receivable by him any tender other than gold or silver coin of the United States, United States treasury notes, gold certificates, silver certificates or federal reserve bank notes."

*May 26, 2012, Greg Collins, 3242 N. Piney Ridge Rd., Ludington, MI:

Requested tape of the 5/17/12 Hamlin Twp. Bd. Meeting - Request Granted – **Total Amount Due:** \$9.96. *Made a second recording of the tape and mailed it to Mr. Collins at no additional charge.

*January 7, 2013, Randal A. Wolf, 6023 Barnhart Rd., Ludington, MI:

Requested additional investment reports under MCL 129.96. **Total Amount Received:** \$8.32.

Freedom of Information Act Inquiries (Continued):

*January 9, 2013, Randal A. Wolf, 6023 Barnhart Rd., Ludington, MI:

Requested the audio tape from the 12/13/12 Hamlin Township Board of Trustees Meeting and the audio tape from the 1/7/13 Planning Commission Meeting. **Total Amount Received:** \$13.32.

*January 15, 2013, Randal A. Wolf, 6023 Barnhart Rd., Ludington, MI:

Requested the audio tape from the 1/10/13 Hamlin Township Board of Trustees Meeting and the quarterly report from the Township Treasurer for quarter ending 12/31/12 . **Total Amount Received:** \$9.82.

*As of this date, the Township has spent \$1,239.50 on attorney fees for recent FOIA requests.

ANNOUNCEMENTS:

1) The 2013 Western Mason County Fire District Authority meetings are scheduled for April 15th, June 17th, August 19th, October 21st, December 16th, and January 13, 2014. All meetings are held at the City of Ludington Municipal Building beginning at 3 p.m. The 2012 Annual Report of the Western Mason County Fire District Authority is available upon request.

2) The Mason County Township Officers Association minutes are available upon request.

3) Burning permit number (toll-free): 1-866-922-2876; or visit www.michigan.gov/burnpermit.

*New law bans certain open burning...HB 4207 bans the uncontrolled burning of plastic, rubber, foam, chemically treated wood, textiles, electronics, chemicals and hazardous materials. The bill became Public Act 102 of 2012. Rural residents still can burn yard waste such as brush and leaves; and, household waste such as cardboard and paper products.

4) Video Franchise Complaint Line - New number is 1-800-292-9555.

5) State Representative Ray Franz can be reached toll free at 1-855-347-8101 or by email at rayfranz@house.mi.gov.

6) For the current fiscal year 2012-2013, the combined estimated revenues for the general fund and school aid fund were revised downward by \$219 million according to the January Consensus Revenue Sharing Estimating Conference. Additional information will follow when the Governor presents his FY 2013-2014 budget proposal to the Legislature.

7) Recently introduced Senate Bills 89 and 90, would phase in a concept described as "sales tax on the difference". Once fully phased in, the Dept. of Treasury estimates the state would collect approximately \$250 million less per year in revenue, cutting Constitutional Revenue Sharing by over \$25 million. MTA is opposing this legislation.

8) Community Watch – Hamlin Township’s Community Watch meeting is scheduled for 7 p.m. on January 29, 2013.

🕒 Visit Hamlin Township’s Website: www.hamlintownship.org

COMMENTS FROM FLOOR (LIMITED TO FIVE (5) MINUTES PER PERSON):