

ADAMS TOWNSHIP
MONTHLY MEETING
DECEMBER 4, 2017

The regular monthly meeting of the Adams Township Board was held on Monday, December 4, 2017 at the Township Hall, 17118 First Street, Baltic, Michigan.

The meeting was called to order at 6:00PM. Pledge of allegiance was recited followed by roll call. The following board members responded to roll call: Supervisor Heikkinen, Trustee Mattila, Treasurer Immonen, and Clerk Pindral. Trustee Keranen was absent with excuse. There were 9 guests in attendance.

MOTION made by Treasurer Immonen with support from Supervisor Heikkinen to accept the minutes of the November 6, 2017 Monthly meeting and November 6, 2017 Wholesale Water meeting. Roll call, all ayes. Motion carried.

COMMENTS:

- Dale Verran approached the Board asking for an update on June Verran water situation. He states it has been 40 days since they notified the Township about his mother's basement flooding. He stated the water was shut-off for 26 hours, then digging was done next to an abandoned pipe on highway, a trench was also dug for drainage, and none of the above worked. He is questioning to what the next step is. Water Superintendent Hudson stated there is no isolation valve to shut just portions of water off in Baltic, and does not recommend shutting off all of Baltic to check for leak. Supervisor Heikkinen stated the Township will contact Siler Construction to dig from house/main between previous dig and up to neighbor's home. This will be weather permitting. Don Verran submitted a bill for \$21.18 for materials Bob Hudson instructed him to purchase.
- David Fox stated the dusk-to-dawn light is now working. He is requesting the 25mph sign on Brooklyn road be replaced with a 'children in area' sign, and suggested the 25mph sign be put on the post between the honor roll and Township building to slow traffic. Trustee Mattila stated the Board does not have authority to place signs, and the Houghton County Road Commission would need to be contacted to put up signage.

CORRESPONDENCE:

- Charter Franchise Agreement was received. MOTION by Trustee Mattila with support from Treasurer Immonen authorizing Supervisor Heikkinen to approve and sign Franchise Agreement on behalf of Adams Township. Roll call, all ayes. Supervisor Heikkinen will sign and submit.
- MDOT is requesting a Performance Resolution for Governmental Agencies from Adams Township Board before issuing the 2018 Annual permits for state highway right of way. MOTION by Trustee Mattila with support from Treasurer Immonen to approve MDOT Performance Resolution for Governmental Agencies. Roll call, all ayes. Motion carried. Clerk Pindral will submit to MDOT.
- CCISD is requesting a summer property tax levy for Adams Township to collect. MOTION by Treasurer Immonen with support from Trustee Mattila to approve Annual Summer Tax Resolution for CCISD. Roll call, all ayes. Motion carried. Treasurer Immonen will sign and submit.

FINANCIAL REPORT: Financial reports for November reviewed. MOTION made by Trustee Mattila with support from Treasurer Immonen to accept the November financial reports, including reimbursement in the amount of \$21.18 to Mr. Verran.. Roll call, all ayes. Motion carried.

FIRE DEPARTMENT: Trustee Mattila reported November had 18 medical calls and no fire calls. Reminder that Santa will be visiting at the Atlantic Mine Fire Hall on December 16th from Noon to 2PM. The next meeting of the Fire Department will be Tuesday, December 5th at 7PM.

ASSESSOR REPORT: Assessor report for November reviewed. Supervisor Heikkinen has questions regarding the Escanaba Timber land division transaction. Board of Review is been scheduled for December 12th, from noon to 2PM. Corrections only.

UNFINISHED/NEW BUSINESS:

