

Minutes of the June 3rd, 2019 meeting of the Sherman Township Board.

The regular meeting of the Sherman Township Board was held on June 3rd, 2019 at 7:30pm at the township hall. Meeting was called to order by Supervisor-Miller. After the pledge of allegiance, roll call was taken. Members present; D Berens, K. Berens, R. Miller, K. Smalligan, and J Kukal. Absent none.

There was a motion by K. Berens, 2nd by K. Smalligan to approve the agenda with the addition of Sewer board reappointments and extension of C. Wallace's term as assessor. All yes, agenda approved.

Minutes were presented and correction was needed in the 2nd paragraph to change D. Berens to K Smalligan to check on phone vendors. Also noted was the lack of balanced funds sheets, due to the absence of a clerk for month of May. There was a motion by K. Smalligan, 2nd by D. Berens to contact the auditor for assisting the new clerk and treasure with the task of balancing books. All yes, motion passed. There was a motion by K. Smalligan, 2nd by D. Berens to approve the minutes of the May 6th, 2019 regular meeting with the correction of Paragraph 2 and funds sheets not balance until new clerk & treasurer can meet with auditor. All yes, minutes approved.

Public comment;

Sandy Tanis asked about the status of the property on 12th St that had burnt. G Smalligan reported that new owner has made contact inquiring about possibility of setting a small cabin on the lot. C Kukal reported that new owner also made contact with him and was told that the property was to be cleaned up before future plans could be discussed. The owner is working on the cleanup and both G. Smalligan and C. Kukal are monitoring the progress. K Berens commented about the fire bill of \$3,000 that there has been no response from new or previous owner on payment.

S Stroven reported that the Crystal Lake Association discussed the possible updates and maintenance to the memorial stone at the Lake Park and they are asking if the board would cover maintenance cost for the park. K. Smalligan asked supervisor Miller for clarification on L Hoppa's maintenance duties and if the Lake Park was included in such duties. Miller confirmed that the Lake Park was included in those duties and for S Stroven and L Hoppa to coordinate on what needed to be done.

Carolyn Carrier brought up the subject of the road conditions on Bingham and that there was no improvement from earlier this spring. Miller reported that he had contacted the road commission and they were supposed to make maintenance improvements when the weather dried up in the spring and current weather conditions are still very wet. Carolyn commented that it had been recently graded, however was still very rough. Miller said he would make contact again with the road commission.

Treasure presented the report highlighting that Ryan Brandt had returned the check payment for working on the phone system, due to the fact that he could not fix the issues properly. K. Berens is working on updating list of officials for newsletter subscriptions. K. Berens reminded the board of the upcoming June 5th Quarterly Township Officers Meeting at the County Building in White Cloud at 7:30pm. Miller brought up the opportunity and payment of seminars coming up in June and July for those interested. K. Smalligan asked who was interested; Wallace, Miller and Stroven will be attending the one in Cadillac on June 20th for the cost of \$273 and K Berens had check ready. Miller plans to attend 1 day at the two day seminar at Shanty Creek on July 11th at the cost of \$146. (If he decides to stay for second day he will ask for reimbursement of additional costs). J Kukal and S Tanis will plan to attend the July 17th & 18th retreat at Shanty Creek with registration fees of \$329 per person. No other officials were interested at this time in attending. There was a motion by K Smalligan, 2nd by D Berens to approve the treasurer's report and cover the cost of above indicated seminar and training costs. Roll call vote taken, Yes: K. Berens, D Berens, K Smalligan, R Miller, J Kukal Motion passed.

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Miller pointed out the upcoming training for the new clerk and deputy clerk coming up later that week. There was some confusion on what training was for what and how crucial each one was to the position at this time. J Kukul said she will work on sorting out what is crucial to attend and make those arrangements. At this time J. Kukul and S Tanis plan to attend the June 6th& 7th New Clerk Accreditation Training in Lansing with no registration cost, but hotel costs. There was a motion by K Smalligan, 2nd by K Berens to cover the cost of overnight lodging for the training in Lansing if the two attended. Roll call vote, yes; K Berens, D Berens, K Smalligan, R Miller, J Kukul Motion passed.

