

BEAR LAKE TOWNSHIP
KALKASKA, MICHIGAN
ANNUAL MEETING MINUTES – **DRAFT**
MARCH 25, 2017

The Annual Meeting of the Electors of Bear Lake Township was called to order at 10 a.m. by Supervisor Bud Banker. All joined in saying the Pledge of Allegiance.

Welcome by the Supervisor. There were 10 electors present. The Supervisor explained the purpose of the Annual Meeting, including approval of last year's minutes and having jurisdiction to establish wages if a Resolution is in place. Existing wages cannot be reduced. This year, we have four Resolutions to address.

Approval of last year's minutes: Motion by Shirley Havens; Seconded by Jerry McKee. No discussion. Unanimously approved.

The Supervisor introduced the new Trustees: Jim Knight and Bob Dixon. They are a welcome addition to our Township Board and are very active in their role of Trustee.

The Supervisor outlined events over the past year:

- The new fire truck is in use and is a big asset to our Fire Department.
- We now have a check terminal in the office, allowing the Treasurer to deposit property tax checks promptly.
- A contract was signed with PLM for the Bear Lake Special Assessment District.
- A contract was signed with the Sheriff Department which places a Deputy in our township for a good percentage of his duty time, providing for a quicker response time.
- Minor pay increases for the Fire Chief, Deputy Chief, and Secretary were approved in the Annual Budget Meeting. This raise took them from \$25 to \$35 per call, and every two hours out equals another call.
- Board of Review members are Sandra Ruppert, Bill Diekman and Sherry Hoyt, with Beth Redmond and Dawn Schiebner as alternates. Ten appeals were reviewed in March; two of these were veterans. All appeals were finalized on the last day of hearings, so a third meeting in March will not be necessary. They anticipate an increased number of appeals next year because of a possible increase in the State Equalized Value for properties. All Board of Review members attended classes through Michigan Township Association this year to provide them with updated information.
- The Supervisor voiced his thanks to Beth Redmond and her staff for an excellent job with the cleaning and maintenance of our building and grounds; to Mark Laskowski, our Fire Chief, for all his training and experience; to Sam Rahaim, our Webmaster; to the Board of Review for their service; to the Election officials (Sherry Hoyt, Chairperson, Nancee Monsees, Vernice Hall, Linda LaMothe, Susan Smelker, Sam and Jo Rahaim, Brenda Lacy, Shirley Havens, Sharon Pincumbe, Natalie Majeski, and Dawn Schiebner); and to the Deputies who serve the Township, Sharon Pincumbe, and Sherry Hoyt.

- Budget items addressed this year included switching to a new accounting system (BS&A), some roof work, replacing timbers on our planters, and obtaining new voting machines. The Supervisor noted that we will come in under budget again, by about \$6000 to \$8000, at the end of this Fiscal Year, March 31, 2017. Our general fund is healthy.

The Supervisor reported that there will be an election on May 2, 2017. This is for renewal of our hospital millage.

Regarding Salary Resolutions, the Supervisor explained that we are a General Law Township, and he described the process and guidelines for setting and changing salaries for township officials. It has been more than 10 years since Bear Lake Township officials have seen a salary increase, and the duties have increased by at least 20%. Based on the size of our township, we use deputies to assist our officials instead of hiring employees. The Supervisor related the results of a survey he conducted of salaries for Supervisors, Treasurers and Clerks in surrounding townships. He noted there are more statutory duties for Clerk and Treasurer than for Supervisor, and he read off the statutory duties of the Supervisor. The following four Resolutions were presented for consideration. The Supervisor summarized by stating that these Resolutions ask that salaries be the same for the Clerk and the Treasurer, and seek a 3% raise across the board. He stated the importance of having reasonable wages for these positions. Results of the vote are listed within each section.

- Supervisor: Current annual salary is \$14,520; a 3% increase equals \$435.60 per year; the requested new rate for 2017-18 is \$14,955.60. After asking if this was our only choice (to vote for the proposed increase or nothing) and receiving an explanation that the electorate could adopt, reject or propose a change, Motion by Sharon Pincumbe to raise the Supervisor's salary to the same requested rate as that of the Clerk and Treasurer, which would bring this annual salary to \$16,768.40. Seconded by Neil Redmond. Discussion: Jerry McKee asked if these will be permanent raises, not just for the 2017-18 fiscal year. The Supervisor clarified that, once set, the salary amount never decreases and would not change until another Resolution was brought forth. Jerry McKee stated that we need a solid Board, and we have one. He is in favor of this action. Shirley Havens noted that the Supervisor handles all complaints and does a lot for our township. She also agrees with this increase. Vote Results: YEA = 10. NAY = 0. Unanimous approval. This Resolution is adopted. After this Resolution was adopted, Jerry McKee asked if he could make a motion to increase the salaries for Supervisor, Treasurer and Clerk by 5%, instead of the requested 3%. It was explained that this could not be done for the Supervisor, as the Resolution for Supervisor has already been adopted.
- Treasurer: Current annual salary is \$16,280; a 3% increase equals \$488.40 per year; the requested new rate for 2017-18 is \$16,768.40. Motion by Jerry McKee to raise the Treasurer's salary by 5%, instead of the requested 3%. There was no support for this motion. Motion by Beth Redmond to adopt this Resolution as presented, with the 3% increase. Seconded by Jerry McKee. There was no discussion. Vote Results: YEA = 10. NAY = 0. Unanimous approval. This Resolution is adopted.
- Clerk: Current annual salary is \$14,520; request is to equalize this with Treasurer's salary at \$16,280; a 3% increase equals \$488.40 per year; the requested new rate for 2017-18 is \$16,768.40. Motion by Jerry McKee to adopt this Resolution as presented. Seconded by Shirley Havens. There was no discussion. Vote Results: YEA = 10. NAY = 0. Unanimous approval. This Resolution is adopted.

- Trustees (2): Current annual salary is \$3,300; a 3% increase equals \$99 per year; the requested new rate for 2017-18 is \$3,399. Motion by Sharon Pincumbe to raise the Trustee salary for 2017-18 to \$3600 per year, which represents a 9% increase. Seconded by Jerry McKee. Discussion revolved around the duties of the Trustee. Jim Knight responded that the responsibilities of the Trustee are fiduciary, and to vote. Vote Results: YEA = 7. NAY = 1. ABSTENTION = 2. This Resolution is adopted.

The Supervisor thanked everyone for their participation in today's meeting and asked for a motion to adjourn. Motion to adjourn by Bill Diekman. Seconded by Jerry McKee. Unanimous approval. Meeting adjourned at 11:15 a.m.

Minutes prepared and respectfully submitted by

Sherry Hoyt, Deputy Clerk