

KRAKOW TOWNSHIP
BUDGET HEARING MEETING

DATE: APRIL 23, 2009

A budget hearing meeting of the Board of Trustees of Krakow Township was held on April 23, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 6:30 p.m. by Supervisor Kevin C. Przybyla.

This budget hearing meeting is being held because it came to the board's attention that the previous published notice concerning the public hearing on the proposed budget omitted information required by Michigan Law; specifically, that the property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee
Absent: Richard Biermacher

Guests: 18

Approval of Minutes

Board approved minutes of a budget hearing meeting, held on March 31, 2009, as prepared by Clerk Misiak. Board approved minutes of rescheduled April meeting, held on March 31, 2009, as prepared by Clerk Misiak. Board approved minutes of a workshop meeting, held on April 10, 2009, as prepared by Clerk Misiak.

Citizens' Comments

6:33 p.m. to 6:47 p.m.

Topics: Board Salary Increases, Supervisor/Assessor Position, Salary Resolution Referendum Petition, Board Position on Wage Increases, No Raise Taken by County Board of Commissioners, 2009 Millage Request (Lower Taxes/Millage Due to Economic Conditions), and Freeze All Spending for 2009/2010.

Supervisor Opened Hearing on Proposed Budget for 2009/2010

Public Comments

6:47 p.m.

Wage Increases – The Board should consider Krakow Township's placement on the salary comparison report for townships in Presque Isle County before setting salaries.

Hearing closed at 6:49 p.m.

Amended Resolution to Establish 2009 Millage Levy

Motion was made by Kevin C. Przybyla, supported by Karen S. Romel, to amend Resolution #5 2008/2009, and pass Resolution #2 2009/2010 to set the millage levy at one (1) mill for the township as *authorized by state law and approved by the electorate*.

Motion passed by the following majority roll call vote:

Ayes: Roger K. Witherbee, Kevin C. Przybyla, Karen S. Romel

Nays: Elaine M. Misiak

Budget for 2009/2010 Adopted on March 31, 2009

Balance Brought Forward	\$155,413.96	
Projected Revenues	\$144,617.00	
Projected Expenditures	\$118,960.00	
Estimated Ending Balance on March 31, 2010:		\$181,070.96

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Adoption of 2009/2010 Budget

Motion was made by Kevin C. Przybyla, supported by Karen S. Romel, to adopt the budget for 2009/2010, as presented.

Ayes: Karen S. Romel, Roger K. Witherbee, Kevin C. Przybyla

Nays: Elaine M. Misiak

Motion was made by Kevin C. Przybyla, supported by Karen S. Romel, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 7:04 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Approved: May 12, 2009

Guests: Pat Blaser, Frank Blaser, Harry Jakubiak, Aggie Jakubiak, Evelyn Budnick,
Arthur Chojnacki, Delphine Bisson, Clarence Bisson, Dennis Schellie,
Mike Smith, Mike Grohowski, Kim Wisniewski, LeRoy Flanner,
Vicky Flanner, Ron Rygwelski, Sue Rygwelski, Cary Pichan, and Sonja Kuffel

Addenda A, B, C, D & E (Contact the clerk by email (clerk@krakowtownship.org) or by phone (766.8804)

The rescheduled April meeting of the Board of Trustees of Krakow Township was held on March 31, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:34 p.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: 36

Citizens' Comments

7:35 p.m. to 8:15 p.m.

Topics: Loan/Grant, Township Hall, and Web Site

8:06 to 8:12 p.m. – Treasurer Romel was absent from the meeting.

Treasurer's Report

Financial Statement for February, 2009, was presented by Treasurer Romel. Receipts (#3591 to #3597) totaled \$27,468.89; expenditures (vouchers #1444 to #1465) totaled \$7,854.36 for a monthly gain of \$19,614.53.

General fund balance as of February 28, 2009, was \$160,322.05.

Financial statement for March, 2009, was presented by Treasurer Romel. Receipts (#3598 to #3604) totaled \$3,141.79; expenditures (vouchers #1466 to #1500) totaled \$8,049.88 for a monthly loss of \$4,908.09. General fund closing balance for 2008/2009 was \$155,413.96.

Clerk's Report

Presque Isle County Road Commission

Clerk Misiak attended the public hearing to receive public comment on the expenditure of Federal Surface Transportation Funds, part of the Federal Stimulus package. Bolton Road is eligible for funds, but will not be placed on their list of approved projects. The Road Commission is aware of the "water over the road" problem, and will make an on-site visit to evaluate for repairs. Any repairs to Bolton Road would be completed in sections over an extended period of time.

Michigan Township Association

Spring Regional Meeting will be held in Alpena on Thursday, June 4, 2009. Board approved the attendance of up to four members. Cost for four (4) registrations would be \$267.00 plus mileage.

Supervisor's Report

Township of Excellence

A strategic planning meeting of the board will be held on Friday, April 10, 2009, from 10:00 a.m. to 3:00 p.m. to develop a Code of Ethics and to address board policies and procedures.

Preliminary Grant Application

Supervisor Przybyla has completed the narrative portion of the application. Applications are being accepted for a \$50,000 grant from USDA and \$130 million in stimulus grants. Notification of grants awarded is not expected before November or December, 2009.

Assessor's Office

Assessment and tax roll certificate and warrant have been completed by the assessor and township board of review. Tentative taxable value for Krakow Township is \$55,766,768.

