

Thursday November 10, 2011  
Town Board Meeting

Present: Mary Ann Sironen, Dave Miller, Dave Mount, Barry Lobbestael, Barb Crow  
Pledge of Allegiance

1. Approve Minutes

- Town Board Meeting October 13, 2011
  - Dave Mount made a motion to approve the minutes, Barb Crow seconded.
    - Section 5 Planning and Zoning: replace “The zoning ordinance has some inequities for zoning structure size, please provide the Town Board with some language that will attempt to solve or resolve some of the problems”. With “Please review the zoning ordinance to determine if there are inequities for larger lots, and if so provide the town board with some language.
    - 4<sup>th</sup> bullet revising town ordinance: add a dash to on-going.
    - New Commission member bullet: there are three “current or upcoming” text openings.
    - Strike the word “Then” in front of Bill Lannon.
    - Mary Ann seconded the amendments. A motion and second have been made to adopt the minutes as amended, Motion passed.

2. Meeting Schedule

- Posted Meetings
  - November 21, 2011 Krook BoA
  - December 8, 2011 Town Board meeting

3. Concerns from the Audience

4. Approve Agenda

- Add under Legal: Krook appeal
- And under Legal: Greenwood Road Easement
- Barb Crow made a motion to approve the agenda as amended, Mary Ann Sironen seconded. Motion passed

5. Treasurers Report

Beginning Balance	\$662,768.00
Deposit	\$ 29,013.50
Expenses	\$104,738.66
Ending Balance	\$587,042.84

- Hold claim and check 179 until FEMA grant funds come in.
- Question on claims 117 and 126. Good to pay
- Need to have a conversation on how the Township makes purchases.
  - Mary Ann will talk to DAT people on purchasing processes.

6. Tabled agenda items from previous month

7. Department Reports

a. Police Chief Report

- Monthly report was discussed by Supervisors.

b. Fire Chief's Report

- Barry Lobbestael gave the Fire Report
- Bill Cox has retired from the Fire Department; Jerry Simmons has also spoken of either retiring in January or taking a year's leave of absence.
- Grant purchase Hose/Racks/Storage have all arrived, we will be requesting payment from FEMA.

c. Planning and Zoning report

- Directors Report
  - At the October Commission meeting Bill and Suzie Lannon presented a proposal to replace their current single family rental structures with two new structures. They are proposing to construct a duplex on the back of the property with handicap accessibility and a quad plex to the front of the property. They have also looked into senior housing but it isn't possible at this time.
  - At their next meeting the Commission will review lot size.
  - Sue and a few Commission members met on Tuesday to have hopefully the last ordinance review before a public hearing. We would like to schedule a public hearing for January or February. If it isn't possible then we could try to do the hearings in increments.
  - The Commission also is planning to do a Comp plan analysis on "what things have changed".
  - A complaint has been received about the property right across from the fish hatchery. There is a lot of junk on the property. The PCA is the regulatory agency.
  - Next Planning Commission meeting is the November 17<sup>th</sup>. There might not be a planning meeting in December.
- New Commission Member
  - Don Sitter has submitted a letter of interest for one of the vacant positions on the Planning Commission. The deadline is: Thursday December 1<sup>st</sup>. Barb Crow will give the interviewees from the last open position a call to see if they are still interested. Interviews can be delayed until January.

d. Legal

- Krook BoA: We will ask our attorney Tim Strom to be present for the Krook BoA. Sue has been working with Mr. Krook to help him understand the process. We are working under the current ordinance. Collected information will be sent to each Supervisor and Tim either by e-mail or if requested paper packets prior to the meeting
- Easement issue at 5249 Greenwood Road. The well for 5249 Greenwood Road is on a 20 foot easement Tim Strom believes might belong to the Township, Sue Lawson believes it might be on railroad easement. Dave Mount wrote the new purchasers a letter but the owners would like to come back and tidy up that issue. Tim said there is a process to remove an easement, a statutory process. Sue suggested that the town should think seriously in not vacating those easements, in the future you might want trails through there. Right now our options aren't costing us anything. Dave Mount will respond to the new owners that if they want us to vacate the easement they will need to follow the process.

e. Roads

- Stormwater – Nothing to report
- Road Report
  - There have been three washouts this year, the Englund Road, Mace Road and Johnson Road. The Mace road has washed out 4 times, the culvert was replaced, same with the Johnson Road.
  - Dave Miller and Bob Rodda are going out at the end of the year to prepare both road projects and the budget for next year.
  - The County has requested two turn arounds, one at the Shilhon Road and one at the end of the North Ryan.

f. Community Center

- Facility Report: The Township has received many compliments on what has been done at the community center. All the construction work is done, propane tank work is scheduled. The old gas pumps have been removed and everything pending has been resolved. Landscaping around the trees and the front is done. Lighting is needed for the auxiliary parking lot but there haven't been enough accidents to warrant a light from the County, this project will wait until next year. Lighting for the recreation facilities will be taken care of by the volunteer crew. Questions for the facilities meeting: Who pays lights/heat for the skating rink warming shack is this an expenditure for the recreation dept? Extra snowplowing?

