

ADAMS TOWNSHIP
MONTHLY MEETING
MARCH 7, 2016

The regular monthly meeting of the Adams Township Board was held on Monday, March 7, 2016 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order at 6:00PM. Pledge of allegiance was recited followed by roll call. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Sohlden, and Clerk Pindral. There were 6 guests in attendance.

MOTION made by Trustee Mattila with support from Treasurer Immonen to accept the meeting minutes of the February 1, 2016 monthly meeting, as well as the February 6, 2016 Special Meeting, and the February 6, 2016 Wholesale Water meeting. Roll call, all ayes. Motion carried.

CITIZEN'S COMMENTS:

- None at this time

CORRESPONDENCE:

- 1.) Coleman Engineering proposal for preparing AMAR land value maps is \$2,000.00 – FYI only. Will be discussed with Township Assessor and brought to future meeting.
- 2.) US Census Bureau has sent a formal request to governmental agencies to gather information regarding local agencies. FYI only
- 3.) Houghton County Sheriff's Department correspondence outlining new 911 addresses in Adams Township. Fire Department also received a copy.

FINANCIAL REPORT: MOTION made by Treasurer Immonen with support from Trustee Mattila to accept the February financial report as presented. Roll Call, all ayes. Motion carried. Supervisor Heikkinen reported preliminary budget reports show the Retail Water account is struggling to break even for the FY. The other accounts appear to be on track to close the FY in the black. Final budget numbers will be presented on March 23rd at the budget meeting.

FIRE DEPARTMENT: Trustee Mattila reported 9 medical calls and 3 fire calls. At the annual meeting in February, an election of officers was held. Trustee Mattila stated Dan Coponen was re-elected Fire Chief and the board need to approve this appointment. MOTION by Treasurer Immonen with support from Trustee Sohlden to accept Dan Coponen as Adams Township Fire Department Chief. Roll call, all ayes. Motion carried. Reminder of the annual Pancake Breakfast to be held on March 13th from 8AM to 1PM. Tickets will be available with Heather in the Water Dept. Office.

ASSESSOR REPORT: February report reviewed. Supervisor Heikkinen reminded everyone of the upcoming Board of Review dates: March 14/15 for any tax issues. March 8th will be the BOR Organizational meeting. Assessor Karrio requested the purchase of a new printer for the office at an approximate cost of \$140.00 with toner cartridges approx. \$85 each. Printer will also have the ability to duplex. MOTION by Clerk Pindral with support from Treasurer Immonen to purchase printer at approx. cost of \$140 after the first of April when new budget is in place. Roll call, all ayes. Motion carried. Supervisor Heikkinen will inform Assessor Karrio.

UPDATE BUSINESS:

- Cummins Power will be performing year 2 of the three year contracted service. Anticipate expenditures of \$6,871.14 in maintenance which will include battery replacements. Expenditures will be spread across all sewer accounts.
- Water Improvement Project Update: Chris Holmes stated a June start is anticipated. Focus will be replacement of water lines in Atlantic Mine. Also anticipate more repair once actual work has started due to decompression/surges. RD has money available to homeowners to fix their service lines. It is

income-based. Applications will be available in the water department office. Or homeowners can contact Michele Wiles at 1-800-944-8119, Ext. 4. It was asked how projects are prioritized with the reply being the number of people on a line, or fire protection, or monies available. Work will be performed according to spec book, i.e., # of days to substantial completion, repaved roads, etc. Lines will be all field located due to plastic; Will attach to existing curbstop/corporation. Each house will have it's own service line, eliminating daisy-chain practice as in past.

- Wind Farm Energy update: Mr. Hokens has requested a two step application for wind turbines. He is requesting a letter from the Board allowing the two step process, which would allow him to send letter of intent to investors. Lawyer Mackey stated the letter should include fees as well as reiterate a bond must be received from Mr. Hokens before actual start of construction, and before the actual permit would be approved. Lawyer Mackey will send an email requesting a teleconference with Wind Farm Energy and Supervisor Heikkinen to discuss. Will report at next month's meeting.

