

**Winterfield Township Special Board Meeting
June 13, 2019
Minutes**

The meeting was called to order at 1:15 pm by Supervisor Hammar.

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

Members Absent: None

Others Present: None

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

Review Minutes May 14, 2019: Motion by Hammar, second by Laughlin, to approve the May 14 Meeting Minutes as written. Ayes-5, Nays-0. Motion carried.

Treasurer's Report: In lieu of a Treasurer's report, Peterson distributed a report of the balances in the Certificates of Deposit.

Public Comment: None

New Business:

1) 2019-2020 Budget Meeting Topics

1. Cost of Winter Burial-Beginning December 1, 2019, the Board agreed that there will be an additional fee of \$100 for burials between December 1 and March 31. There was also discussion concerning the line item in the Compensation and Fees report that showed a yearly payment for the Sexton. As this implies that he is an employee, it was agreed not to include this line item since he is now being paid as a contractor. **Blackledge moved to remove the line item for the cemetery sexton. Hammar seconded. Ayes: 5, Nays: 0. Motion carried.**

2. Attendance at training sessions-In order to encourage members of the various boards to become better educated, it was agreed to pay them for their attendance at training sessions. **Hammar moved to pay \$60 per diem for all board and committee members for training that is approved by the Township Board, except for Election Workers who are paid hourly. Laughlin seconded. Ayes: 5, Nays: 0. Motion carried.**

3. Election Inspectors-Blackledge said that it was confusing to pay Election Inspectors in 2018 because there were two rates of pay – one for the entire day and one hourly. If the day was 15 hours, the hourly equaled the daily pay, but otherwise the hourly could actually be more or less than the daily, depending on how long the Inspectors worked on Election Day. She asked that the compensation be changed to only include the hourly rate, keeping the amount the same as last year. This hourly amount would also be used for training pay. **Hammar moved to change the wages of Election Chair and Precinct Inspectors to the hourly rate of \$17.00 (Chair) and \$13.67 (Inspector). Prielipp seconded. Ayes-5, Nays-0. Motion carried.**

4. Projects for 2020 –Hammar presented several projects the Board might consider.

5/6. Road Budget 5-year plan – Hammar spoke with the engineer who is working on the Keehn Road project. She said there are options based on the “ideal” or “realistic” ways to pursue the project. If we do this project, we may have to consider using some of the General Fund money on roads. There is a preconstruction meeting coming up where options will be discussed.

7. Pay for Zoning Board of Appeals Members – Hammar spoke with Chris Jackson who said he is still interested in serving on this board. Roger Mosher was also a member and needs to be contacted. Julie Traynor is interested in serving as the Planning Commission Representative on the board. Hammar suggested that they be asked to meet yearly for organizational purposes. Blackledge will check MTA to see if they offer a training guide.

8. Timber Sales – There is a recommendation from Nia Becker, Forester for the Soil Conservation District, that we hire a forester to help us with tree management on the 40 acres Winterfield Township owns. This would also include work on the cemetery. Details will be further discussed at our July meeting.

9. Elections how much this year - Blackledge suggested that we budget for two elections, the Presidential Primary in February or March and a possible school election in May. The August Primary and November General will fall in Fiscal Year 2022-21. \$5,000 should be adequate to cover two elections.

10. Library – The budget shows \$1,000 for the upcoming fiscal year.

2) Compensation and Fees

The Board discussed the items on the Compensation and Fees worksheet that Hammar prepared. **Blackledge moved to approve the Compensation and Fees listed on the sheet, including the changes the Board approved. Laughlin seconded. Ayes-5, Nays-0. Motion carried.**

3) General Fund, Transfer Station, and Roads Proposed Budgets

The Board reviewed the proposed budget figures submitted on the worksheet by Supervisor Hammar. Several changes were made. A final draft was prepared, although some income figures haven't been added, waiting for final amounts. These amounts and the actual-to-date will be updated at the next budget meeting before final approval.

7) Review Township Expenditures:

Blackledge moved to approve the General Fund checks 4941 through 4956 and the Transfer Station checks 2007 through 2010 as shown on the reports. Second by Peterson. Ayes-5, Nays-0. Motion carried.

Adjournment: Motion by Hammar, second by Laughlin, to adjourn the meeting at 5:06 pm. Ayes-5, Nays-0. Motion carried.

Respectfully submitted,

Bonnie Blackledge
Winterfield Township Clerk