Board of Review

Supervisor Przybyla filed a draft copy of the minutes. Twenty-four requests were processed. One property owner has opted to go to tax tribunal.

Posen Area Fire Authority (Richard Biermacher)

A new fire truck is on order for \$208,000.00.

Rogers City Ambulance Authority (Richard Biermacher)

Allied is rated as the ambulance service receiving the highest pay.

Zoning Board of Appeals (Karen Romel)

Based on the opinion of our attorney, the Zoning Board of Appeals will reschedule their organizational meeting to be held at the township hall.

Transfer Station Report (Freddie Barrett)

Report for March: Mr. Barrett collected \$100.00 in fees from March 21 to March 31, 2009. Republic has agreed to repair the damage that occurred when the old compactor was being replaced.

Planning Commission (Roger Witherbee)

Minutes of December 10, 2008, and agenda for March 12, 2009, were filed. The commission is recommending:

- 1) An amendment to the Outdoor Wood Burning Ordinance.
- 2) To allow, by special approval, air strips/landing fields in R1 and R2.
- 3) Text changes in wind turbine and anemometer tower installations.
- 4) Proposed text for the revised Judicature Act of 1961.

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to amend the definition of Outdoor Furnace/Boiler to read "Any outdoor furnace/boiler installed in a structure or a building must meet the same specific requirements as those stated in the Ordinance."

Motion passed by the following roll call vote:

Ayes: Karen S. Romel, Roger K. Witherbee, Richard Biermacher, Elaine M. Misiak,
Kevin C. Przybyla

Nays: None

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to amend R1 (rural residential) and R2 (mixed residential) to allow, under the special use section, air strips and landing fields.

Motion passed by the following roll call vote:

Ayes: Kevin C. Przybyla, Karen S. Romel, Roger K. Witherbee, Richard Biermacher,
Elaine M. Misiak

Nays: None

Moved by Karen S. Romel, supported by Roger K. Witherbee, to amend the Ordinance to include revised Judicature Act of 1961 statements on municipal civil infractions, civil fines, costs, justice system assessment, damages and expenses. Motion passed by the following roll call vote:

Ayes: Elaine M. Misiak, Kevin C. Przybyla, Karen S. Romel, Roger Witherbee,
Richard Biermacher

Nays: None

A proposed amendment to the Wind Turbine and Anemometer Tower Installations Ordinance was tabled to the May meeting.

The next quarterly meeting of the Planning Commission will be held on June 11, 2009, at 7:00 p.m.

OLD BUSINESS

FOIA Fees Schedule

Moved by Richard Biermacher, supported by Kevin C. Przybyla, to approve a Freedom of Information Act fee schedule and note it as Krakow Township Policy #1 2009/2010.

Ayes: All

Motion carried

NEW BUSINESS

Report on Charter Communications (Richard Biermacher)

Mr. Biermacher will be working with Charter to improve services provided to Krakow Township. His goal is to have Charter provide services to all their customers, not just those they find more profitable.

Designate Banks

Moved by Karen S. Romel, supported by Roger Witherbee, to pass Resolution #1 2009/2010 designating Citizens and Calcite Credit Union as banks for the deposit of all township funds for 2009/2010. Motion passed by the following roll call vote:

Ayes: Richard Biermacher, Elaine M. Misiak, Kevin C. Przybyla, Karen S. Romel,
Roger K. Witherbee

Nays: None

Township Audit

Moved by Elaine M. Misiak, supported by Richard Biermacher, to contract Johnson & Schulze, certified public accountants, to compile financial statements and complete the F-65 report for the fiscal year ended March 31, 2009, for a fee of \$525.00

Ayes: All

Motion carried

Michigan Tax Tribunal Cases

Moved by Kevin C. Przybyla, supported by Richard Bannasch, to appoint a committee, including the township supervisor and board of review member Richard Bannasch, to review all pending tax tribunal cases.

Ayes: All

Motion carried

Their recommendations will be brought before the township board. The board will be responsible for making the final decision on pending tax tribunal cases.

Moved by Karen S. Romel, supported by Kevin C. Przybyla, to approve the purchase of a financial records software program for the clerk and treasurer at a cost not to exceed \$200.00.

Ayes: All

Motion carried

Moved by Kevin C. Przybyla (Biermacher) to pay the bills and adjourn the

Ayes: All

Motion carried.

Meeting adjourned at 9:32 p.m.

Respectfully submitted, ~



Elaine M. Misiak, Clerk

TOWNSHIP OF KRAKOW

Minutes Approved: April 23, 2009

Guests: Pat Blaser, Frank Blaser, Angie Asam, Harry Jakubiak, Aggie Jakubiak, Eva B. Pichan, Cary Pichan, Ron Davies, Evelyn Budnick, Arthur Chojnacki, Del Bisson Clarence Bisson, Robert Holowaty, Marian Smith, Nancy Schellie, Dennis Schellie, Mike Smith, Robert Hoffmeyer, Dennis Fauver, Terry Wills, Ray Orban, Mike Rice, Beth Rice, Angela Mulka, Mike Grohowski, Kim Wisniewski, Mike Wisniewski, Toni Beach, LeRoy Flanner, Vicky Flann, Mary Flanner, LeRoy Flanner Jr., Carolyn Barrett, Freddie Barrett, Terry Buczkowski, Dennis Misiak

AUGUST AGENDA

[Krakow Township Board of Trustees](#)

12022 Bolton Road, Posen, MI

Date: August 11, 2009 7:00 p.m.