NEW BUSINESS:

- S&L Contracting has submitted a packet of invoices to be paid. Supervisor Heikkinen will be discussing payment schedule with Auditor Bradford due to amount of invoices as well as which accounts should the invoices be paid from.
- Treasurer Immonen went on record to amend minutes of previous meeting to reflect appointment of Heather Platzke as deputy treasurer with power of bank signatory. MOTION by Trustee Mattila with support from Trustee Sohlden to approve amendment of minutes to reflect Heather Platzke as deputy treasurer. Roll call, all ayes. Motion carried.
- MOTION by Trustee Mattila with Support from Clerk Pindral to change the start time of the March 23rd Budget/Annual/Special Meeting to 4:30PM. Roll call, all ayes. Motion carried.

A Baltic resident purchased a house on 13th Avenue and converted half into garage. Inquiring how to eliminate garage portion from sewage and water. Supervisor Heikkinen instructed Heather and Bob to look at accounts.

MOTION to adjourn at 7:30PM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned. Next regular monthly meeting is Monday, April 4, 2016 at 6:00PM.

Submitted by:

Debbie Pindral
Township Clerk

ADAMS TOWNSHIP
Wholesale Water Board
MARCH 7, 2016

The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, March 7, 2016 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Sohlden, Clerk Pindral, and Water Superintendent Bob Hudson. Chris Holmes, UPEA, and Office Manager, Heather Platzke were also present.

- Water Superintendent Bob Hudson reported he is getting through the winter, and Pumping station is still functioning.
- There is a Miss Dig Safe Digging Event in Baraga on March 30th. Supervisor Heikkinen suggested it would be a very good idea to have the two new employees attend this event.
- There will be a meeting on March 17th with Doug Pascoe, Duane and Bob at the Dollar Bay Fire Hall.
- Drinking water monitoring schedule for 2016 was released by MDEQ. Bob stated testing required is partial chemical and bacteria only. New "old" sampling site plan with new forms.
- Future Freeze Emergencies to be included and eligible for federal relief is being introduced to legislation (SR121) by Tom Casperson.
- Bi-Annual DPA meeting April 6th Noon to 1PM in Houghton. Topic is Damage Prevention Liaison – Miss Dig System.
- Update on Duane Snell per Bob: He is writing up the reports, with Bob reviewing. Bob stated he cannot emphasize enough to Duane the need to practice the problem solving; to practice until doing the mathematical problems are second nature.
- Chris Holmes asked for clarification on the Atlantic Mine project and if service lines are to be done to the right of way on vacant lots or tap the line later when sold. Per past ordinances/resolutions, the land owner will need to pay to bring in from main line. Otherwise it has the potential to leak. Also to avoid the "don't live there/don't pay O&M" argument. They will stay vacant lots with no water or sewage line. If no house on it, will not connect to service line.
- Chris Holmes requested a copy of the current and next year budgets for Retail Water to send into Rural Development. Must show revenue stream to be able to pay back loan.
- Loan will have meter purchase allowance built in. Township will be responsible for putting in future meters.

MOTION to adjourn at 8:10PM by Trustee Sohlden with support from Clerk Pindral. Roll call, all ayes. Meeting adjourned.

Submitted by:

Debbie Pindral,
Township Clerk

Adams Township
Special Meeting

A special meeting of the Adams Township Board was held on Wednesday, March 23, 2016 at 5:05PM at the Township Hall in Baltic, Michigan.

A roll call with board members present was taken. Supervisor: Gerald Heikkinen, Treasurer: Nancy Immonen Clerk: Debbie Pindral, and Trustee David Mattila. Trustee Sohlden was absent with excuse. Motion by Treasurer Immonen, supported by Trustee Mattila to accept the special meeting minutes of March 25, 2015. Roll call, all ayes. Motion accepted.

Resolution:

On motion by Immonen, supported by Mattila under the provision of the law and statute provided, the following resolution is hereby adopted by the Adams Township Board, Houghton County, Michigan in a meeting assembled this 23rd day of March 2016 at the Township Hall in Baltic, MI.

Resolved:

That the Township Board of Adams Township, County of Houghton, State of Michigan does hereby establish that there will be one (1) regular monthly meeting held by the Adams Township Board as follows:

-All regular meetings will be held at the Township Hall in Baltic, MI.

