

BLAIR TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
November 12, 2019
6:00 P.M.
APPROVED

CALL TO ORDER: The regular meeting of the Blair Township Board of Trustees was held at 6:00 P.M. on November 12, 2019 at the Township Hall and was called to order by Supervisor Blonshine.

OPENING CEREMONIES: The Pledge of Allegiance was recited.

ROLL CALL: Members Present: Fleis, Kucera, Wolfgang, Blonshine, Campbell, Zeits and Fitzpatrick. Also in attendance were Zoning Administrator Lisa Guerrieri, Emergency Services Director Eric Somsel and three (3) guests.

BRIEF PUBLIC INPUT: There was none.

APPROVAL OF AGENDA: Supervisor Blonshine stated that she would like the following items added to the agenda under "New Business":

- N. Heating/Cooling System Quotes
- O. Planning and Zoning Webinars at Joint Meetings

Moved by Wolfgang second by Fleis to approve the agenda with changes. **Motion carried.**

DECLARATION OF CONFLICT OF INTEREST: None stated.

PRESENTATIONS/SPECIAL REPORT:

Grand Traverse County Commissioner Report: No Commissioner present.

Sheriff's Report: Officer Karczewski gave his report.

Grand Traverse County Road Commission: Andy Marek reported that the commission is still discussing the Stadium Drive issue, that they have reached a resolution with the Bush Road situation and that new county maps will be printed this year. He also reported that the commission will likely ask for a renewal of their road millage and that dirt and gravel roads are in bad shape right now due to all of the rain and now the cold.

Wade Trim/ Operation Services Report: Nothing to report.

Treasurer Report: Board member Campbell gave her report.

ANNOUNCEMENTS/CORRESPONDENCE: Supervisor Blonshine reported that she met with Cherryland Electric and Wolverine Power who want to work with the Township on a pollination area in the Community Garden.

CONSENT CALENDAR

<u>FUND</u>	<u>CHECK NUMBERS</u>	<u>TOTALS</u>	<u>REPORTS</u>
Pooled Operating	#3284-3373	\$820,193.07	Emergency Services Report
Trust & Agency Fund	#1050	\$ 2,197.50	Water Dept. Report
Tax Account	#6450-6453	\$ 24,236.48	Supervisor/Zoning Report
Payroll Check/EFT	#1409-1416	\$ 51,574.50	Minutes Regular Meeting
Direct Deposits		\$ 63,896.26	October 8, 2019
			Minutes Special Meeting
			October 15, 2019
			Minutes Special Meeting
			October 29, 2018

Supervisor Blonshine had the following correction to the October 29,2019 Special Meeting minutes:

Under New Business Item A., the last sentence in the first paragraph should read “there is no funding except for the property owners on the lake’ instead of homeowners.

Moved by Wolfgang second by Fleis to approve the Consent Calendar with the change to the October 29, 2019 Special Meeting minutes. **Yes:** Blonshine, Fitzpatrick, Fleis, Zeits, Kucera. **No:** None. **Motion carried.**

UNFINISHED BUSINESS:

Winter 2019 Newsletter

Moved by Wolfgang second by Zeits to approve the Winter 2019 Newsletter as presented.
Motion carried.

NEW BUSINESS:

- a. **2nd Public Hearing for Special Assessment District Silver Lake Eurasian Water Milfoil Control**

Opened the Public Hearing at 6:20 pm.

There was no public comment.

Closed the Public Hearing at 6:21 pm.

b. Resolutions

1. #2019-23 Silver Lake Milfoil Special Assessment

Moved by Fitzpatrick second by Kucera to adopt Resolution #2019-23 Special Assessment District for Silver Lake Eurasian Milfoil Control Final Adoption. **Yes:** Wolfgang, Campbell, Blonshine, Zeits, Fitzpatrick, Fleis and Kucera. **No:** None. **Motion carried.**

2. #2019-24 Set Alternate Date for March Board of Review

Moved by Kucera second by Fitzpatrick to adopt Resolution #2019-24 Set Alternate Date for March Board of Review. **Yes:** Fitzpatrick, Zeits, Kucera, Fleis, Wolfgang, Campbell and Blonshine. **No:** None. **Motion carried.**