PLEDGE OF ALLEGIANCE

I. Call to Order - - Roll Call

- A. Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
- B. Guests: Jerry Smigelski, Presque Isle County Road Commission*

II. Public Comments

III. Approve Agenda

IV. Treasurer's Report for July

V. Clerk's Report

- A. Current Report on Income, Expenses & Budget Balances
- B. Board Approval of Vouchers & Payroll for August
- C. Board Approval of Minutes: July 29, 2009 (Special Meeting)
- D.

VI. Correspondence - Clerk Misiak

- A. Update on Top of Michigan Trails Council (Alpena to Cheboygan Trail)
- B. Presque Isle County Drain Commissioner (Rules & Design Standards)
- C.

VII. Reports and/or Comments

- A. Supervisor's Report
 - i. Correspondence
 - ii. Township of Excellence Program
 - a. Citizens' Advisory Committee
 - b. Northern Michigan Broadband Cooperative
 - iii. Update: Preliminary Grant Application
 - iv. Other Items of Business
- B. Other Committee Reports
 - i. Zoning Administrator Przybyla
 - ii. Tax Tribunal Review Committee
 - iii. Assessing Office
 - iv. Board of Review held on Tuesday, July 21, 2009, at 6:00 p.m.
 - v. Posen Area Fire Authority (Richard Biermacher)
 - vi. Rogers City Ambulance Authority (Richard Biermacher)
 - vii. ZBA (Karen Romel)
 - viii. Transfer Station (Freddie Barrett)

- a. July Report: Monthly Gain of \$1,899.50; Yearly Gain of \$910.17
- b. Planning Commission (Roger Witherbee)
- c. Next Quarterly Meeting: September 10, 2009

VIII. Old Business

- A. Presque Isle County Road Commission*
- B. ZBA Open Position(s)
- C. Board of Review Open Position
- D. Update on 218 Agreement/Michigan Tax Withholding (Clerk Misiak)
- E.

IX. New Business

- A. Draft Policy: Financial Controls/Segregation of Duties
- B. Draft Policy: Review and Approval of Financial Claims
- C. Attorney's Contract Expires on September 30, 2009
- D.

X. Additional New Business

- A.

XI. Authorization to Adjourn

Next Regular Meeting: September 8, 2009

KRAKOW TOWNSHIP

AUGUST 11, 2009

The regular August meeting of the Board of Trustees of Krakow Township was held on August 11, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: 19

Citizens' Comments

7:02 p.m. to 7:08 p.m.

Topics: No Township Representation at Presque Isle County Public Hearing on County Buildings/Grant Information, Citizens' Comments Policy, Current Fund Balance, and July Board of Review Meeting

Agenda

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to approve the agenda for August 11, 2009, as presented.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for July 31, 2009, was presented by Treasurer Romel. Receipts (#3628, #3629, #3631 to #3636 plus #3639) totaled \$14,878.70; expenditures (vouchers #1564 to #1588) totaled \$7,616.48 for a monthly gain of \$7,262.22. General fund account balance on July 31, 2009, was \$161,880.49.

Supervisor Przybyla requested that the treasurer's financial statement be posted on the website following the meeting.

Treasurer Romel reviewed the *Certificate of Compliance* she received from the Liquor Control Commission. The township treasurer is required to verify compliance, by signature, for the township to receive liquor fund payments. Board confirmed that the township is in compliance.

Clerk's Report

Board reviewed monthly report of expenses, revenues, and budget balance prepared by Clerk Misiak.

Moved by Richard Biermacher, supported by Kevin C. Przybyla, to approve minutes of July 29, 2009, with the following correction:

Change Ten-Year *Strategic Plan* to Ten-Year *Road Maintenance Plan*

Ayes: All

Motion carried

Top of Michigan Trails Council

The Northern Lower Peninsula Trailways Coordinator sent an update on the Alpena to Cheboygan trail surfacing project. Krakow Township passed a resolution of support for the project in July of 2008. Construction is expected to begin in the spring of 2011. Krakow's share of local support is \$1,834.00.

Presque Isle County Drain Commissioner

The Presque Isle County Board of Commissioners has adopted new county storm water management rules and design standards (for platted subdivisions). Krakow Township does not have a storm drain ordinance and could opt to adopt one.

Supervisor's Report

Information on Grant Application/NEMCOG

Final review and comment letter, dated August 3, 2009, was received from the Regional Clearinghouse. It lists our project identification number as 06300902, USDA as the funding agent, construction of a township hall as the project title, and a project cost of \$300,000. Further, the letter states that NEMCOG fully supports this proposal and recommends its funding.

Water Well Assistance Program

Supervisor Przybyla has available information on low interest financing to repair or replace an existing well from the Northeast Michigan Affordable Housing Inc.

Northern Michigan Broadband Cooperative

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to pass a resolution in support of extending high-speed broadband services to homes, institutions and businesses in the 21 county region of Northern Lower Michigan.

Ayes: All

Motion carried

Information on Grant Application/USDA

Discussion held on a request from USDA for historical preservation pictures and appointment of bond counsel. Moved by Richard Biermacher to vote on appointing a bond counsel. Motion died due to lack of support. It was determined that appointment of bond counsel is part of the original application and no further action is required at this time.

