

ADAMS TOWNSHIP
MONTHLY MEETING
FEBRUARY 1, 2016

The regular monthly meeting of the Adams Township Board was held on Monday, February 1, 2016 at the Township Hall, 17104 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, Treasurer Immonen, Trustee Mattila, Trustee Sohlden, and Clerk Pindral. There were 12 guests in attendance.

MOTION made by Treasurer Immonen with support from Trustee Mattila to accept the meeting minutes of the January 4, 2016 monthly meeting, as well as the January 4, 2016 Wholesale Water meeting. Roll call, all ayes. Motion carried.

CITIZEN'S COMMENTS:

- Jim Johnson requested reimbursement for XL T-shirts purchased for the ice rink to allow ice rink volunteer workers to be able to differentiate the Tues/Thurs hockey players from other public ice skaters. The T-shirts will be maintained and stored as rink equipment. MOTION by Trustee Mattila with support from Treasurer Immonen to reimburse Jim Johnson in the amount of \$15.38. Roll call, all ayes. Motion carried.
- Theresa Parolini inquired if Township was planning to increase water rates to the Village of South Range. Supervisor Heikkinen stated it was only in discussion stage with no defined rate increase at this time.
- David Fox expressed thanks to the Township Board for the hiring of the newest employees. He found them to be very respectful and hard-working. He also thanked the Board for the efforts put in to better the Township for the young residents, i.e. ice rink, ballfield.
- Susan Beck offered information to the Board regarding wind turbines, and information on how moratoriums are being held downstate. Kevin Mackey stated he has reviewed the information and pointed out a major difference is the downstate county is zoned, whereas Adams Township is not. Susan stated there is a MTU professor who specializes in wind energy who might be a resource for the Township.

CORRESPONDENCE:

- 1.) Coleman Engineering has submitted a letter outlining their expertise in developing high quality, distinct maps for the AMAR land value maps. Supervisor Heikkinen will discuss with Assessor Karrio, and bring up at next meeting if necessary.
- 2.) Midway Rental agreement has been accepted with a credit limit established. The company has a weekly delivery route in the area, with decent prices.

FINANCIAL REPORT: MOTION made by Trustee Sohlden with support from Trustee Mattila to accept the January financial report as presented. Roll Call, all ayes. Motion carried. Supervisor Heikkinen reported the financial report included the payment of the 2016 F250 pick-up purchased. The green pick-up and the white van used by the retail water dept. have been junked and will be sold for scrap in the Spring. Both newer vehicles will have Adams Township logos placed on the doors, making them identifiable to the public.

FIRE DEPARTMENT: Trustee Mattila reported 12 medical calls and 2 fire calls. On behalf of the fire department, he expressed thanks for the shoveling of the snow from fire department doors, and the fire hydrants cleared of snow. Supervisor Heikkinen will attend the next fire department monthly meeting to discuss fire hall improvements and next year's budget.

ASSESSOR REPORT: January report reviewed. Supervisor Heikkinen reminded everyone of the upcoming Board of Review dates: March 14/15 for any issues. March 8th will be the BOR Organizational

meeting. BOR members will attend training on February 9th in Houghton. Assessor Karrio announced changes in her weekly office hours. Will be in the office on Tues. Feb 2, Mon., Feb 8, and Wed Feb 17th. Then back to the usual office hours of Wednesdays, 9AM-3PM.

UPDATE BUSINESS:

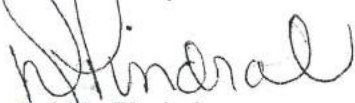
- Chris Holmes stated the Township should be receiving a request for evaluation of engineers regarding water distribution systems. This is usually sent when a phase of a project is completed, and the next phase started. He reports he will be meeting with Bob Hudson next week to go over plans and go over list of questions before applying for permits; Rural Development will work on spec book. Trustee Mattila requested the supervisor and board review the plans before they are submitted. Would like to incorporate the televising of all properties before work is started to protect the Township from unnecessary claims. Planning to have bidding out by March 30th and everything back and reviewed to enable UPEA to make a recommendation to the Board at the May meeting. Goal is to close on loan in June. Will put blasting specs in contract to ensure residents get videotaped before they blast.
- Wind Farm Energy update: Mr. Hokens has requested the application for wind turbines. Lawyer Mackey will resend the application for review, and then submit to Mr. Hokens to fill out. He reported he has not yet received any information from UPEA or OHM on his RFP.

NEW BUSINESS:

- The new Ford truck needs to be fitted with a plow. Dodgeville Welding has submitted an estimate of \$5,830.00 for a 9'2" Poly XT V plow. Bob Hudson's plow is sufficient, but the wiring on the pickup used by Duane Snell is corroded. MOTION by Trustee Mattila with support from Trustee Sohlden to approve the purchase of the Poly XT V Plow from Dodgeville Welding in the amount of \$5,830.00. Roll Call, all ayes. Motion carried. Plow will be installed on Wednesday.
- PAC/MTA membership request letter received. No action needed.
- Discussion regarding Township Board wages. No increase at this time. Township employee wage increases would be discussed at the annual/special March meeting.
- MTA article regarding the MSU-State sponsored mandate regarding grant applications, 538 pages long. FYI only.
- Clerk Pindral MOTIONED to the Election Committee to appoint the election precinct workers to be the same as in the past, and their term would be effective for all elections in 2016. Election Precinct workers would be: Denise Maki as lead Precinct Inspector, with Kathy DeForge, Margaret Burkman, June Verran, Patsy Pakkala, and Marti Rashleigh. Motion supported by Treasurer Nancy Immonen and Supervisor Gerald Heikkinen.