3. #2019-25 Apply for Funding from Michigan Par Plan

Moved by Wolfgang second by Zeits to adopt Resolution #2019-25 to Apply for Funding from Michigan Par Plan. **Yes:** Campbell, Fitzpatrick, Kucera, Zeits, Fleis, Blonshine and Wolfgang. **No:** None. **Motion carried.**

c. Budget Amendments

1. Fire Budget

Moved by Blonshine second by Fleis to amend the Fire Budget by increasing 205-000-501.000 FEMA Grant Revenue by \$17,667.00 and increasing 205-345-998.000 FEMA Grant Expenditures by \$17,667.00 **Yes:** Wolfgang, Kucera, Fleis, Zeits, Blonshine, Fitzpatrick and Campbell. **No:** None. **Motion carried.**

2. General Fund Budget

Board member Wolfgang explained that when we did the budget we had a maintenance person who mowed the grass at the cemeteries, and now we are contracting the mowing out, so that is why this amendment is needed.

Moved by Blonshine second by Fitzpatrick to amend the budget by increasing 101-276-805.001 Cemeteries Contractual Services by \$5,000.00 and decreasing 101-101-790.000 Contingency by \$5,000.00. **Yes:** Campbell, Fitzpatrick, Blonshine, Kucera, Zeits, Wolfgang and Fleis. **No:** None. **Motion carried.**

3. Fire Budget

Board member Wolfgang explained that when the Emergency Services Director put his budget together he did not include the increase for Stand By from NW Michigan Fair or the Old Engine Show, or the Pit Spitters Stand By.

Moved by Fitzpatrick second by Zeits to amend the budget by increasing 205-000-676.002 Fire Stand By Revenue by \$5,300.00. **Yes:** Fleis, Zeits, Wolfgang, Fitzpatrick, Campbell, Blonshine and Kucera. **No:** None. **Motion carried.**

4. EMS Budget

Board member Wolfgang explained that this amendment is needed due to the sale of the Yukon.

Moved by Fitzpatrick second by Wolfgang to amend the EMS budget by increasing 210-000-673.000 Sale of Fixed Assets Revenue by \$3,451.00. **Yes:** Kucera, Blonshine, Fitzpatrick, Fleis, Wolfgang, Campbell and Zeits. **No:** None. **Motion carried.**

d. Delinquent Roll-Over for the 2019 Winter Tax Bill

Moved by Wolfgang second by Fleis to approve the request to roll-over the delinquent water and sewer usage and water and sewer assessments bills to the winter tax bills. **Yes:** Blonshine, Fitzpatrick, Zeits, Wolfgang, Fleis, Kucera and Campbell. **No:** None. **Motion carried.**

e. Waiver Request with Surety Bond – Blair Business Commons – Brett Campbell

Brett Campbell requested that he be able to construct his building in February 2020 without the road and parking lot being completed due to the lack of contractors available and the weather not cooperating.

Moved by Wolfgang second by Zeits to approve the request to waive the completion of the road with a surety bond for private roads Dye Drive and Casco Place. **Yes:** Campbell, Zeits, Wolfgang, Fleis, Kucera, Fitzpatrick and Blonshine. **No:** None. **Motion carried.**

f. Remand Hughey Investments LLC Storage Unit Development back to the Planning Commission

Moved by Blonshine second by Fitzpatrick to approve the request to remand Hughey Investments LLC Storage Unit Development back to the Planning Commission. **Yes:** Fitzpatrick, Fleis, Kucera, Blonshine, Campbell, Zeits and Wolfgang. **No:** None. **Motion carried.**

g. Capital Improvement Plan Review

Supervisor Blonshine asked the board members to review the Capital Improvement Plan and bring any suggestions and or questions to the next meeting.

No action taken.

h. Purchase of Additional Tabulator for 2nd AV Counting Board

Board member Wolfgang requested the purchase of another tabulator for running a 2nd AV Counting Board due to the increase in absentee voters. The quote is for \$5,624.00 and she stated that the money is available in the Election Budget.