Township of Excellence

Political Contacts

Supervisor Przybyla encouraged board members to make contact with Senator Jason Allen and Representative Andy Neumann on township issues and keep a record stating reason for contact and response received.

Freedom of Information Forms

Freedom of Information request form and worksheet are posted on the website.

Board of Review

A letter of application has been received from George Kuckenbaker. His appointment is recommended by Supervisor Przybyla. Moved by Kevin C. Przybyla, supported by Richard Biermacher, to appoint George Kuckenbaker to the Board of Review for a term ending 12/31/2010.

Ayes: All

Motion carried.

Zoning Administrator Przybyla

Mr. Przybyla presented his zoning permits report from July 16, 2009, to August 5, 2009 (7 permits issued).

Bed & Breakfast Zoning Permit Request

Discussion held on request from Jacqueline Power for a permit to have a bed and breakfast establishment at 7468 Grand Pointe Road. It is the attorney's opinion that the Planning Commission should consider an amendment to the zoning ordinance to add "bed and breakfast facility" to the list of uses permitted by special approval in R-1 or R-2. Presently, a bed and breakfast facility is not listed as a permitted use in R-1 or R-2. If the zoning ordinance is amended, a public hearing would be required for a special use permit.

Board of Review

The July Board of Review processed 11 affidavits.

Assessing Office

Assessor Berg was contacted in regard to providing information for completing the assessor's portion of the Township of Excellence project.

Posen Area Fire Authority (Richard Biermacher)

Mr. Biermacher was out-of-town and did not attend the August meeting. He is outlining policies and procedures in regard to state and federal guidelines for presentation to the fire authority board.

Transfer Station Report (Freddie Barrett)

Report for July: Monthly Gain of \$1,899.50; Yearly Gain of \$910.17.

Planning Commission (Roger Witherbee)

Mr. Witherbee reported that survey forms are still being received. He has received close to two hundred returns. The results are still being tallied. The next quarterly meeting of the Planning Commission will be held on September 10, 2009.

OLD BUSINESS

Open Positions

Candidates are needed to fill open positions on the Zoning Board of Appeals.

Clerk Misiak will have updates on proposed 218 Agreement and Michigan tax withholding at the September meeting.

NEW BUSINESS

Attorney's Contract

Moved by Kevin C. Przybyla, supported by Roger K. Witherbee, to retain Gillard, Bauer, Mazrum, Florip, Smigelski, & Gulden as the township's law firm for the period from October 1, 2009 to September 30, 2010, based on the current terms.

Ayes: All

Motion carried.

Terms: Annual retainer fee of \$2,400.00, billed quarterly

Additional charges, other than ordinary course of business, would be billed at the usual hourly rate.

Retainer fee includes attendance at two meetings.

Township of Excellence/Building Fund

Supervisor Przybyla reviewed the notes of July 29, 2009. Discussion held on establishing a building fund. Supervisor Przybyla recommended creating a restricted building fund account under PA 177. Moved by Kevin C. Przybyla that we earmark \$10,000.00 into a public improvement fund under PA 177. The motion was supported by Richard Biermacher. Supervisor called for a roll call vote. Supervisor rescinded his motion. No vote taken. Motion died.

Moved by Kevin C. Przybyla to put \$10,000 into a restricted fund for acquiring, constructing, extending, altering, and repairing or equipping the township hall or public buildings. Motion died due to lack of support.

Township of Excellence/Fund Balance

With a mutual agreement, on July 29, 2009, to budget monies for a building fund and road improvement fund, the ending general fund balance for the township would be reduced. The amount of minimum carry over fund balance suggested was approximately \$75,000.

Township of Excellence/Strategic Plan

Moved by Roger K. Witherbee, supported by Richard Biermacher, to

- Establish a ten-year strategic plan for road maintenance
- Establish a building fund
- Establish a road improvement fund
- Work in conjunction with the Planning Commission to update the Master Plan
- Develop a recreational plan for the 5.75 acre parcel of land off Grand Pointe Road
- Enhance the services of Rogers City Ambulance Authority to further benefit the residents of Krakow Township
- Enhance the services of Posen Area Fire Authority to further benefit the residents of Krakow Township
- Keep residents informed regarding the upcoming census

Ayes: All

Motion carried

8: 30 p.m. - - Mr. Jerry Smigelski, Superintendent/Manager of the Presque Isle County Road Commission, entered the meeting.

Township of Excellence /Roads

8:37 to 9:30 p.m.

The Road Commission listed for the township ten roads that could be preserved by the application of “ultra thin” asphalt overlay, or a 1 ½” asphalt overlay over existing sealcoat. Mr. Smigelski addressed the board and guests (public comment session) on transportation asset management, rating of asphalt highways, and the importance of preserving good roads.

As requested by Supervisor Przybyla, he presented an estimated agreement for Beegen Road in the amount of \$37,500. The township would be billed for 75% of the cost, or an amount not to exceed \$28,125. As requested by Supervisor Przybyla, he presented an estimated agreement for Outer Drive in the amount of \$90,000. The township would be billed for 75% of the cost, or an amount not to exceed \$67,500. The contract would be over a two-year period, with \$33,750 due at the beginning of the project and \$33,750 due by July 1, 2010.

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to amend the 2009/2010 budget by establishing a \$10,000 building fund and a \$61,875 road improvement fund, and adjust the projected ending balance on March 31, 2010, to \$109,195.96.