Meetings will be held on the first Monday of each month (unless posted), commencing at 6:00PM. Dates of the regular monthly meeting will be as follows: April 4, May 2, June 6, July 11, August 1, September 12, October 3, November 7, December 5, 2016, January 2, February 6, and March 6, 2017. (Followed by the Wholesale Water Board Meeting).

-The annual meeting is scheduled for Wednesday, March 22, 2017 at 4:30PM. Budget work sessions shall be set as needed at monthly meetings.

-Special meetings shall be called and held at the direction of the Adams Township Board with due and proper notice of such meetings.

-Meetings will observe Robert's Rules of Order, and will allow five (5) minute limit per individual of public comment before meeting.

MOTION by Mattila supported by Immonen, the board approved the depository of all the Township funds with Superior National Bank & Trust, Citizens Bank, River Valley State Bank, Wells Fargo, M-Bank, Ontonagon Citizens State Bank, Range Bank, First Merit Bank and Miners Bank, and to keep them current and updated. Roll call vote, all ayes, motion carried.

MOTION by Mattila with support from Pindral the Board authorizes the Township to utilize electronic transactions in compliance with the written procedures and internal controls developed and adopted by the Treasurer as the Township's ACH policy. Roll call vote all ayes, motion carried.

MOTION by Mattila supported by Immonen, that Dave Mechlin from the firm of Vairo, Mechlin & Tomasi for the Atlantic Mine Water Distribution Project; and Kevin Mackey from Kevin Mackey Law will represent the Township as its attorneys, with the option to consult with other attorneys more qualified on the subject in question. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Immonen, the board appoint the Rukkila Negro and Associates CPA firm as auditors for the Township. Roll call vote all ayes, motion carried.

MOTION made by Pindral, supported by Immonen that the Adams Township Board be given authorization to borrow funds for the operation of the Fire Department, and for any other purpose deemed necessary for the operation of the Adams Township Board. Roll call vote all ayes, motion carried.

MOTION made by Mattila supported by Immonen, that the Adams Township Board be given permission to lease, purchase or sell land, buildings and structures deemed by the Township Board for the operation of the Township Fire Dept, Recreation Dept, and for any other purpose deemed necessary for the operation of

Adams Township and at terms deemed satisfactory by the Adams Township Board. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Immonen the Board adopted a 3% pay increase for employees with the exception of Duane Snell, due to special situation circumstances, wage increase will be dependent upon successful completion of three licensures. Roll call vote 3 ayes, Pindral abstained:

Robert Hudson	3%
Duane Snell	Special circumstance
John Kilpela	3%
Justin Hayrynen	3%
Heather Platzke	3%
Account Manager	3%
Temporary or seasonal	\$8.15/hour (to be at current minimum hourly wage)
Cemetery workers	\$10.30/Hr
Board of Review	\$12.36/Hr
Election workers	\$12.36/Hr
Election chairperson	\$14.42/Hr
Deputy Clerk	\$12.36/Hr
Deputy Treasurer	\$12.36/Hr

Mileage rate at current IRS rate .54cents/mile

Wholesale Water Board \$60.00 month, not to exceed \$720.00 annually.

MOTION made by Immonen with support from Mattila to retain Lisa Karrio as assessor, with following stipulations: 1) there is a 30 day termination clause in her contract; 2) missed hours are to be made up within the same week if possible, otherwise within the month after. She will be a township employee, salaried at \$1,666.67 per month. Roll call vote all ayes, motion carried.

Changes and adjustments are effective April 1, 2016.

Motion by Mattila, supported by Immonen, the board appointed the following to their respective positions: Denise Maki, Deputy Clerk; Heather Platzke, Deputy Treasurer. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Immonen, the following cemetery rates were set for Mountain View and Atlantic Mine:

Lot purchases: \$150.00 if ever a resident of the Township & \$250.00 non –resident – With the stipulation that due to decreasing space, burials in the Atlantic Mine cemetery are available to residents only. Non-resident burials shall be at Mountain View Cemetery in South Range. Free lot to Veteran if buried in Veterans/Veterans Spousal Plot, but must pay for burial.

