

APPROVED MINUTES  
PINE TOWNSHIP REGULAR BOARD MEETING  
MONDAY, MAY 13, 2019 AT 7:00 P.M.

CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Supervisor Hansen, followed by the Pledge of Allegiance and prayer.

PRESENT: Edwin Hansen, Supervisor; Marla Sprague, Clerk; Lynwood Cannon, Trustee; William H. Burr, Trustee

ABSENT: Rachel Pitcher, Treasurer

STAFF PRESENT: Linda Hansen, Deputy Supervisor; Barbara Kaaikala, Deputy Clerk; Steve Buchholz, Zoning Administrator; Larry Allen, Planning Commission member

APPROVAL OF AGENDA

Hansen amended #18 Bids for Cement Slab for Picnic Tables to Bids for Grading for Picnic Tables

PUBLIC VOICE

Robert Shilling reported that he has talked to Mark Christensen of the Road Commission of Montcalm County regarding the dump near his property and obtained Road Commission Minutes of November 4 and November 18, 1957, which contain some of the information on the 5-year contract between the Road Commission and Pine Township regarding said dump. Shilling requested that Sprague provide him with a copy of the November, 1957 Pine Township Board Minutes, which he was told would contain the remaining information regarding the contract that was not in the Road Commission Minutes.

APPROVAL OF MINUTES

Cannon moved, supported by Sprague, to approve the April 8, 2019 Minutes with the following corrections:

1) Burr moved, supported by Cannon, to correct the Public Voice section of the Minutes by clarifying that the Planning Commission recommendation was for Pitcher Perfect Excavating to replace the damaged picnic table at no cost to Pine Township.

Motion carried.

2) Hansen moved, supported by Cannon, to correct the Cemetery Report section of the Minutes to include the omitted information on the purchase of cemetery flags:

Sprague moved, supported by Pitcher, to authorize the purchase by Shindorf of black dirt, 6 grave markers and 16 dozen flags for placement prior to Memorial Day, 2019. Motion carried.

3) Correct the transposition of numbers in the Budget Amendment section of the Minutes. Eight hundred seventy-three and 50/100 dollars (\$873.50) was transferred, not eight hundred thirty-seven dollars and 50/100 (\$837.50).

TREASURER/FINANCIAL REPORTS (on file)

Pitcher was absent from the meeting. Sprague reported that her bank reconciliations matched Pitcher's documents. Hansen declared that the Treasurer's report stands as filed.

ZONING ADMINISTRATOR REPORT (on file)

Buchholz's report is on file. There were 9 zoning permits, one of which was a demolition permit, 1 land division, and 1 land combination application during the month of April.

Buchholz further reported that he is in the process of investigating and writing letters to property owners regarding five blight reports and will be performing an inspection and researching the permits, etc., and necessary for the Miller Steel company that is moving from Cato Township to Pine Township.

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ROAD REPORT

The \$113,000 estimate from the Road Commission of Montcalm County for work on Cannonsville Road was discussed. Due to budget constraints, this project will be looked at for next year rather than this year.

FIRE REPORT

Burr reported that the monthly firefighter training was conducted in April, and that the number of fire runs has been light during the past three months.

CEMETERY REPORT

Shindorf did not submit a written report, but informed Sprague that foundations are being set, the flags are in, and preparations are being made for Memorial Day.

OLD BUSINESS

SPRING CLEANUP

Spring Clean Up was held on Saturday, April 27, 2019 from 8:00 AM until noon at Pine Township Hall. Six containers were filled at a cost of two thousand, three hundred ninety-four and no/100 dollars (\$2,394.00).

DAMAGED PICNIC TABLE

Cannon moved, supported by Burr to accept the Pine Township Planning Commission April 8, 2019 recommendation to require Pitcher Perfect Excavating to replace the picnic table that was damaged on Township Hall grounds during the winter snowplow season. Motion carried.

QUICKBOOKS UPDATE

Sprague reported that the QuickBooks program has been updated on the Clerk laptop computer.

RESCIND APRIL MOTION AUTHORIZING CLERK TO PURCHASE A LAPTOP COMPUTER

Hansen moved, supported by Burr, to rescind the April 8, 2019 motion authorizing Sprague to purchase a new laptop computer. Motion carried.

TESTING OF TOWNSHIP HALL WATER

Sprague has a check written and everything prepared that is required to obtain a test of the water on the Hall grounds. In the absence of both the Treasurer and Deputy Treasurer (check cannot be signed), Hansen moved, supported by Cannon, to authorize Sprague's use of the Township credit card to complete the test requirements. Motion carried.

PILT PAYMENT UPDATE

Sprague has talked to a representative of the State Dept. of Treasury regarding the PILT \$5,347.57 fourth quarter 2017 State Tax payment issue, and will follow up with another phone call tomorrow.