Motion passed by the following roll call vote:

Ayes: Elaine M. Misiak, Kevin C. Przybyla, Karen S. Romel, Roger Witherbee,
Richard Biermacher

Nays: None

A balance of \$33,750 would remain unpaid on the Outer Drive project. The Presque Isle County Road Commission will accept payment by July 1, 2010 (2010/2011 budget).

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to contract with the Presque Isle County Road Commission to gravel shoulders, apply 1 ½" of asphalt over the existing sealcoat surface, and include centerline & edge line painting of Beegen Road (.5 mile) and Outer Drive (1.2 miles) at an estimated cost to the township of \$95,625 (75%). Motion passed by the following roll call vote:

Ayes: Richard Biermacher, Elaine M. Misiak, Kevin C. Przybyla, Karen S. Romel,
Roger K. Witherbee

Nays: None

Adjourn

Moved by Roger K. Witherbee (Romel) to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 9:42 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: August 26, 2009

KRAKOW TOWNSHIP

AUGUST 26, 2009

A special meeting of the Board of Trustees of Krakow Township was held on August 26, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 9:00 a.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee,
Karen S. Romel, Richard Biermacher

Guests: None

Minutes of a regular meeting of the Board of Trustees, held on August 11, 2009, were accepted as presented by Clerk Misiak.

Computer Replacement/Clerk's Office

Moved by Richard Biermacher, supported by Roger Witherbee, that we approve the computer for Clerk Elaine Misiak, based on the fact that she had to replace the old one destroyed by lightning, at a cost not to exceed \$1,000.00. Motion passed by the following roll call vote:

Ayes: Elaine M. Misiak, Kevin C. Przybyla, Karen S. Romel, Roger Witherbee,
Richard Biermacher

Nays: None

The laptop at the clerk's office was damaged by a lightning strike on August 9, 2009.

Cell Towers

Supervisor Przybyla has been contacted by a company conducting a feasibility study in regard to installing cell towers in the township.

Township Purchases

Moved by Karen S. Romel that any township official on the Board of Trustees can charge up to \$100 at Staples. Motion was supported by Elaine. Moved by Karen to amend her motion to allow any township official on the Board of Trustees to charge up to \$150.00 of office supplies. Motion was supported by Richard Biermacher.

Ayes: All

Motion carried.

WORKSHOP ON TOWNSHIP OF EXCELLENCE

The following topics were addressed and reviewed.

GOVERNANCE

Township Board Policy

- Department Head Authority: Recommendation was made to clarify matters that require township board approval. Trustee Biermacher proposed the following language: All township board members should have latitude to discuss, converse, and investigate any and all business that would affect the township in any manner other than that which constitutes an obligation, either contractually or financially, of the township. Moved by Richard Biermacher, supported by Roger Witherbee, that each one of the board members be granted authority and latitude to investigate any and all actions for the governance of Krakow Township that does not result in commitment of the township in any contractually or financial manner.

Ayes: All

Motion carried.

Township Board Policy

- Payment of Routine Bills
- Payment in Emergency Situations
Moved by Kevin C. Przybyla, supported by Karen S. Romel, to set a policy to allow a poll of the majority of the board for approval by phone, email, or in person without a meeting to make a decision on any urgent/emergency situation; namely, anything preventing board officials from performing their duties and in any situation that could cause potential harm to any township asset.
Ayes: All
Motion carried.
- Who Can Legally Sign Checks?

TAX COLLECTION/CONSTITUENT SERVICES

The township should provide information on agencies that offer human services assistance. Basic information is available in the township newsletter. Contact information, listing the different agencies that provide such services, should be made available to township residents on the website.

GOVERNANCE

Monitor/Evaluate Township Functions

- Recommendation was made to set a policy to evaluate any deficiencies in board functions and address those functions through policy-making decisions. Moved by Richard Biermacher, supported by Karen S. Romel, that we document a policy to, on a monthly basis, review any board functions or deficiencies brought up by any board member and address those deficiencies through policy established by the board or board action to rectify those deficiencies.
Ayes: All
Motion carried.

GOVERNANCE

- Advisory Task Force
Recommendation was made that a volunteer advisory task force be established to research and make recommendations on the township's 5.75 acre parcel. The purpose of the committee is to research, find alternatives, and make recommendations to the board in regard to making this a usable plot of land. The committee would bring back to the board suggestions and recommendations on what can and can't be done to the property. It is not an option to leave as is. The recommendations would then go to the Planning Commission, and be resubmitted to the board for final review.

EMERGENCY SERVICES

- Fire Protection Services
Mr. Biermacher reported that emergency services meet response times consistent with the National Fire Protection Association, and he will secure the required documentations.

GOVERNANCE

- Recommendation was made that a conduct policy be established for township officials, employees and volunteers. Discussion held on township/individual liability policies. Tabled.

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to adjourn the meeting.

Ayes: All

Motion carried

Meeting adjourned at 11:26 a.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
KRAKOW TOWNSHIP

Approved: September 8, 2009

KRAKOW TOWNSHIP

SEPTEMBER 8, 2009

The regular September meeting of the Board of Trustees of Krakow Township was held on September 8, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher (arrived at 7:03 due to attendance at a meeting of the Rogers City Ambulance Authority)

Guests: Nine

Citizens' Comments

7:01 p.m. to 7:10 p.m.