Moved by Fitzpatrick second by Kucera to approve the purchase of a tabulator for up to \$5,624.00. **Yes:** Zeits, Fleis, Wolfgang, Campbell, Kucera, Blonshine and Fitzpatrick. **No:** None. **Motion carried.**

i. Offices Closed for March 2020 Primary Election

Board member Wolfgang discussed the Township Offices being closed during the Presidential Primary Election on March 10, 2020.

Moved by Fitzpatrick second by Fleis to close the Township Offices on March 10, 2020 During the Presidential Primary Election, employees will have the day off with pay, except for the Deputy Clerk who will have the opportunity to choose a different day off with pay. **Yes:** Wolfgang, Zeits, Fleis, Campbell, Blonshine, Kucera and Fitzpatrick. **No:** None. **Motion carried.**

j. New Directions Employee Assistance Program – Renewal

Board Member Wolfgang stated that we are up for renewal of the New Directions Employee Assistance Program. The cost for the membership is \$922.00 for the year.

Moved by Fitzpatrick second by Fleis to approve the renewal of the New Directions Employee Assistance Program in the amount of \$922.00. **Yes:** Fitzpatrick, Zeits, Campbell, Blonshine, Wolfgang, Kucera and Fleis. **No:** None. **Motion carried.**

k. Provide Free Notary Services for Applicant to the Independent Citizens Redistricting Commission

Board Member Wolfgang explained the request to offer free notary services to the individuals who will be applying for the commission. The application is required to be required to be notarized. It was requested that we offer this at no charge.

Moved by Blonshine second by Fitzpatrick to approve the request to offer notary services to applicants for the Independent Citizens Redistricting Commission at no charge. **Yes:** Fleis, Fitzpatrick, Blonshine, Campbell, Wolfgang, Zeits and Kucera. **No:** None. **Motion carried.**

I. New Township Policy – Transfer of Personal and/or Vacation Time from One Employee to Another

Supervisor Blonshine reviewed the proposed policy.

Moved by Blonshine second by Fitzpatrick to adopt Policy #2019-02 for Transfer of Personal and/or Vacation Time from One Employee to Another. **Yes:** Wolfgang, Kucera, Fitzpatrick, Campbell, Fleis, Zeits, and Blonshine. **No:** None. **Motion carried.**

m. 2019/2020 Snow Plowing Bids

Supervisor Blonshine presented the bids that were submitted for snow plowing for the 2019/2020 season. Blonshine requested approval of the bid from Alpers, it was the lowest bid submitted.

Moved by Blonshine second by Wolfgang to approve the bid from Alpers for snow Plowing for the 2019/2020 season. **Yes:** Campbell, Blonshine, Zeits, Wolfgang, Fitzpatrick, Fleis and Kucera. **No:** None. **Motion carried.**

n. Heating/Cooling System Quotes

Supervisor Blonshine reported on the results from the yearly maintenance that was done on the furnaces in the Township building. One of the furnaces is inoperable and has been shut down at this time. The second furnace in the Township offices is currently working but needs significant repair. Due to the age of the unit and the repairs needed it is suggested that both units be replaced. It was stated that there are enough funds in the current budget to cover the expenses. Bids received were from Team Bob's and Grand Traverse Refrigeration. ***D & W Mechanical could not provide a quote until the end of December, so only two bids were considered.***

Moved by Blonshine second by Wolfgang to approve the bid from Team Bob's for two (2) Furnace/AC units with humidifiers at a cost of \$19,629.82. **Yes:** Campbell, Blonshine, Zeits, Wolfgang, Fitzpatrick, Fleis and Kucera. **No:** None. **Motion carried.**

o. Planning and Zoning Webinars for Joint Meetings

Supervisor Blonshine state that she would like to have the members at the Joint Meetings participate in watching webinars that are put on by MSU Extension. They are minimal cost and would provide some education for the members. Next scheduled meeting is January 21, 2020.

EXTENDED PUBLIC INPUT

Linda Pepper stated that she was here and available for anyone who wanted to sign the recall petition for Rep. Larry Inman.

ADJOURNMENT: 7:16pm.

Jennifer Rinehart
Deputy Clerk