Supervisor-Miller asked C Kukul if all was ready for the upcoming junk drive. C Kukul reported that they were all set as long as the signage was ready. Miller confirmed that the signage was indeed ready and that he would not be able to attend on Saturday. K Smalligan, D Berens and K Berens all confirmed that they would be present. K. Berens confirmed that lunch had been ordered. C Kukul recommended the use of a spread sheet and receipt system for recording and keeping consistent pricings. He said he would work on putting one together for Saturday.

Miller reported that the township Insurance is up for renewal and he has invited a representative to come to the July meeting to speak. Miller read the letter from the company and handed out copies of current coverage. He gave a copy of the questionnaire to D Berens to be completed at the next zoning meeting and returned to the rep before June 31st.

Miller read a letter from the county recycling aloud. The program directors were asking for contributions from the township. K Smalligan commented that the township has contributed in the past. D Berens said prices are down and K Berens suggested not to contribute at this time.

Miller read a letter from Commissioner Twing about the county mining operations which asked for correspondence on any and all mining operations in the township. Miller asked C Kukul follow up with this and make sure the township is in compliance.

Miller brought up the subject of background checks for the new hires. The attorney recommended a few companies and what level of background checks needed. The cost for those companies would be between \$175- \$200 per person. J Kukul mentioned that there are many cheaper and just as reliable routs to obtaining background checks such as the local police department. K Smalligan recommended that we look at other options before using either of the companies recommended. A motion was made by K Smalligan, 2nd by D Berens to cover the cost of the new employee background checks up to \$250 total. Roll call vote, yes; K Berens, D Berens, K Smalligan, R Miller, J Kukul Motion passed.

S Stroven reported that the phones were still not working correct. K Smalligan reported that one company out of Grant quoted a cost of around \$4,600 for the updates to the system. D Berens said he had talked with Windameuler and k Berens asked for more quotes from other companies before decisions are made. Subject of phones was tabled until more quotes could be provided at July meeting.

S Stroven said he would get with J Kukul and provide building keys. K Smalligan suggested the use of a recorder for the clerk to use for help with minutes. C Kukul said it would be legal as long as it was announced at the start of each meeting that it is an "open meeting and a recorder was being used for the record keeping process." That subject was left up to the new clerk to decide on her preference.

K Berens reported that \$0 were collected for fire runs and \$1,371.35 had been billed last month.

D Berens reported that the planning commission continued to work on formatting updates at the last meeting and few people took advantage of the ZBA meeting at the Shack.

G Smalligan gave out a copy of his building inspector's report and verified he had 8 inspections last month.

Zoning administrator C Kukal reported that he is still having computer issues and could not print. He had to resort to the old paper/pencil form for providing permits. He also voice concerns about the router not working correctly either. Motion was made by K Smalligan, 2nd by D Berens for C Kukal to take the computer to Fremont Computers to be updated or replaced and for S Stroven to check on updates for all desk tops and the router. No discussion Roll call vote, yes; K Berens, D Berens, K Smalligan, R Miller J Kukal Motion passed.

The White Cloud Sherman Utilities report was given by K. Koprolaes, she said the sewer board talked about repairs of laterals and provided a sample of a lateral policies. S Stroven reported on old policy procedures with backups and how if the main line was still flowing it would be the property owner's problem to repair. White Cloud threatened to not sign a new contract if the lateral issue was not addressed. They did end up signing and provided the sample for future improvements. S Stroven requested for that any constructive ideas be presented to either K. Koprolaes or himself before the next meeting in July. D Berens asked about updates on White Cloud's improvements and S Stroven reported that it is in the approval stage now. S Stroven reminded the board that both positions were up for reappointment and that he and Karen would be interested in keeping their current positions. Currently K. Koprolaes is the regular appointment to the board and S Stroven is the alternate. Motion was made by D Berens, 2nd by K Smalligan to reappoint both Karen and Stan to current positions for sewer authority. No further discussion Vote taken, all yes Motion passed

Assessor- C Wallace started her report with a thank you to the board for approving the upcoming seminars and reinforced the importance of training and information these will provide. The future GIS class should provide more information on the need of an addition computer or not. Miller brought up the fact that the appointment of C Wallace was up that night and would need to be renewed. S Stroven brought up that the original appointment was to run from January to June 1, 2020. Board agreed and no reappointment was needed.