Topics: Possible Purchase of Property by the Posen Area Fire Authority and the Necessity of Representation at the Posen Fire Authority meetings

Agenda

Moved by Roger K. Witherbee, supported by Kevin C. Przybyla, to approve the agenda for September 8, 2009, as presented.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for August 31, 2009, was presented by Treasurer Romel. Receipts (#3637, #3638 to #3640 through #3658) totaled \$4,878.29; expenditures (vouchers #1589 to #1606) totaled \$8,012.97 for a monthly loss of \$3,134.68. General fund account balance on August 31, 2009, was \$158,745.81.

Sweep Account: Treasurer Romel received notification from Citizens Bank that funds in the township's sweep account are considered a deposit and may be eligible for FDIC insurance under the current guidelines.

Summer Tax Collection: Monday, September 14, 2009, is the last day to pay 2009 summer taxes without interest. Treasurer Romel will be available to collect taxes in her office from 9 a.m. to 7 p.m.

Clerk's Report

Board received the monthly report of expenses, revenues, and budget balance prepared by

Clerk Misiak. The amended budget, with the addition of a \$10,000 building fund account and a \$61,875 road improvement fund account, reduces the projected balance on March 31, 2010, to \$109,195.96.

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to approve the bills and payroll for September, as presented by Clerk Misiak.

Ayes: All

Motion carried

Board approved minutes of a special meeting, held on August 26, 2009, as presented by Clerk Misiak.

November 3 Election

A Consolidated General Election will be held on Tuesday, November 3, 2009. The purpose of the election is to elect officers for the City of Rogers City, Alpena Public School District, Alpena Community College District, and the Posen Consolidated School District. The Alpena Public Schools will have a proposal to allow the school district to continue to levy 18 mills (renewal). The deadline for receiving applications for registration of the qualified electors is Monday, August 5, 2009 (30 days prior to the election). The township clerk will handle absentee voter requests for Posen Schools, Alpena Public Schools and Alpena Community College.

Election Commission (Clerk, Treasurer, Supervisor)

A meeting of the Election Commission to appoint election inspectors for the November 3 Consolidated General Election will be held on Tuesday, October 13, 2009, at 6:45 p.m. The Election Commission meeting will be held in the township hall prior to the regular monthly meeting (7 p.m.).

Supervisor's Report

Township of Excellence

A special meeting was scheduled for Monday, September 28, at 9 a.m.
Agenda: Township of Excellence

Citizens' Advisory Committee

A recommendation was made to establish a volunteer advisory task force to research and make recommendations on the township's 5.75 acre parcel. Information and an application form are available on the township web site.

Zoning Administrator Przybyla

Mr. Przybyla presented his zoning permits report from August 10 to September 7, 2009 (4 permits issued).

Posen Area Fire Authority (Richard Biermacher)

Mr. Biermacher reported a discussion was held on property and the board's decision was to wait and do nothing at this time. Two fire trucks will be delivered this year. The truck financed thru USDA should be delivered around the end of December or early January. Also, a grant is in the process for \$841 thousand to build a new fire hall.

Rogers City Ambulance Authority

A special meeting was held today to upgrade an agreement to purchase a new ambulance for Allied costing \$126 thousand, approving a 4x4 conversion at an additional cost of \$10,000. Minutes of June 10 and August 12, 2009, were filed by representative Biermacher.

Transfer Station Report (Freddie Barrett)

Report for August: Monthly Gain of \$144.86; Yearly Gain of \$1,055.03

Clerk Misiak reported that a fuel surcharge and environmental fee for each load of refuse were not billed by Republic Service during the current contract. This changed when we were informed by Republic that a review of our contract allows the fees. Our additional cost will be approximately \$100 per load.

Planning Commission (Roger Witherbee)

Mr. Witherbee reported that survey forms will be finalized at the September 10 meeting. The quarterly meeting will be held in the township hall at 7 p.m.

OLD BUSINESS

Open Positions

Candidates are needed to fill open positions on the Zoning Board of Appeals.

Clerk Misiak provided information on a 218 Agreement. This agreement would allow employees eligible for the pension plan to have social security and pension deductions. No action taken.

Michigan Income Tax Withholding: Clerk to complete Form 518.

NEW BUSINESS

Discussion held on Representative Biermacher sending minutes of the Posen Area Fire Authority and Rogers City Ambulance Authority by e-mail to board members and posting on the web site.

Snow Removal Contracts

Bids will be accepted for approval at the next meeting for snow removal at the transfer station and township hall.

No information is available regarding the October MTOA quarterly meeting. The clerk will forward the information by e-mail.

Adjourn

Moved by Kevin C. Przybyla, supported by Roger K. Witherbee, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 7:54 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: September 28, 2009

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES
12022 BOLTON ROAD, POSEN MICHIGAN

DATE: DECEMBER 8, 2009
PLEDGE OF ALLEGIANCE

7:00 P.M.

