

Colfax Township Meeting
October 12, 2011
Colfax Township Hall

Meeting Called to Order at 1900 by Supervisor Evitts, followed by the Pledge of Allegiance.

Attendance: Present: Supervisor Evitts, Trustee Skurski, Trustee Richter, Clerk Mosher. Absent: Treasurer Draeger.

Agenda: Accepted as presented.

Public Comment: None.

County Commissioner's Report: Written report provided and reviewed. New County Administrator hired—from Manistee with other ties to the area.

Library Report: Written Report sent.

Minutes: September 2011 regular meeting minutes: Typographical error under Campground Report: change "Sing" to "Sign." Motion to approve with typo correction by Richter, 2nd by Evitts. No opposition, motion carries.

Treasurer's Report: Motion to approve September report as presented by Richter, second by Skurski. No opposition, motions carry. Question regarding use of Deputies in absence of Officials at meetings. Discussion: deputies have no vote, and do not function in the role enough to be able to provide reliable/useful information to the Board. Deputies have traditionally been used to support the Official during heavy workload times or for an extended absence to cover for mandatory hours.

Campground Report: Trash pickup cancelled. Table repair/painting continues. Several trees marked for removal. Evitts suggests contacting DNR before cutting any trees unless they present an eminent danger, Richter to contact DNR.

Blight Officer Report: None.

Clerk's Report: Michigan Township Participating Plan (MTPP) review of coverage and renewal. Discussed QVF changes upcoming.

Planning and Zoning Update: LIAA contract not yet signed. Apparently problems in getting dates to suit both LIAA and JPC. Next meeting is November 17 at 7:30 pm at Weldon Township Hall. Current schedule for regular meetings is 1st Thursday of the month at 7:30pm at Weldon Township Hall.

Unfinished Business:

MTA Meeting: Evitts attended one day. Purchased a Planning and Zoning Guide Book.

Metro Act revenue: METRO Act money to be used for Wallin Road tube replacement—in process.

New Business:

Pay Bills: Motion by Skurski second by Evitts to pay as presented. No opposition, motion carries.

2010 Audit: Minor findings. Each Board Member has a copy of the report. Mosher states auditor expressed no concerns, did have some suggestions for bookkeeping to make the next audit a little easier. New version of QuickBooks has some different functionality that the township can incorporate. John Tobin (Auditor) has agreed to meet with Mosher to train her on these items.

Burnham & Flowers Insurance: Relates to MTPP – New coverage has a dividend system built in, a few minor changes, all to the benefit of the township. Rates increased only slightly, coverage more comprehensive. Skurski motions to approve renewal as presented, Evitts seconds. No opposition, motion carries.

JPC Fund: asking for an additional \$2,000--\$1,000 to put towards the LIAA contract cost, \$1,000 for potential operating expenses (per diems for additional meetings, etc). The money has already been approved in the budget under the Planning & Zoning line item. Mosher motions to commit to provide the additional \$2,000 to the Joint Planning Commission, as provided in the annual budget, at such a time the JPC requests the funds, with these funds to be used towards the LIAA contract and necessary operating expenses. Evitts 2nds. No opposition, motion carries.

Colfax Website/JPC: Meeting dates of JPC to be posted on the Township webpage. Richter to provide these Gear It Up.

Board Comments: Currently the Business Office of the Hall is being used for JPC business (typing, printing and copying of JPC minutes). This needs to be reviewed, since anyone who fills the position of secretary for the JPC would theoretically have such access. This is not the intent of the Township's agreement to allow use. Mosher points out that only the elected officials, who have taken an oath, have keys, and even the deputies (who have also taken an oath) do not have keys. Discussion regarding appropriate access to the Business Office of the Township Hall. It is agreed that only the elected officials will have keys and unrestricted access to the Hall. Anyone else needing to do business, as agreed upon by the majority of the Board, with permission granted at a public meeting (with the exception of the appointed and sworn deputies), will be accompanied at all times by one of the elected officials.

Correspondence: Reviewed.

Extended Public Input: None

Meeting adjourned at 2022.

Next meeting Wednesday **November 9, 2011** - 7:00pm