

West Branch Township  
Board Meeting  
October 11, 2017 6:02 p.m.

Veeder opened regular meeting with the pledge to the flag at 6:02 p.m.

Present: Veeder, Buhlman, Hodgins, Philbrick and Mollard

Public Present: Bruce Reetz, Ron Zarem and Brenda Simmons

Motion by Hodgins, second by Mollard to approve the Agenda. Voice vote: Ayes – all. Motion Carried.

Motion by Philbrick, second by Veeder to approve minutes of 9/13/17. Voice vote: Ayes – all. Motion Carried.

Planning Minutes of 9/19/17 minutes were provided.

**Reports:**

Commissioner Reetz stated the County approved FY 2017/2018 Budget and winter tax levy.

Commissioner Simmons stated the County Parks and Recreation is now a 501c3, savings on liability insurance was nearly \$90,000.00 and the Health Department is in good financial standing and running efficiently.

Mollard presented the first budget adjustments of the Fiscal Year, Monthly Expenditures and stated she will be attending the MTA meeting on 10/24/17 at Forward's Conference Center.

Motion by Veeder, second by Mollard to approve budget adjustments: G/F (101) increase of \$7181.00 bringing new Total of Revenues and Expenditures to \$648,189.00 and Water #2 (600) decrease of \$1,569.00 bringing new Total of Expenditures to \$113,776.00.

Motion by Philbrick, second by Hodgins to approved bills as presented in the amounts of: (101) General Fund \$22,833.31,( 592) Sewer/Water \$2,153.45, (600) Water #2 \$2,384.18. Voice vote: Ayes – all. Motion Carried.

Philbrick reported she has been collecting taxes and 90% of approximately 1,372,000.00 have been received.

Hodgins had nothing to report.

Buhlman stated she reviewed the bank accounts and everything is in order. She also stated she talked with Cindy Scott the township Auditor and attended the County and Township Planning meetings. At the County Planning meeting the topics were solar energy on local farms and zoning for a potential homeless shelter in Ogemaw Township.

Veeder had nothing to report.

Correspondence: Department of Treasury letter concerning AMAR deadline.

**New Business**

Hodgins Snow plowing 2017/2018 proposal was reviewed with no increase in cost.

Motion to accept Hodgins Asphalt Paving Inc. snow removal bid for 2017/2018 as presented. Roll Call: Hodgins Abstained, Ayes – Philbrick, Mollard, Buhlman and Veeder. Motion Carried.

Recycling Bill – an error in payment was noted by Ron Zarem and the City will be submitting a refund of \$455.00.

911 Surcharge letter/invoice from the County Treasurer in the amount of \$6,474.87 was discussed.

Motion by Veeder, second by Philbrick to table paying this invoice until the November 8, 2017 meeting providing time to obtain additional information. Voice Vote: Ayes – all. Motion Carried.

Senior Center Interrogatory Answers due to Attorney Fahey by October 19, 2017. Veeder stated if any board members have input please contact him. Buhlman inquired if officials that were in office at that time are involved and Veeder confirmed they are.

Zoning Administrator ad has been placed in the newspaper and on the township website. No contacts at this time. Veeder stated he has updated the Zoning Administrator job description. Veeder will contact MTA to place an ad on their website.

Motion by Philbrick, second by Mollard to appoint Scott Bell as Interim Zoning Administrator. Voice Vote: Ayes – all. Motion Carried.

Motion by Mollard, second by Philbrick to increase Veeder’s additional duties’ hourly rate from \$10/hour to \$15/hour. Voice Vote: Ayes – all (Veeder abstained). Motion Carried.

**Unfinished Business:**

Sewer Back Up: Claim has been submitted to Tokio Marine Public Risk Group (Municipal Underwriters of West MI) and we are waiting for a response.

Township Assessor Contract – Veeder will be setting up employment reviews with the Assessor and all Employees of the township this month. He will report back next month.

Ordinance Enforcement Procedures were discussed and the next Planning meeting will be held November 7, 2017.

Motion by Philbrick, second by Mollard to adjourn meeting at 8:00 p.m.

Draft Date: 10/17/17

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Cheryl Mollard, West Branch Township Clerk

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Approved Date

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Ryan Veeder, West Branch Township Supervisor