1. Call to Order - - Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
Guests:
2. Public Comments
3. Approve Agenda
4. Treasurer's Report for November (Subject to Audit)
Citizens Bank
5. Clerk's Report
 - A. Current Report on Income, Expenses & Budget Balances
 - B. Board Approval of Vouchers & Payroll for December
 - C. Approval of Minutes: November 10, 2009
 - D.
6. Correspondence - Clerk Misiak
7. Reports and/or Comments
 - A. Supervisor's Report
 - 1) Correspondence
 - 2) Township of Excellence Program
 - 3) Citizens' Advisory Committee/5.75 Acre Parcel
 - 4) Other Items of Business
 - B. Other Committee Reports
 - Zoning Administrator Przybyla
 - Assessing Office
 - Board of Review
 - Posen Area Fire Authority (Richard Biermacher)
 - Rogers City Ambulance Authority (Richard Biermacher)
 - ZBA (Karen Romel)
 - Transfer Station (Freddie Barrett)
November Report: Monthly Gain of \$40.63; Yearly Loss of \$380.72
 - Planning Commission (Roger Witherbee)
Next Regular Meeting/Public Hearing: December 10, 2009
8. Old Business
 - A.
9. New Business
 - A. Evaluate Township Functions and Address Deficiencies
 - B.
10. Any Other New Business
 - A. MTOA Meeting: January 5, 2010, Rogers Township Hall
 - B.
11. Authorization to Adjourn

Next Regular Meeting: January 12, 2010

HAPPY HOLIDAYS

KRAKOW TOWNSHIP

DECEMBER 8, 2009

The regular December meeting of the Board of Trustees of Krakow Township was held on December 8, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Karen S. Romel, Richard Biermacher,
Roger K. Witherbee (7:10)

Absent: Elaine M. Misiak (Excused)

Also Present: Deb Pardike, Pure Michigan Campaign

Guests: Ten

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to appoint Lorraine Orban to fulfill the duties of recording secretary for the December 8, 2009, meeting.

Ayes: All

Motion carried.

Citizens' Comments

7:01 p.m. to 7:03 p.m.

Topic: Hours of Operation for Transfer Station

Treasurer's Report

Citizens Bank – Treasurer Karen S. Romel

Citizens Bank has informed the township that requiring them to scan checks for two signatures will cost the township \$50.00 per month as of January 1, 2010. Moved by Karen S. Romel, supported by Richard Biermacher, to change our Citizens checking account to *one* required signature for scanning by the bank, and require *two* signatures for the township.

Ayes: All

Motion carried.

Consent Agenda

The treasurer's report, current report of income, expenses and budget balances, vouchers and payroll for December, and November 10, 2009, minutes were accepted as presented.

Financial Statement for November, 2009,

Receipts (#3676 to #3684) totaled \$7,989.12; expenditures (vouchers #1651 to #1669) totaled \$5,943.22 for a monthly increase of \$2,045.90. General fund account balance on November 30, 2009, was \$94,212.63. (The financial statement is subject to audit.)

Newsletter

The December newsletter will be mailed with tax receipts.

Zoning Administrator

In November, a permit was issued to Harry Szymanski for an outdoor wood burner.

Assessing Office/Board of Review

The December Board of Review is scheduled for Wednesday, December 16, 2009, at 2 p.m.

Board of Review

2010 Board of Review training will be held in Alpena on February 23. Moved by Kevin C. Przybyla, supported by Karen S. Romel, that George Kuckenbaker attend a MTA Board of Review training session on February 23 in Alpena at the cost of \$70.

Ayes: All

Motion carried.

7:10 p.m. – Roger Witherbee entered the meeting.

Posen Fire & Rescue

Mr. Biermacher is attempting to obtain a copy of our ISO rating. We must have a copy for our TOE application as well as a copy of our standard operations procedure book.

Mike Smith, representing the fire department, reported that the new fire truck has been delivered, and the old fire truck was sold for \$3,000.00. He also reported that information on stimulus package grants for fire halls has stopped.

Rogers City Ambulance Authority

The next meeting is scheduled for January, 2010.

ZBA

Karen Romel will schedule an organizational meeting.

Transfer Station Report (Freddie Barrett)

November Monthly Gain was \$40.63; Loss for the Year is \$380.72. Mr. Barrett is satisfied with the current Wednesday and Saturday schedule. He did have the transfer station open on November 14th. The transfer station will be closed on December 26th.

Planning Commission (Roger Witherbee)

Public hearing will be held to handle a request by Jacqueline Powers to approve a special use permit for a Bed and Breakfast at 7468 Grand Pointe Road, Presque Isle. The public hearing will follow the regular quarterly meeting. Discussion held on other possible bed and breakfast sites in the township.

NEW BUSINESS

Evaluate Township Functions and Address Deficiencies: Supervisor Przybyla stated he would like to have a consent agenda rather than the approved agenda.

MTOA Meeting

The quarterly meeting for township officials will be held at 7:00 p.m. on Tuesday, January 5, 2010, at the Rogers Township Hall.

7:16 p.m. – Deb Pardike

Deb represents the Alpena Pure Michigan Campaign and works in partnership with the Travel Michigan State Organization. She presented slides, video and radio ads on their “Pure Michigan” campaign. The “Pure Michigan” campaign is aimed at new visitors and features new ideas that have achieved a very high success rating. The radio campaign for Alpena cost \$100,000. A poll of Alpena businesses following the 8-week radio ads resulted in positive comments, with an increase in business/tourism reported. A new coalition, The Sunrise Coast, a partnership of communities which begins in Arenac County and extends to Cheboygan County (including Presque Isle County) is being formed for 2010. Deb is on a fund- raising mission and is asking the township to help her with the 2010 campaign.

KRAKOW TOWNSHIP
DECEMBER 8, 2009
PAGE 3

Adjourn

Moved by Richard Biermacher, supported by Karen S. Romel, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Lorraine Orban, Recording Secretary
TOWNSHIP OF KRAKOW

Minutes Approved: January 12, 2010

LO/em

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES

12022 BOLTON ROAD, POSEN MICHIGAN

DATE: NOVEMBER 10, 2009 7 P.M.

