

UNAPPROVED MINUTES
PINE TOWNSHIP REGULAR BOARD MEETING
MONDAY NOVEMBER 9, 2020 AT 7:00 P.M.

CALL TO ORDER

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

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

ABSENT: Rachel Pitcher, Treasurer; Steve Buchholz, Zoning Administrator

STAFF PRESENT: Linda Hansen, Deputy Supervisor; Barbara Kaaikala, Deputy Clerk; Sue Pitcher, Deputy Treasurer; Becky Crawford, Road Committee Secretary

NEWLY ELECTED OFFICIALS PRESENT:

William Drews – Supervisor elect; Tyler Nadeau – Trustee elect; Randy Robson – Trustee elect

APPROVAL OF AGENDA

The following amendment was added to the agenda:

Item 10B – Rescind Treasurer office hour requirement motion

Cannon moved, supported by Burr, to approve the amended agenda. Motion carried.

PUBLIC VOICE

Eileen Burr praised the election workers and the behavior of the Township residents who voted on Election Day. She requested that the Board place on the December agenda what the problems are concerning the Treasurer position and what needs to be done to reinstate service in the Township Treasurer office.

Ed Hansen congratulated the newly elected officials.

Linda Hansen announced her retirement from cleaning the Township Hall.

APPROVAL OF MINUTES

Cannon moved, supported by Burr, to approve the October 12, 2020 Minutes. Motion carried.

TREASURER/FINANCIAL REPORTS (on file)

The treasurer report was read by Sue Pitcher, Deputy Treasurer. Sprague confirmed that the clerk financial records balance with the treasurer report.

Randy Robson asked whether Rachel Pitcher will be present for the upcoming audit. Sue Pitcher stated that Rachel will be present.

Cannon moved, supported by Sprague, to accept the Treasurer report. Motion carried.

ZONING ADMINISTRATOR REPORT

No report.

ROAD REPORT

Cannon reported that Supervisor-elect Drews will not have to meet in December with the Road Commission, but may hold talks over the phone.

FIRE DISTRICT REPORT

Burr reported that two firemen have been diagnosed with Covid-19 and as a result no meeting was held this month.

UNAPPROVED MINUTES
PINE TOWNSHIP REGULAR BOARD MEETING
MONDAY NOVEMBER 9, 2020 AT 7:00 P.M.

CEMETERY REPORT

Sprague reported that one plot was sold in Riverside Cemetery. There were also several burials.

OLD BUSINESS

AUDIT

The Township audit will begin on Thursday, November 12, 2020 at 9:00 AM.

NEW BUSINESS

SUPERVISOR REPORT

Hansen reported that Michigan Township Association informed Hansen that Township boards cannot require elected officials to hold regular office hours, so the motion that was passed last month requiring the Treasurer to hold specific hours has to be nullified.

Cannon moved, supported by Burr, to follow MTA recommendations and nullify the requirement. Motion carried.

Hansen reported that the Farnsworth Park picnic tables have arrived, are in Farnsworth's barn, and will be assembled in Spring, 2021.

Hansen reported that installation of the Riverside Cemetery fence has been completed.

ELECTION REPORT

Sprague reported that 997 ballots were cast. Sprague and the election workers worked until 2:00 AM after the election to balance the ballot summary and were one number off. Sprague met with the Board of Canvassers today. The Board of Canvassers came up with the same numbers as election night. The Board of Canvassers accepted the result. Sprague will go through the ballots with an election worker next week to find the error and report the results to the County Clerk.

ASSESSOR AGREEMENT

Hansen reported that a new law requires a designated assessor for each county, effective in 2023 and that the Board needs to approve Pine Township's \$250.00 payment toward that assessor's contract. Chuck Zemla has been hired by the Montcalm County Commissioners as the designated assessor for Montcalm County.

Cannon moved, supported by Burr, for the Township to comply with the \$250.00 payment requirement. Motion carried.

HUNTER LAKE DAM/SPILLWAY INSPECTION

A letter from the Hunter Lake Association to the Board requesting inspection of the dam/spillway was discussed. Hansen has spoken to the Drain Commissioner, and permission needs to be obtained from the owner of the dam in question before an inspection can be done. Hansen has a document listing Gordon Stauffer as owner of the dam.

Hansen moved, supported by Cannon, to release funds from Hunter Lake Contingency Fund after written consent has been obtained from the owner of the dam/spillway and after approval of the Township Supervisor and Clerk.

Roll Call Vote:

Burr - Yes; Cannon – Yes; Sprague – Yes; Hansen - Yes Motion carried.

MUSKEGON RIVER WATERSHED

Cannon moved, supported by Burr, to donate \$50 to the Muskegon River Watershed.

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Hansen – Yes; Cannon – Yes; Sprague – Yes; Burr - Yes Motion carried.

APPOINTMENT OF WILLIAM NOAH TO ZONING BOARD OF APPEALS

Cannon moved, supported by Sprague, to reappoint William Noah to the Pine Township Zoning Board of Appeals for a period of three years, ending November, 2023. Motion carried.

TREASURER STATUTORY TAX COLLECTION DATES

Sprague moved, supported by Cannon, to post on the tax notices that will be mailed to Township property owners on December 1, 2020, the dates that are required by law for the Treasurer to be in the Pine Township office. Motion carried.

PINE TOWNSHIP AMAR AUDIT REVIEW

The Michigan Department of Treasury will be auditing Pine Township's 2020 assessment roll as part of their AMAR audit.

MICHIGAN TOWNSHIP ASSOCIATION RED BOOKS

Hansen reported that 13 red books are needed for the Pine Township officials.
Sprague moved, supported by Burr, to purchase 13 MTA red books.
Sprague – Yes; Cannon - Yes; Burr - Yes; Hansen - Yes

LIGHT OVER THE NEW EXIT DOOR ON WEST SIDE OF TOWNSHIP HALL

Cannon moved, supported by Sprague install a new light on the outside of the Hall, above the new west side exit door, and to improve handicap accessibility by extending the cement slab. Motion carried.

HALL FOGGING BY BRAD'S CLEANERS

Hall fogging was completed on Wednesday, November 4, 2020 at a cost of \$250.00.

TREASURER SUPPLIES

Hansen and Sprague authorized Sue Pitcher to use her personal credit card to purchase self-addressed, stamped envelopes for the purpose of sending out December, 2020 tax notices and to receive reimbursement from the Township General Fund.

THANKS TO BOARD MEMBERS AND STAFF

Hansen expressed thanks to the Board members, his Deputy, and those who served on various committees during his tenure as Supervisor.

THANKS TO HANSEN, CANNON, AND BURR

Sprague presented Hansen, Cannon, and Burr certificates recognizing their years of service to the residents of the Township.

PAYMENT OF BILLS

Cannon moved, supported by Burr, to pay checks 1993-2035 in the amount of \$55,091.41, check 1997 being void. Motion carried.

ADJOURNMENT

Sprague moved, supported by Cannon, to adjourn the meeting at 7:50 P.M. Motion carried.

SWEARING IN OF NEW BOARD MEMBERS

Immediately following the meeting, Sprague, Drews, Robson, and Nadeau were sworn in.

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Respectfully submitted.

Marla Sprague

Marla Sprague, Clerk