Burials: Regular - \$250.00 everyone	Saturday rates: \$365.00	Sunday and Holiday - \$550.00
\$100.00 cremations	\$150.00	\$200.00
\$100.00 stillborns	\$150.00	\$200.00
\$700.00 disinterment	\$900.00	\$1,200.00

Any burials held from November 1st thru May 15th will be charged for any extra cost incurred in addition to the Township fee. Roll call vote all ayes, motion carried.

MOTION by Pindral, supported by Immonen, the annual street light assessment will remain at \$20.00 per homestead (excludes Village of South Range) per year. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Immonen, the board retained 1% administrative tax fee plus 3% penalty fee on property tax collection (with the current applicable non-sufficient funds fee) with charge to Adams Township School District \$2.50 per parcel. Roll call vote all ayes, motion carried.

MOTION by Pindral supported by Mattila to continue to add delinquent water and sewage bills to the tax roll. Roll call vote all ayes, motion carried.

MOTION by Immonen, supported by Pindral to continue collecting special assessments excluding the Village of South Range, in the amount of \$40 per year per parcel for the Fire Dept. and 1st Responders. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Immonen, the board retained Hannula Insurance Agency for township insurance, and Blue Cross and Blue Shield for medical with permission for Supervisor to investigate insurance options and financial advisors. Roll call vote all ayes, motion carried.

MOTION by Mattila, supported by Pindral, the water rates and sewage rates will remain the same with the option to increase rates if necessary using proper notice and procedure. Roll call vote all ayes, motion carried

MOTION by Mattila, with support from Immonen that the Treasurer, Clerk, Deputy Clerk, and Deputy Treasurer, be authorized to sign checks on behalf of the Township. Mandate will require at least one of the signatures be either the Township Treasurer or the Township Clerk. Roll call vote all ayes, motion carried.

MOTION by Mattila, with support from Immonen to go into executive session at 5:28PM to discuss wages. All ayes, motion carried.

MOTION by Pindral with support from Immonen to leave executive session at 6:00PM to return to special meeting. All ayes, motion carried.

Meeting adjourned at 6:05PM on a motion by Immonen with support from Pindral. All ayes, Motion carried.

Debbie Pindral
Adams Township Clerk

Annual Meeting of the
Electors of Adams Township

The annual meeting of the electors of Adams Township was held on Wednesday, March 23, 2016 at 4:30PM at the Township Hall in Baltic, Michigan.

Electors present were: Nancy Immonen, David Mattila, and Anton Pintar.

Board members present were Gerald Heikkinen and Debbie Pindral.

Supervisor Heikkinen motioned to accept the minutes of the March 25, 2015 Elector Annual Meeting; Clerk Pindral seconded the motion. Motion carried

Supervisor Heikkinen reported the state of the Township to be solvent and in positive condition. The next challenge for Adams Township is the Atlantic Mine Water Improvement project this year. This involves replacement of all water lines due to current lines failing. He reported State revenue sharing monies continue to be received with slight variations in amount.

Supervisor Heikkinen stated board salaries to remain at current levels, which are:

- Salary of supervisor \$10,000 annually
- Salary of clerk \$9,000 annually
- Salary of treasurer \$10,710 annually
- Salary of trustees \$1,500 annually

Supervisor Heikkinen motioned to adjourn the annual electors meeting; Seconded by Clerk Pindral. Meeting adjourned at 4:38PM.

Debbie Pindral
Adams Township Clerk

Adams Township
Budget Hearing

The annual budget hearing of Adams Township was held on Wednesday, March 23, 2016, at 4:39PM at the Township Hall in Baltic, Michigan.

The following Board members responded to roll call: Supervisor Gerald Heikkinen, Clerk Debbie Pindral, Treasurer Nancy Immonen, and Trustee Mattila. Trustee Kim Sohlden was absent with excuse. There was one guest present.

On a MOTION from Trustee Mattila with support from Treasurer Immonen the minutes of the 2015 budget meeting were reviewed and approved, all ayes, and motion carried.

On a MOTION from Trustee Mattila with support from Treasurer Immonen, the board accepted the 1.003% tax for FY 2016/17 as set by the State of Michigan; all ayes, and motion carried.