- Siler Contracting is finished for the season. UPEA introduced Change Order #1 for interim quantity adjustments in the amount of \$27,350.00 and a time adjustment of 14 days due to unforeseeable circumstances. MOTION by Trustee Mattila with support from Clerk Pindral to approve Change Order #1 for Bill Siler Contracting on Adams Township Water System Improvements. Roll call, all ayes with Trustee Keranen absent. Motion carried.
- Chris Holmes, UPEA Engineer, presented Engineering Services Agreement Amendment #2 for Adams Township Water System project in the amount of \$13,700.00 for unforeseen conditions requiring extra investigation holes to determine location of service lines. MOTION by Trustee Mattila with support from Clerk Pindral to approve Engineering Services Agreement Amendment #2. Roll call, all ayes with Trustee Keranen absent. Motion carried.
- Chris Holmes presented draw #4 Resolution 2017-12-01 RD Grant/Loan \$62,759.98 with \$54,901.64 requested by Siler Contracting, \$6,758.34 requested by UPEA, and \$1,100.00 requested by Vairo, Mechlin & Tomasi. MOTION by Trustee Mattila with support from Treasurer Immonen to approve Resolution 2017-12-01 Draw #4 for payment of funds for the Adams Township Water System Improvements in the amount of \$62,759.98 pending Rural Development accepting Change Order #1. Roll call, 4 ayes and 1 absent. Motion carried.
- Property schedule received from Par Plan was gone over for accuracy. Also recommended risk control to reduce insurance premiums by checking driver license validity of all fire dept. volunteers, all EMT volunteers, all employees, including Board members. Clerk Pindral will be sole person responsible with access to information, and copies of licenses will be destroyed after checking to protect personal information. A list of all fire dept./EMT volunteers will be given to clerk as well as copy of current driver's license. Township employees/Board members will put a copy of license in clerk's mailbox.
- Office Manager Platzke stated the ice rink needs more rubber matting as well as 3/4" treated plywood. MOTION by Treasurer Immonen with support from Trustee Mattila to purchase the needed supplies. Roll call, all ayes. Motion carried. Heather will let the ice rink volunteers know to purchase supplies. Due to the unknown quantity of rink door keys out in the public, will check with locksmith regarding changing the lock and then having keys signed out for better control.
- Discussion regarding employee gift cards for Christmas. MOTION by Trustee Mattila with support from Treasurer Immonen to give employees a Wal-Mart gift card in same denomination as previous years. Roll call, all ayes with Supervisor Heikkinen abstaining from vote to avoid conflict of interest. Motion carried. Treasurer Immonen will purchase and distribute.

MOTION at 7:11PM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned.

Submitted by:

Debbie Pindral
Township Clerk

ADAMS TOWNSHIP
Wholesale Water Board
December 4, 2017

The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, December 4, 2017 at the Township Hall, 17118 First Street, Baltic, Michigan.

The meeting was called to order at 7:17PM. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, and Clerk Pindral. Also in attendance was Water Superintendent Bob Hudson, Office Manager Heather Platzke and UPEA Engineer Chris Holmes. Trustee Keranen was absent with excuse.

- Water Superintendent Bob Hudson stated the Water Improvement Project is done until next spring. He is already noticing reduction in water usage numbers in Atlantic Mine.
- Supervisor Heikkinen instructed Water Superintendent Bob Hudson to contact Siler Contracting regarding the Verran water situation in Baltic. Trench both sides of the shut-off and service line, and go up towards the next home. Discussion if a main leak would yield 3-4gallons/minute.
- Inquiry if all equipment is winter ready. Bob Hudson stated the snow-blower at pumping station has been gone thru. Plow trucks are ready.
- Retail water office has let run in storage room. Heather has list ready of who let run last year. No let run until office is contacted. This year should be considerable less due to upgrades in Atlantic Mine.
- Remind residents to keep water lines covered with snow, not to plow them. Residents should also be aware that lines from shut-off to home are their responsibility, regardless of condition.
- Bob stated he asked Chris Holmes, UPEA Engineer, for assistance in completing the Water Asset Management report that is due. The report is complex and mandated by DEQ. Chris Holmes stated they do this report for other municipalities. It is a GAP analysis of revenues versus funds management. Probably not a hydraulic analysis. It will involve wholesale water and retail water due to different rates. He presented a template agreement for provision of limited professional services that is used for other municipalities. MOTION by Trustee Mattila with support from Clerk Pindral to support the Agreement for the Provision of Limited Professional Services for Water Asset Management Plan not to exceed \$2000.00. Roll call, all ayes. Motion carried.
- Bob stated he ordered a new metal detector to replace the old model at a cost of approximately \$800.00. Among other uses, it can be used as needed for MISS DIG.
- Trustee Mattila stated a support person for Heather was needed to cover days out of the office.
- Trustee Mattila stated since there might be monies in Water Project for water meters, a list needs to be compiled of how many meters have been bought since the Water Project loan papers were signed. Bring the list to the next meeting.
- Bob Hudson stated Duke Pyykkonen has been doing an excellent job of hydrant repair. The fire dept. should be happy to hear hydrants are being well maintained.

With no further business to discuss, MOTION to adjourn at 7:53PM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned.

Submitted by:

Debbie Pindral,
Township Clerk