

WEST BRANCH TOWNSHIP
REGULAR MEETING
JANUARY 21ST, 2016 7:00PM

Meeting opened by Supervisor Jack Heidtman with the Pledge of Allegiance. Members present included Supervisor Jack Heidtman, Clerk Michelle Christal, Treasurer Catherine Shaw, and Trustee Tim Overmyer. Trustee Kris Shaw was excused. Also present were Zoning Administrator Mike Beltz, Bryan Hill, and Greg Hardy.

AGENDA: A motion to accept the agenda was made by Tim Overmyer and supported by Catherine Shaw. M/C

PUBLIC COMMENT: None.

MINUTES: A motion to approve the Regular Meeting Minutes was made by Catherine Shaw and supported by Tim Overmyer. M/C

FINANCIAL REPORT: A motion to approve the Financial Report as presented was made by Michelle Christal and supported by Catherine Shaw. M/C

BUDGET: A motion to move \$2100.00 from Buildings Improvements to Assessor Salary was made by Catherine Shaw and supported by Michelle Christal. M/C

BALANCE SHEET: Alright as presented.

BILLS PAYABLE: A motion to pay bills totaling \$11,989.54 was made by Catherine Shaw and supported by Tim Overmyer. M/C

ZONING ADMINISTRATOR: Mike Beltz reported that he processed a Compliance Permit and spoke briefly about permits.

BONNIE HOFF: Not present

ASSESSOR REPORT: Not present.

JOINT OPERATIONS: A review of the meeting was given and those minutes are on file.

- A. **BUDGET: A motion to approve the JOB Budget was made by Catherine Shaw and Supported by Tim Overmyer.**

CORRESPONDENCE: A letter was relieved from Township Attorney Bonnie Hoff on the matter of the JOB Agreement.

FEMA: The Township needs to adopt an ordinance by April 19th, 2016. This project will be handled by the Planning Commission.

OLD BUSINESS:

- A. **MBLP:** A meeting has been scheduled on February 9th, 2016 for discussion about rate increase. The GACS will also be present to discuss their millage request.

NEW BUSINESS:

- A. INSULATION BID: A bid was received to insulate the Township building. This matter was tabled for further discussion.
- B. CARPETING BID: A bid was received from Carpet Specialists: \$2764.00. It was suggested to call McCabes for another bid. **A motion to accept the lowest bid was made by Catherine Shaw and supported by Tim Overmyer. M/C**
- C. COPIER BID: Bids were received from Cooper Office Supply and UP Office Supply. UP Office supply was the lower bid. This will be put into the buidget for next year.
- D. FLOOR REFINISH BID: Bids were received from two companies to refinish the hardwood floors in the Township Building. Ray Johnson suggested contacting UP Hardwoods. This matter was tabled until more bids are received.
- E. BUDGET WORKSHOP: A budget workshop has been scheduled for February 11, 2016 at 7:00pm at the Township Hall.
- F. EAST MARQUETTE COUNTY SOLID WASTE: A resolution must be done to dissolve this organization and issue money to participating townships.
- G. BOARD OF REVIEW POSITION: **A motion to appoint Heidi Heidtman to the Board of Review was made by Jack Heidtman and supported by Michelle Christal. M/C**
- H. OFFICE FURNITURE: Michelle Christal requested funds to purchase new office chairs and a new work station. **A motion to approve this request was made by Catherine Shaw and supported by Tim Overmyer. M/C**

SAWYER ALLIANCE: Tim Overmyer reported on the Sawyer Alliance Meeting. They received a \$1,200.00 grant from St. Francis for dumpsters; they are looking for a matching grant from the DNR. A pot luck dinner will be held at the next meeting on February 1, 2016. The Township Board is invited to attend.

EXTENDED PUBLIC COMMENT: None.

BOARD COMMENT: None.

Meeting adjourned at 8:10 pm

Submitted by Michelle Christal, Clerk