

WAKEFIELD TOWNSHIP
REGULAR BOARD MEETING
NOVEMBER 7, 2017, 5:30 P.M.

Supervisor Cox called the regular Wakefield Township Board meeting to order and lead those present in the Pledge of Allegiance to the United States of America.

ROLL CALL: John Cox, Supervisor; Mandy Lake, Clerk; Joan Dalman, Treasurer; Jerry Niemi, Trustee; Jim Spencer, Trustee; Mable Wanink, Deputy Clerk; and two township members.

APPROVAL OF THE AGENDA: A MOTION was made by Dalman, supported by Niemi, to approve the Agenda as presented. Motion Carried.

APPROVAL OF THE MINUTES: A MOTION was made by Spencer, supported by Niemi, to approve the minutes except New Business. Motion Carried.

BRIEF PUBLIC COMMENT ON AGENDA ITEMS: None.

APPROVAL OF BILLS: A Motion was made by Dalman, supported by Niemi, to accept the bills and payroll as present for payment. A ROLL CALL vote showed all those present voting YES. Motion Carried.

REPORTS AND APPEARANCES

1. GOGEBIC RANGE WATER AUTHORITY: The meeting was a short one, they had a clean audit, the results were accepted as presented for roll call vote. Snow Country Contracting and C2A Engineering, there were a few small ad-on.
2. RENAISSANCE ZONE/ECONOMIC DEVELOPMENT: See Supervisor's report.
3. SUPERVISOR'S REPORT-OLD US 2, INTERNET, MTA DECEMBER MEETING, WELCOME SIGNS: Mike Sjoblom- High water problem, beavers are out of control, DNR hired Wildlife Services to help, there's a need to work with their neighbors. Dynamite will need to be used to get rid of the dams and the beavers. Internet and Merit wanted the paperwork to be done for today's meeting, but it didn't happen. There will be a performance bond just in case something goes wrong or they can't live up to the contract. Possibly a special meeting to approve the contract. MTA Meeting on Monday, make checks payable to Wakefield Township for the dinner. Possible new Welcome sign coming into town from each direction, nothing big, but in a bright enough color that will catch the eye. Design a new sign, just one of the things going on.
4. TREASURER'S REPORT: General Fund #101 had a beginning balance of \$53,768.39 on October 31, 2017, with Receipts of \$332.84, Expenses of \$6,358.38 and Payroll of \$4,353.99; leaving an ending balance of \$43,388.86. A Motion was made by Niemi, supported by Spencer, to approve the Treasurer's report and placed on file. Motion Carried.
5. ZONING AND BLIGHT: Nothing to report, but there are some things in the works.
6. SOLID WASTE REPORT-MANDY: The Waste Authority is looking in to purchasing 2 new smaller trucks, and maybe use them during road restrictions. Keep the Crane and get rid of the Mack, Paccard engine. \$255,000 for one and \$500,000 for two, finance lease is a possibility, options of

one annual payment, 4 or 5 yr. trade-in. The Authority is hiring one new driver, part-time. Tire Grant possibly move to the Transfer Station for drop off location.

7. SECTION 32 REPORT: The map was finished by Coleman Engineering, new pump, valves and pipes. Septic tank pumping, send out letter to see who has septic tanks, some are hooked directly, some have septic tanks hooked directly to the sewer. Bigger project than expected, locating man holes.

CORRESPONDENCE

1. GOGEBIC COUNTY BOARD OF COMMISSIONERS: None.
2. GOGEBIC COUNTY ROAD COMMISSIONERS: None.
3. MTA LEGISLATIVE: MASA on the Ballot carrying guns in schools, bars etc.
4. MPSC: Add the cost to the bill to hook up to natural gas.

