

KRAKOW TOWNSHIP

NOVEMBER 10, 2015

A regular monthly meeting of the Board of Trustees of Krakow Township was held on November 10, 2015, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan.

The meeting was called to order at 7:00 p.m. by Supervisor Michael Grohowski.

PLEDGE OF ALLEGIANCE

Roll Call

Present: Members Michael Grohowski, Elaine M. Misiak, Diane Mucciante
Roger K. Witherbee, Michael T. Smith

Absent: Members: None

Guests: Six

Citizens' Comments

None

Treasurer's Financial Report – Subject to Audit

October 31, 2015 - \$101,432.30

Approval of Consent Agenda Items

Moved by Roger K. Witherbee, second by Michael T. Smith, to approve the following consent agenda items as presented:

Treasurer's Report for October, 2015

Report on Income, Expenses, Payables, and Budget Balance for October, 2015

Minutes of Regular Meeting – October 13, 2015

Vouchers and Payroll for November

Ayes: All

Motion carried.

Treasurer's Report

Tax Collection Information

Summer Tax – 94% Collection to date. (\$40,000 outstanding)

Delinquent Personal Property Tax Information

Collection of personal property tax is near completion.

Winter Newsletter

Information for the township newsletter should reach the treasurer's office by November 15.

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Clerk's Report – Elaine M. Misiak

DEQ Wetland Identification Report

The Department of Environmental Quality conducted a Level 2 wetland identification of approximately 0.46 acre on Fox Road requested by Stanley Jack.

Election Equipment Report

Presque Isle County Clerk Ann Marie Main has notified the clerks that the state is requiring further study before new voting equipment will be ordered. She is not expecting anyone to be using new voting equipment in the 2016 elections.

Reimbursement – Accident Fund Insurance Company

A dividend check in the amount of \$45.60 has been received by Krakow Township for success in the workers compensation group program.

Supervisor's Report – Michael Grohowski

Department of Treasury

Assessor Allan Berg notified the township that an Audit of Minimum Assessing Requirements follow-up review has been completed. Supervisor Michael Grohowski was notified by the Department of Treasury that the follow-up review indicated that all items have been corrected. The next review will be held in 2019.

Hall Improvement – Side Door

Supervisor Michael Grohowski and Trustee Michael T. Smith installed a new side door/frame on the township hall. Presque Isle Locksmith will be contacted to install a new door handle.

Recommended Projects: A new deck is needed at the back door.

Contact pest control for removal of mice/flies from the building.

Zoning Administrator – Matthew Bedard (Absent)

Mr. Bedard filed his report for October 14 to November 10, 2015 along with a detailed report of all permit applications (1 to 52). Mr. Bedard is receiving many inquiries for zoning requirements and clarifications. Currently, one new zoning permit is pending and an investigation has been requested regarding a building and zoning violation along Shubert Highway

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Assessing Office – Allan Berg
No report filed.

Board of Review – Michael Grohowski
A December meeting of the Board of Review will be held to handle errors and omissions.

Planning Commission – Roger K. Witherbee
Mr. Witherbee filed the minutes of October 15th. The next meeting of the Planning Commission will be held on December 17 at 11:00 a.m. Planning Commission members Carolyn Barrett and Roger K. Witherbee met with Zoning Administrator Matthew Bedard on October 21, 2015, to review mapping requirements. The Commission is working with NEMCOG (Denise Cline) on a draft copy addressing a Zoning Ordinance for light industrial standards and updating the township maps. If the light industrial standards draft is completed, a public hearing on the revisions will be held on December 17, 2015.

Posen Area Fire Department Authority – Michael T. Smith
Minutes of October 7, 2015, were filed. Mr. Smith thanked the board for giving him the opportunity to attend the fire issues and services conference in Frankenmuth. The meeting was very informative and enlightening. The FEMA grant is no longer available. Mr. Smith discussed regulations, insurance, training, and the budget.

Rogers City Ambulance Authority – Michael Grohowski
The next meeting of the Rogers City Ambulance Authority will be held in December.

Transfer Station Report - Freddie Barrett
Report for October shows a loss of \$3,436.38.

It was necessary to purchase a replacement control part for the hydraulic ram from Standard Electric at the cost of \$53.31.

Recycling Committee Report
Mr. Barrett presented the minutes of the recycling committee held on October 13, 2015.

Job Description – Transfer Station Attendant
Mr. Barrett prepared a Krakow Township Transfer Station Job Description. It was recommended by Diane Mucciante the job description includes a lifting requirement, ability to spend time on their feet, ability to interact with the public on a professional level, and perform other duties as assigned by a named official. Diane Mucciante will prepare added clauses to the job description for review at the December meeting.

Zoning Board of Appeals – Michael T. Smith
No meetings scheduled.

Other Committee Reports
None

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Unfinished Business

Appointment of Transfer Station Substitute

The two applicants were interviewed by Freddie Barrett, Transfer Station Attendant. It was the recommendation of Freddie Barrett that the board hire Clarence Bisson for the position of transfer station substitute.

Moved by Diane Mucciante, second by Roger K. Witherbee, to accept the recommendation of Freddie Barrett and hire Clarence Bisson for the position of transfer station substitute.

Ayes: 4

Nays: None

Abstain: 1 (Elaine M. Misiak)

Motion carried.

NEW BUSINESS

Rate of Pay for Transfer Station Substitute

Moved by Michael Grohowski, second by Diane Mucciante, to establish the rate of pay for the transfer station substitute at \$10.00 per hour.

Ayes: 4

Nays: None

Abstain: 1 (Elaine M. Misiak)

Motion carried

Citizens' Comments

None

Adjourn

Moved by Roger K. Witherbee, second by Michael T. Smith, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 7:47 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Approved: December 8, 2015