

**Winterfield Township Special Board Meeting  
April 17, 2020  
Minutes**

The meeting was called to order at 2:00 pm by Supervisor Hammar. The Pledge of Allegiance was recited by those present.

**Members Present:** Mark Hammar, Supervisor; Bonnie Blackledge, Clerk; Linda Peterson, Treasurer; Fred Prielipp and Shelly Laughlin, Trustees

**Members Absent:** None

**Others Present:** Mike Clark, Zoning Administrator/Ordinance Enforcer

**Review of Agenda: Motion by Hammar, second by Laughlin, to accept the agenda as presented. Ayes-5, Nays-0. Motion carried.**

**Review Minutes January 14, 2020: Motion by Laughlin, second by Prielipp, to approve the January 14 Meeting Minutes as written. Ayes-5, Nays-0. Motion carried.**

**Treasurer's Report:** Peterson presented the Treasurer's report for April 17, 2020. **Prielipp moved to accept the report, seconded by Hammar. Ayes-5, Nays-0. Motion carried.**

**Public Comment:** None

**Board Members Comments/Reports:** Laughlin is taking a Planning and Zoning webinar through MTA. She asked if we recall a resolution for the Board to take the authority to adopt a Master Plan. No one recalled a resolution, so we will consider one at our May meeting. Blackledge will look for a sample from MTA. Laughlin suggested that the Board members attend the Zoning meetings when they are working on the Master Plan. Laughlin also asked whether there is a mission statement for the Board or Planning Commission. The Planning Commission plans to put one together. The webinar also suggested that members be required to attend three trainings per three-year term.

Hammar and Mike Clark talked about the blight letters that were sent out to two residents in the Township. Clark has not received a response. At one residence, cars are being hauled in, perhaps for scrap. Because of the current restrictions due to the coronavirus, it was decided to table this issue until our May meeting.

**Old Business: A1) Keehn Road:** Hammar reviewed his correspondence with Dewayne Rogers, Managing Director of the Clare County Road Commission (CCRC). Rogers proposed to split the cost of the Keehn Road project 50/50. The estimate to prepare the road for paving is \$160,000. If the improvements are made this year, it should be ready to pave next year. **Laughlin moved to accept Dewayne Rogers's offer to split the cost of the Keehn Road project 50/50. Prielipp seconded. Ayes: 5, Nays: 0. Motion carried.**

**New Business:**

**B1) Fog Seal Blacktop Roads:** Hammar said that the Road Commission received money from the Federal Government to chip seal and fog Cook Avenue. It is recommended that we take advantage of reduced prices to crack seal, chip seal and fog Kirby, Haskell Lake, Partridge, and Strawberry for \$143,000, our share being \$103,000 and the CCRC picking up \$40,000. **Laughlin moved to fog seal these roads (also shown on the map that was included with the packet). Peterson seconded. Ayes: 5, Nays: 0. Motion carried.**

**B2) Pine Road Overlay:** The CCRC offered to extend Reith Riley's asphalt prices from last year at \$68 a ton. Prices now are around \$80. The CCRC recommends paving Pine at this time if we have the money in our budget. This would include 1.5 inches of overlay from the intersection of Temple Road to the bridge on Pine. The estimated cost for this project is \$183,000. Winterfield would pay the entire cost, but CCRC would do the preparation. **Hammar moved to pave Pine Road, Laughlin seconded. Ayes: 5, Nays: 0. Motion carried.**

**B3) Assessor Replacement:** Great Lakes Assessing recently send a letter of resignation to the Board. Hammar contacted five assessors and asked for proposals from three. Of the three, MVW and Associates, Inc. appears to be the best fit. Their proposal was also the least expensive. The contract would be for a period of three years. **Hammar moved to hire MVW and Associates, Inc. as detailed in their proposal. Prielipp seconded. Ayes:5, Nays:0. Motion carried.**

**9) Budget Report:** Blackledge included a budget report to date for the General Fund, Transfer Station Fund and Roads. She recommended that the Board Members look over the reports as the budget preparation process will begin in June.

**10) Review Township Expenditures:** Blackledge moved to approve the General Fund checks 5098 through 5162, and the Transfer Station checks 2046 through 2058 as shown on the reports. **Second by Laughlin. Ayes-5, Nays-0. Motion carried.**

**11) Approval of Credit Card Expenditures:** Blackledge explained three recent credit card charges and one that will be charged in May. Members asked a few questions and then Supervisor Hammar signed the vouchers.

**Public Comment: None**

**Adjournment: Motion by Laughlin, seconded by Prielipp, to adjourn the meeting at 3:00 pm. Ayes-5, Nays-0. Motion carried.**

Respectfully submitted,

Bonnie Blackledge, Winterfield Township Clerk