UNFINISHED BUSINESS

NEW BUSINESS

1. END OF YEAR CUSTODIAN SALARY ADJUSTMENT: A Motion was made by Dalman, supported by Niemi, to give Rob the same rate as last year, \$50. A ROLL CALL vote showed all those present voting YES. Motion Carried.
2. RESOLUTION FOR N. 519: A Motion was made by Spencer, supported by Dalman, for a Resolution of Support for Gogebic County Road Commission and Highland Copper, in the upgrading of County Road 519 within the Township of Wakefield to an all-season road. A ROLL CALL vote showed all those present voting YES. Motion Carried.
3. FEES STRUCTURE FOR PERMITS, ZONING/PLANNING: John and Mandy have been working on this since last summer. Wakefield Building Permit fees, Residential Garage 24'x24' or less, \$60; Addition, \$110; All New Home Construction, \$250 minimum, price subject to building inspector recommendations; All new Mobile Homes, Duplex, Double-wide-Remodeling Permits \$35; Roofing Permits (Permits not required unless upgrading to a double roof or tearing off two layers or more), \$35; Decks, \$40; Hunting Camps, \$100; New Commercial or Industrial Building, \$250 minimum; Additional Inspections as required, \$60; Land Splits, \$35. A Motion was made by Dalman, supported by Lake, to accept the Fees as presented. A ROLL CALL vote showed all those present voting YES. Motion Carried.
4. BOARD POLICY FOR TAX DISTRIBUTION PROCEDURES: Wakefield Township Policy 4.59 Treasurer reporting financial tax information to Clerk. Statutorily, disbursements are made from the tax collections account over the Treasurer/Deputy Treasurers signature only. The Treasurer is required to give the Clerk a summary of deposits and check copies. To fulfill this requirement, the Treasurer shall give the Clerk a copy of the Daily Cash Journal from the computerized BS&A tax program. Further, the Clerk shall receive a copy of the check register and copies of the checks from the QuickBooks accounting program. In addition, the Treasurer shall give the Clerk a reconciliation report to compare to reports and initial. This process shall be done monthly. Two other reports that give a more complete picture of the tax receipts and disbursements are the BS&A Tax Disbursements report from the tax program (shows disbursements to each municipality) and the Profit and Loss report from QuickBooks (shows income-receipts as posted to municipalities that are to receive monies; and expenses-shows monies disbursed to municipalities). The numbers on these reports should match. These reports (reconciliation, BS&A Tax Disbursement and QuickBooks Profit and Loss) are required as part of this policy and

required to be initialed by the Clerk monthly as well. A Motion was made by Dalman, supported by Lake, to accept this new policy. Motion Carried. There was also a Motion made by Dalman, supported by Lake, to rescind the old check cashing policy. A ROLL CALL voted showed all those present voting YES. Motion Carried.

5. GRWA BOARD APPOINTMENT: A Motion was made by Dalman, supported by Spencer, to re-appoint Tim Mackin to the GRWA Board. Motion Carried.

EXTENDED PUBLIC COMMENT

1. Michael Heikkila asked questions about the cost of permits for Modular Homes; and the weight of the mining trucks.

ANNOUNCEMENTS/ADJOURNMENT

1. NEXT REGULAR MEETING- Tuesday December 5, 2017, 5:30 P.M.
2. MTA MEETING- None in November.
3. BOARD OF REVIEW-TUESDAY DECEMBER 12, 2017-5:00 P.M. This meeting is for errors and omissions, principal resident exemption and to consider poverty exemptions.
4. PLANNING COMMISSION MEETING: Meetings held on the third Wednesday of each quarter, March, June, September and December, at 5:00 P.M.
5. TAX APPEALS- Monday, March 12, 2018-9:00 a.m.-12:00 p.m. and 1-4 p.m. and Tuesday March 13, 2018-9:00 a.m.-12:00 p.m. and Wednesday March 14, 2018 6:00 p.m.-9:00 p.m.
6. ADJOURNMENT: A Motion was made by Spencer, supported by Dalman, to adjourn at 6:40 P.M. Motion Carried.

MANDY LAKE, CLERK OF WAKEFIELD TOWNSHIP

Typed by Mable Wanink, Deputy Clerk