NEW BUSINESS

SUPERVISOR REPORT

Hansen reported that he has placed a lock on the building in West Pine Cemetery after finding beer and milk crates in the building. He further reported that a dumpster was stolen from Farnsworth Park, was replaced, and the second dumpster was also stolen.

CLERK COMPUTER

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Hansen moved, supported by Cannon, to authorize Sprague to purchase a computer for Clerk use at a cost not to exceed \$1,000.00, and to use the Windows 10 laptop currently in use in the Clerk's office as a replacement for the no-longer-supported Windows 7 epollbook computer. Motion carried.

**BIDS FOR GRADING FOR PICNIC TABLES**

Hansen reported that three bids ranging from \$450.00 to \$910.00 had been received for the grading to prepare the ground for cement slab on which the two picnic tables will be sitting. Hansen moved, supported by Burr, to accept the bid from Pleasant Valley Excavating, the lowest bid, *with Pine Township contributing \$100.00 toward the balance*. Motion carried.

Hansen moved, supported by Cannon, to refer back to the Pine Township Planning Commission July 8, 2019 meeting for the ~~soliciting~~ *purpose of obtaining bids on the cement work for the 8' x 16' cement slab, to be brought back to the Pine Township Board to be addressed with the availability of funds according to the 2019-2020 budget*. Motion carried.

**ELECTION REPORT**

Sprague reported that 164 voters participated in the May 7, 2019 election, with 80 being absentee voters and 84 voting in person. There were 58 Yes and 106 No votes. A bill has been prepared to be sent to Lakeview Community Schools for reimbursement of Pine Township's cost of \$1,021.30 cost of running the election.

An election will be held in August for Central Montcalm Public Schools. One voter resides in Pine Township. This voter will either vote in Douglass Township or with an absentee ballot obtained from Pine Township.

Sprague moved for the Board to approve tonight the payment of the election workers for the May 7, 2019 election. With no support, the motion failed.

**BIDS FOR SIDEWALK FROM DOORWAY ON EAST SIDE OF HALL TO PARKING LOT**

Sprague moved, supported by Cannon, to table solicitation of bids for the sidewalk. Motion carried.

**COMMUNITY SHRED DAY**

June 14, 2019 is Shred Day at Mercantile Bank in Lakeview.

Saturday, July 20, 2019 is Residential Shred Day and Mid-Michigan District Health Department in Stanton.

**WATER SOFTENER REPAIR**

Cannon moved, supported by Burr, to authorize Hansen to arrange for repair of the Township Hall water softener. Motion carried.

**HAZARDOUS WASTE COLLECTION**

Hazardous Waste Collection will be held on June 15, 2019 at the Mid-Michigan District Health Department in Stanton.

**MILEAGE REIMBURSEMENT FOR STEVE FISK, CITIZEN LIASON, LAKEVIEW DISTRICT FIRE DEPARTMENT**

Cannon moved, supported by Sprague, to pay Steve Fisk \$125.00 to reimburse for mileage for the 2018-2109 fiscal year. Motion carried.

**MTA RESOLUTION FOR NON-PARTISAN TOWNSHIP OFFICES**

Hansen moved, with no support, to vote on the Resolution for NonPartisan Township Offices requested by Michigan Townships Association.

Roll Call Vote:

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Hansen – No; Sprague – No; Cannon – No; Burr – No  
Resolution not adopted.

SALARY RESOLUTION

Burr moved, supported by Cannon, to adopt the Salary Resolution keeping the Supervisor, Clerk, and Treasurer salaries the same as in the past, \$11,500.00 each.

Roll Call Vote:

Hansen – Yes; Cannon – Yes; Sprague – Yes; Burr – Yes

Resolution adopted.

JUNE, 2019 BOARD MEETING DATE

Burr moved, supported by Cannon, to change the June, 2019 Board meeting date from June 10, 2019 to June 24, 2019 at 7:00 P.M.

Roll Call Vote:

Sprague – Yes; Cannon – Yes; Burr – Yes; Hansen – Yes

Resolution adopted. Sprague will publish this in the Daily News.

MONTHLY BILLS

Burr moved, supported by Cannon, to pay checks 1370 – 1409 + check 1415 in the amount of thirteen thousand, ~~three~~ *five* hundred and 84/100 dollars (~~\$13,300.84~~) (**\$13,500.84**), (checks 1395 and 1401 being void). Check 1375 reflects a \$2.97 late fee to Consumers Energy. Motion carried.

ADJOURNMENT

Burr moved, supported by Cannon, to adjourn the meeting at 8:20 P.M. Motion carried.

Respectfully submitted.

Marla Sprague

Marla Sprague, Clerk