General Fund:

Supervisor Heikkinen presented 2015/16 final budget for approval with note the capital outlay increase reflected the purchase of a pick-up truck and plow package. Income was slightly higher due to small increase in state revenue sharing. 2016/17 budget contains an increase in fire department budget to reflect roof repair/replacement on the Atlantic Mine Fire Hall. On a MOTION from Trustee Mattila with support from Clerk Pindral the board accepted the amended 2015/2016 budget activity level with total income of \$317,200 and expenses of \$278,820. Roll call vote, all ayes, motion carried.

On a MOTION from Trustee Mattila with support from Clerk Pindral the board accepted the proposed 2016/2017 budget activity level with total income of \$319,100 and expenses of \$265,010. Roll call vote, all ayes motion carried.

Wholesale Water:

2015/16 budget presented with capital outlay expenditure of \$15,000 for replacement of water department pickup truck. Income appears to be increased due to the receipt of the CDBG Deep Freeze Grant Monies. MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2015/16 budget at the following activity level: Income \$390,250 and Expenses at \$283,950. Roll call vote; all ayes. Motion carried.

MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2016/17 budget at the activity level as follows: Income \$390,250 and expenses \$312,100. Roll call vote; all ayes. Motion carried.

Retail Water:

Supervisor Heikkinen stated \$80,100 has been paid from fund for UPEA fees for the Water Distribution Improvement Project through the General Funds. This will be reimbursed upon receipt of funds upon loan closing. MOTION by Clerk Pindral and seconded by Trustee Mattila to approve the 2015/16 budget at the activity level with the following charges: Income \$202,000 and Expense at \$177,000. Roll call vote; all ayes. Motion carried.

MOTION by Clerk Pindral and seconded by Trustee Mattila to approve the 2016/17 budget at the activity level as follows: Income \$205,000 and expenses \$179,250. Roll call vote; all ayes. Motion carried.

Atlantic Mine Sewer Fund:

Expenditures FY 2016/17 include the \$1,700 for planned maintenance on pumping station generators. MOTION by Trustee Mattila and seconded by Clerk Pindral to approve the 2015/16 budget at the following activity level: Income \$80,400 and Expense at \$67,700. Roll call vote; all ayes. Motion carried.

MOTION by Trustee Mattila and seconded by Clerk Pindral to approve the 2016/17 budget at the following activity level: Income \$79,500 and expenses \$69,100. Roll call vote; all ayes. Motion carried.

Baltic Sewer Fund:

Health Insurance expenditures in the amount of \$2,100 were added to expense for both current budget and the next fiscal year, which somehow did not show up in total expenses. Expenditures FY 2016/17 include the \$1,700 for planned maintenance on pumping station generators. MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2015/16 budget at the following activity level: Income \$54,050 and Expense at \$49,300. Roll call vote; all ayes. Motion carried.

MOTION by Trustee Mattila and seconded by Treasurer Immonen to approve the 2016/17 budget at the following activity level: Income \$54,050 and expenses \$45,500. Roll call vote; all ayes. Motion carried.

Painesdale Sewer Fund:

Supervisor Heikkinen again reiterated the FY 2016/17 budget includes \$1,700.00 for the already approved planned maintenance on the pumping station generators. MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2015/16 budget at the activity level with the following charges: Income \$88,600 and Expense at \$67,600. Roll call vote; all ayes. Motion carried.

MOTION by Treasurer Immonen and seconded by Trustee Mattila to approve the 2016/17 budget at the activity level as follows: Income \$88,600 and expenses \$67,450. Roll call vote; all ayes. Motion carried.

Trimountain Sewer Fund:

Expenditures FY 2016/17 include the \$1,700 for planned maintenance on pumping station generators. MOTION by Clerk Pindral and seconded by Treasurer Immonen to approve the 2015/16 budget at the following activity level: Income \$64,150 and Expense at \$51,100. Roll call vote; all ayes. Motion carried.

MOTION by Clerk Pindral and seconded by Treasurer Immonen to approve the 2016/17 budget at the following activity level: Income \$63,700 and expenses \$50,900. Roll call vote; all ayes. Motion carried.

Meeting adjourned at 4:48PM on a motion from Trustee Mattila with support from Clerk Pindral with all ayes, motion carried.

Debbie Pindral
Adams Township Clerk