- Community Education: There has been good response to the classes offered, lots of community interest. There are 12 people in the Norwegian class. Snowmobile safety class has about a dozen kids. Community Education is sponsoring a Christmas program as NSCS will not be having a regular holiday program. The Community Edu office will be remodeled.
  - Recreation: the hockey rink is up, one side of the rink is facing the new addition to the school and cars park in the lower lot, galvanized fencing might be the best option. Kevin recommends we spend \$850.00 to install the galvanized fencing. The volunteer group will finish the outside of the warming shack. Snowplowing has been resolved on the side of the rink towards the warming shack. The goal is to have the area used spring, summer and fall, possible basketball hoops for future multiple uses. Kevin is putting together a maintenance plan and has also priced a pull behind sweeper for the rinks \$350.00.
  - Questions: Will there be rental charges for the hockey rink? It is a community center, I don't know if we should charge. If it was a private party it could be considered similar to renting out a room in the community center. Should we schedule an open time? We need to work on scheduling and concession details. The Ball field has several options a lot can be changed with a little bit of work.
- g. Town hall
- The shades are in and have been installed.
  - Election grant: Barry Lobbestael got an estimate for the automated door. The grant deadline has been extended until December.
  - Painting was postponed by weather it will now happen next year.
  - How interesting it might be purchasing the Lighthouse as township property the auction is December 7<sup>th</sup>. It did not say sealed bids, it does have a commercial kitchen but there is a real danger in fragmenting the offices. The township has very little commercial zone property but the Lighthouse is very limited in what it can become in the future. It was worth a discussion and would be a good buy. The question is would it fulfill our needs to purchase that building? Is that the best place to put our town hall? If you want to keep our town hall why would you want to fragment the town offices?
- h. Materials Management
- Recycling
    - As busy as ever. Back to winter hours.
    - Substitute Shed Keeper: Dave Mount made a motion that supervisors Crow and Sironen work with Carolyn to interview and select for the new substitute shed keeper position, Barry Lobbestael seconded. Motion passed. Pat Kelly and David Hooey have expressed interest in the position.
  - D/NSSD Mary Ann Sironen made a motion to adopt the resolution. Barry Lobbestael seconded Motion passed.
- i. Cemetery: Molly searched for a second estimate to straightening monuments. Because it was late in the season the monument straightening will take place next year. Should we increase rates for winter burials?
- j. Communication: we are communicating.
- k. Personnel
- Policy for Payroll Submission for Town Employees: Everyone submits things differently. There isn't a clear understanding of what the stipend represents. If you are a salaried supervisor and also act as an hourly employee you have to take extra steps in reporting your wages. It is a self policing issue. Should we encourage hourly rates versus the meeting time charge? You have to make sure you are doing supervisor work instead of hourly work and then put a cap on that amount. The stipend covers the phone calls that come at home all the time and there is no control over how many of those we receive. The definition of a meeting isn't perfect. The things that have stipends need some clarification. Barb Crow would propose eliminating the stipends all together and figuring out how much you work for the township, then put a cap on the total amount in the budget. Barb Crow and Mary Ann Sironen will do more research.

8. Correspondence

- Property Tax Notice
- 2012 MATIT Insurance: Barb Crow will review
- U.S. Department of Commerce Survey: Dave Mount will fill it out and send it in.

9. Old Business

i) Basketball rental: the issue of rental fee charged for basketball was discussed last month. Recreation is charging \$25.00 for an 8 week session. Mark Pavlisich paid \$100.00 for 4 – 8 week sessions. The hockey rink is also a community facility and we don't make them pay so there isn't a clear distinction. Fees should be consistent between the town hall, recreation and community education. Mary Ann and Kevin will re-look at the policy.

10. New Business

i) Legal holiday policy: Veteran's day is a state mandated holiday. Dave Mount proposed the board adopt a policy for salaried employees. Barb Crow: we have a lot of salaried employees in the township, some benefit from some holidays some don't, how do we compensate other employees equally, perhaps a flexible schedule? Dave is withdrawing his motion and referring the issue to the personnel department.

ii) December holiday gathering: The Town Board meeting will begin at 5:00 instead of our normal 7:00 p.m. we will have a pot luck social time following a hopefully short meeting.

11. Motion to adjourn: Dave Miller made a motion to adjourn, Barb Crow seconded. Motion passed at 10:03 p.m.