Karl DeVisor reported that the movement of the flag pole & sprinklers was done & with no problems. C Kukal reported that K Berens, D Berens, K Smalligan and R Miller all were able to take the tour of the cemetery as previously planned. He also recommended finishing the updates to the cemetery in stages rather than one lump project. Newaygo County Engineering will be providing an estimate for the proposed additions to the cemetery. Miller expressed his disappointment with the removal of the trees along the south line that will still need to be removed before the parking on South side can be finished. He recommended that the survey should be done and remaining trees removed. C Kukal said he will set up a meeting with the surveyors for K Smalligan and R Miller to also attend. K DeVisor reported that 50 sites were still available and about 15 were sold last year.

G Smalligan reported that there was not a meeting for White Cloud Fire Authority last month. Miller brought up the need to possible replace M Stocking on the White Cloud Board, due to the need of a township board member representation. S Stroven said he thought it didn't have to be a township board member and that M Stocking would like to stay in the position. S Stroven will look into the stipulations and report back to the board with his findings. S Stroven also reported that White Cloud hired Jahrs to reseal the parking lot and are considering opening up the building for public use.

For new business Miller reported that he had checked with the attorney to confirm whether or not it was legal for the old clerk to act as a consultant to the new clerk and the answer was yes at an hourly rate. C Kukal

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mentioned that M Stocking said he was open to the consultant idea and that he could contact him for verification. Motion was made by K Berens, 2nd by D Berens to have C Kukal contact M Stocking to provide consultant support for the new clerk. Roll call vote, Yes K Berens, D Berens, K Smalligan, R Miller, J Kukal

Miller presented the board with a bill for signage updates from HIPPA and asked about the current signage on the clerk's office floor. No one had the information need to make a decision so Karen recommended that someone check with the county to see what must be displayed to be in compliance.

The floor was opened for new business and Carolyn Carrier asked K Smalligan how often his private road was fixed. K Smalligan explained that it was fixed when needed by cost covered by himself and that the township has not paid for any dirt road improvements in the past. Carolyn Carrier claimed that the county would not do anything until an estimate was provided by the township. C Wallace recommended that Carolyn Carrier go to the county again and ask for what they need from her and township in writing. R Miller said he would also make an additional call to the county.

Bill Bowen presented the board with an advertisement for Garfield Township's junk days and proposed that the board consider making Sherman Township's junk drive free. K Berens commented that most townships in the county do offer a free junk drive. There was more public discussion on how the poor cannot afford to pay to get rid of their trash and how it ends up being dumped where we don't want it dumped.

S Stroven reported that M Stocking is no longer the primary contact for the retirement program and that S Stroven himself moved up from secondary into that primary position. He said he asked K Berens to take the secondary position and she accepted those duties. He had done some researching and discovered that an updated system for gaging the payments needed to be implemented in order to avoid the large catch up payment that had occurred in years past. So he is working with the accountant to implement a more accurate payment schedule and the possibility of an extra contribution option for employees. R Miller questioned why the board was not informed of the whole primary and secondary contact situation and whether S Stroven should be taking a position rather than a board member. K Smalligan questioned S Stroven about his role as consultant to the assessor and if his involvement in other areas were over stepping those duties. It was determined that S Stroven only logged hours for the consultant duties and not the extra roles he voluntarily took on and that he had been second to this program for over 3 years. It was left that R Miller would look into whether both contacts needed to be board members or not and S Stroven would continue to work on updates to the program for now.

Meeting adjourned at 9:56pm. Submitted by: Jamie Kukal Clerk

Visitors to the meeting;	Sandy Tanis	Gary Hoppa	Aaron Henry	Carolyn Carrier	Lee Hoppa
Karen Koproloes	Cindy Wallace	Karl DeVisser	Jerri Miller	Bill Bowen	Gary Smalligan
Butch Deur	Chad Kukal	Al Smalligan	Stan Stroven		