

TROUT LAKE TOWNSHIP

PO Box 215
Trout Lake, MI 49793
906-569-3291(P)
906-569-3772 (F)

Supervisor: Helen Fischer
Clerk: Kathleen A. English
Treasurer: Pam Barrett
Trustee: Laurey Simpson
Trustee: John Clark

Township Board Meeting, March 14, 2017, Minutes, *Draft pending Board Approval April 11, 2017.*

Attendance: Six (6)

Meeting called to order at 6:29pm, by Supervisor Fischer, with the Pledge of Allegiance to the Flag. Board Members present: Helen Fischer, Kathy English, Pam Barrett, John Clark, Laurey Simpson, Absent. A quorum of the Township Board is present.

Supervisor Fischer made a motion, seconded by Treasurer Barrett, to approve the Trout Lake Township Board Meeting Minutes of February 14, 2017, as written.

Public Comments:

1. Mary Fischer-Sharp reported that the Fishing Derby was a great success!! They had 86 Adults and 17 Kids participating, which raised \$2007.60! Great turnout and fundraising event!!!
2. Mary Fischer-Sharp stated that Mike Wieman and his Wife donated a 2 ½ ton floor jack to the Fire Department to assist in helping move the sled & trailer around! Special Thank You to Mike and his Wife!!!

Clerk Report: Kathy English, Clerk

1. Clerk English distributed two (2) draft Policies/Procedures related to Expenditure Authorization & Expense Reimbursement, as well as a revised Expense Reimbursement Request Form, which reflects the intent of the policies/procedures. Discussion ensued, with one (1) change to the Expense Reimbursement policy/procedure being made. Supervisor Fischer made a motion, seconded by Clerk English to approve the policies/procedures with the amendments. Motion Approved Unanimously by the Board Members in Attendance.
2. Clerk English presented a revision of the Emergency Response Services Ordinance to reflect the addition of the new Tanker, rescue sled, and CO2 monitoring. Motion Made by Supervisor Fischer, seconded by Trustee Clark, to approve the revised Ordinance. Roll Call Vote, called by Clerk English:

John Clark	Yes
Helen Fischer	Yes
Pam Barrett	Yes
Clerk English	Yes
Laurey Simpson	Absent

Motion approved unanimously by the Board Members in attendance.
3. Clerk English requested approval to attend, and receive expense reimbursement for, a mandatory Election Accreditation/Certification session March 22, 23, 2017. It is a two-day educational event in Petoskey. Motion made by Supervisor Fischer, seconded by Trustee Clark, to approved Clerk English's request. Motion Approved Unanimously by the Board Members in Attendance.
4. Clerk English has been contacted by Smith Sanitation related to a date for the Spring Clean-up. They suggested May 20, 2017, which the Board Members present indicated agreement.
5. Clerk English inquired as to where the Park Keys are? She needed to open the Park Office for the Fishing Derby and discovered there is a padlock on the door to which she does not have a key. Cindy Faulkner stated she still has the keys, which Clerk English requested she turn in so that a key can be made for the Clerk/Deputy Clerk key rings. Supervisor Fischer stated she has Ray's keys, which she will give to Clerk English at the end of the meeting.
6. Clerk English reported that she has received a mileage reimbursement request from John Clark for a trip to Kincheloe to pick up batteries for the mini pumper. Discussion ensued related to the perceived emergent nature of the trip. Supervisor Fischer stated she approved the purchase of the batteries, however, she was not aware mileage would be requested. Supervisor Fischer made a motion, seconded by Treasurer Barrett, to approve the mileage reimbursement request. Motion Approved Unanimously by the Board Members in Attendance.

Treasurer's Report: Pam Barrett, Treasurer. Report Distributed. No report for this meeting.

Ambulance Service Report: John Clark, Ambulance Corp Captain

1. Zero (0) runs during the month of February, 2017.
2. No training was held in January, 2017.
3. The PSRO meetings were held on February 16, 2017, and March 14, 2017. Supplies were distributed at the meeting.
4. Equipment & supplies, as determined by Mr. Clark, have been ordered and received, except for the Sterile Water, which Clerk English stated has been shipped and should be delivered within the next few days.
5. Clerk English stated a bill has been received from the City of Sault Ste. Marie, in the amount of \$275.00, for an intercept run. Mr. Clark will research.
6. Anyone interested in taking an MFR or EMT Class can contact John Clark on his cell phone 906.203.062.
7. The Ambulance service is still in desperate need of people!

Fire Department Report: John Clark, Fire Chief.

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1. One (1) run for February, 2017.
2. Chief Clark stated that the actual cost of the roof ladder is \$475.00, not the \$450.00 he presented at the February 14, 2017, meeting. When questioned as to the discrepancy, he stated he must have misunderstood the sales person as they apparently never sell these ladders for less than \$475.00. Supervisor Fischer made a motion, seconded by Treasurer Barrett, to purchase the R.O.S. ladder tool at the cost of \$475.00 to be charged to their Earned money account. Motion Approved Unanimously by the Board Members in Attendance.
3. Batteries for the mini pumper have been purchased and installed.
4. Equipment, hoses, fittings, and wrenches have been ordered.
5. Chief Clark made a plea for anyone willing and wanting to join the Fire Department. Must be 18 years of age and older, and any gender. Please contact Chief Clark at 906 203 0621.
6. Chief Clark still encourages everyone who is looking to burn debris to log onto WWW.DNR.STATE.MI.US/BURNPERMITS. The website has color coded maps designating if burning is permitted.

Tax Assessor Report: Carol McLean, Assessor. Absent, report given by Supervisor Fischer.

1. The Board of Review met March 13, 14, 2017. Six (6) Taxpayers requested review on nine (9) parcels.

Park Report: Helen Fischer, Supervisor. No report presented for this meeting.

Old Business:

1. Supervisor Fischer spoke to posting of the Park positions. Discussion ensued with the result that the positions will not be posted, and the two (2) people from the previous season will be rehired.

New Business:

1. Trustee Clark presented a quote for decals for the new Fire Truck Tanker. The quote is \$75.00/door uninstalled, and \$175.00/door installed. Discussion ensued and a recommendation that Mr. Clark proceed with having the decals installed on the truck. Supervisor Fischer made a motion, seconded by Treasurer Barrett to have the decals installed, as recommended by Mr. Clark, at a cost of \$175.00/door, of which there are two (2). Motion Approved Unanimously by the Board Members in Attendance.

Motion made by Supervisor Fischer, to pay the bills as submitted by Clerk English, seconded by Treasurer Barrett. Motion Approved Unanimously by the Board Members in Attendance.

*Motion made by Supervisor Fischer, seconded by Treasurer Barrett, to adjourn.
Meeting adjourned at 7:07pm.*

Respectfully Submitted,

Kathleen A. English
Trout Lake Township Clerk