MOTION to adjourn at 6:55PM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned. Next regular monthly meeting is Monday, March 7, 2016 at 6:00PM.

Submitted by:



Debbie Pindral
Township Clerk

ADAMS TOWNSHIP
Wholesale Water Board
FEBRUARY 1, 2016

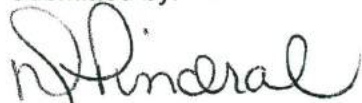
The regular monthly meeting of the Adams Township Wholesale Water Board was held on Monday, February 1, 2016 at the Township Hall, 17104 First Street, Baltic, Michigan.

The meeting was called to order. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Sohlden, Clerk Pindral, and Water Superintendent Bob Hudson. Chris Holmes, UPEA also present, as was Office Manager, Heather Platzke.

- Water Superintendent Bob Hudson reported Duane Snell has learned how to write up the monthly water reports, and will be responsible for doing them.
- Doug Pascoe, MDEQ, met with Duane one on one. He then met with Bob Hudson and Supervisor Heikkinen. He requested Duane to run the water station 24/7 including being on-call. He will operate under Bob's license, and oversight. Duane will do the AM reports and Bob will review. Duane will need a new phone, and the dialers will be reprogrammed to call Duane's number. Bob stated he will still be responsible for doing spring discharge at the lagoons. Supervisor Heikkinen stated that Duane must be present to learn this procedure also. Bob has been decreasing work hours, using vacation/personal time.
- Chris Holmes was asked for the information that Rural Development stated homeowners will need for financial assistance in replacing lines curb-stop to home. He will email this information to the water department office. The homeowner work will be available at discount price only when the line replacement is performed at the time of contractor project in front of their home.
- MOTION by Treasurer Immonen with support from Trustee Sohlden to go into executive session at 7:10PM to discuss personnel issues. Roll call, all ayes. Motion carried.
- MOTION by Trustee Mattila with support from Clerk Pindral to open executive session at 7:12PM to discuss personnel issues. Roll call, all ayes. Motion carried.
- MOTION by Trustee Mattila with support from Clerk Pindral to exit executive session at 8:25PM. Roll call, all ayes. Motion carried.
- MOTION by Trustee Mattila with support from Treasurer Immonen to re-adjourn Wholesale Water meeting at 8:26PM. Roll call, all ayes. Motion carried.
- MOTION by Trustee Mattila with support from Treasurer Immonen to call a special meeting with mandatory attendance by employees, Saturday, February 6 at 9:00AM to discuss personnel issues and any other issues brought before the Board. Roll call, all ayes. Motion carried.

MOTION to adjourn at 8:29PM by Treasurer Immonen with support from Trustee Sohlden. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral,
Township Clerk

ADAMS TOWNSHIP
SPECIAL MEETING
FEBRUARY 6, 2016

A Special meeting of the Adams Township Board was held on Saturday, February 6, 2016 at 9:00AM at the Township Hall, 17104 First Street, Baltic, Michigan. Purpose of the meeting was to discuss personnel issues, running the Township on a day to day basis, as well as other business brought before the Board.

The meeting was called to order at 9:00AM. The following board members responded to roll call: Supervisor Heikkinen, Treasurer Immonen, Trustee Mattila, Trustee Sohlden, and Clerk Pindral. There were 4 guests in attendance. Employees were thanked for attending this mandatory special meeting, and they will be paid for attending.

Supervisor Heikkinen stated he has been stopping at the office, giving his input on a weekly basis, inquiring if there is anything that he and the Board can do to make things work. All employees except the office manager generally work from 7AM to 3:30PM; Office manager works 7AM to 3PM. Bob stated he is not working full days. He goes to the pump station to over-see Duane, and he will then usually use personal or vacation time.

Justin inquired if he comes in early to plow before customers and cars arrive, is it acceptable to flex time? The Board stated it is preferable to flex rather than overtime.

Discussion regarding personality conflicts amongst employees. It was emphasized that employees must work together and get along. Consequences will be discussed by Board. It was recommended to go through the office manager regarding any work directives the new guys feel they can handle on their own. At this point in time, Duane will focus on learning the water distribution and pumping station. Bob stated he will be responsible for doing spring discharge at the lagoons with Duane present.

MOTION by Trustee Mattila with support from Treasurer Immonen to go into executive session at 9:35AM to discuss personnel issues. Roll call, all ayes Motion carried.

MOTION by Trustee Mattila with support from Treasurer Immonen to open executive session at 9:36AM. Roll call, all ayes. Motion carried.

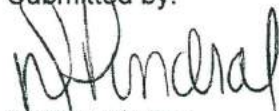
MOTION by Trustee Mattila with support from Trustee Sohlden to exit executive session at 11:08AM. Roll call, all ayes. Motion carried.

MOTION by Trustee Sohlden with support from Clerk Pindral to re-adjourn special meeting at 11:08AM. Roll call, all ayes. Motion carried.

MOTION by Trustee Sohlden with support from Treasurer Immonen that effective February 6, 2016 there will no longer be verbal warnings involving personnel issues. All meetings with employees regarding personnel issues, regular or disciplinary, will be documented and signed by all parties involved, and placed into employee's personnel file. Roll call, all ayes. Motion carried.

With no other business brought before the Board, a MOTION to adjourn at 11:10AM by Trustee Mattila with support from Treasurer Immonen. Roll call, all ayes. Meeting adjourned.

Submitted by:



Debbie Pindral
Township Clerk