PLEDGE OF ALLEGIANCE

- I. Call to Order - - Roll Call
 - a. Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
 - b. Guests:
- II. Public Comments
- III. Approve Agenda
- IV. Treasurer's Report for October (Subject to Audit)
- V. Clerk's Report
 - a. Current Report on Income, Expenses & Budget Balances
 - b. Board Approval of Vouchers & Payroll for November
 - c. Approval of Minutes: November 4, 2009 (Special Meeting)
 - d. PIE & G: Public Hearing on Supply Cost Recovery Factor
- VI. Correspondence - Clerk Misiak
 - a. Report on November 3, 2009 Election
 - b. Financial Report Prepared by Johnson & Schulze
 - c. MDEQ: Permit Issued to Darrell Gehrke, 14771 US-23 S: Remove and Replace Boat Ramp on Grand Lake
- VII. Reports and/or Comments
 - a. Supervisor's Report
 - i. Correspondence
 - ii. Township of Excellence Program
 - iii. Citizens' Advisory Committee/5.75 Acre Parcel
 - iv. Update: Preliminary Grant Application
 - v. Other Items of Business

b. Other Committee Reports

- i. Zoning Administrator Przybyla
- ii. Assessing Office (Negative Inflation Factor)
- iii. Board of Review
- iv. Posen Area Fire Authority (Richard Biermacher)
- v. Rogers City Ambulance Authority (Richard Biermacher)
- vi. ZBA (Karen Romel)
- vii. Transfer Station (Freddie Barrett)
 1. October Report: Monthly Loss of \$537.90; Yearly Loss of \$441.35
 2. Road Repair
 3. Planning Commission (Roger Witherbee)
 4. Next Regular Meeting: December 10, 2009

VIII. Old Business

IX. Furnace

X. New Business

- a. Evaluate Township Functions and Address Deficiencies
- b. Risk Management Audit

XI. Any Other New Business

- a.
- b.

Authorization to Adjourn

Next Regular Meeting: December 8, 2009

KRAKOW TOWNSHIP

Final

NOVEMBER 10, 2009

The regular November meeting of the Board of Trustees of Krakow Township was held on November 10, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee

Absent: Richard Biermacher (Excused)

Guests: Eight

Citizens' Comments

7:01 p.m. to 7:08 p.m.

Topics: Results of Township Survey, Status of Grant Application, and Arrival of a New Fire Truck

Agenda

Moved by Roger K. Witherbee, supported by Kevin C. Przybyla, to approve the agenda for November 10, 2009, as presented.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for October 31, 2009, was presented by Treasurer Romel. Receipts (#3670 to #3675) totaled \$903.12; expenditures (vouchers #1625 to #1650) totaled \$69,576.64 for a monthly decrease of \$68,673.52. General fund account balance on October 31, 2009, was \$92,166.73. (The financial statement is subject to audit.)

The treasurer reported that the collection for the special assessment for roads in the Presque Isle Harbor Development has been completed.

Clerk's Report

Board received a report of expenses, revenues, and budget balance prepared by Clerk Misiak for the month ending October 31, 2009.

Moved by Kevin C. Przybyla, supported by Elaine M. Misiak, to approve an amendment in the budget:

\$50.00 to Ordinance Officer Supplies

-\$50.00 from Contingency Fund

Ayes: All

Motion carried.

Moved by Roger K. Witherbee, supported by Kevin C. Przybyla, to approve the bills and payroll for November, as presented by Clerk Misiak.

Ayes: All

Motion carried

Board accepted minutes of a special meeting, held on November 4, 2009, as presented by Clerk Misiak.

PIE & G

Notice of Hearing on power supply cost recovery factor to be held on December 15, 2009, was filed.

Election

Clerk Misiak presented the results of the Consolidated General School Election held on Tuesday, November 3, 2009.

Audit for Year Ended March 31, 2009

The board received a copy of the Financial Statements and Supplemental Information for the year ended March 31, 2009, as prepared by Johnson & Schulze.

Michigan Department of Environmental Quality

A permit has been issued to Darrell E. Gehrke, 14771 US-23 S, to remove and replace a boat ramp on Grand Lake.

Supervisor's Report

Township of Excellence

A committee will prepare a draft packet for the entire board to review.

Posen Area Fire Authority (Kevin C. Przybyla)

Supervisor Przybyla reported that a new truck has been received.

Transfer Station Report (Freddie Barrett)

October Monthly Loss was \$537.90; Loss for the Year is \$421.35.

Mr. Barrett reported that the driveway has been repaired by the Presque Isle County Road Commission.

Planning Commission (Roger Witherbee)

Jacqueline Powers requested a public hearing be held to approve a special use permit for a Bed and Breakfast at 7468 Grand Pointe Road, Presque Isle. The public hearing has been scheduled for December 10, 2009, at 7 p.m. December 10, 2009, is the date of the regular quarterly meeting of the Planning Commission. Moved by Roger K. Witherbee, supported by Karen S. Romel, that we have the public hearing on the 10th with the regular meeting and charge Jacqueline Powers for postage and cost of the ad.

Ayes: All

Motion carried.

OLD BUSINESS

The fall maintenance date for the furnace is December 1.

NEW BUSINESS

A Risk Management audit was held on October 28, 2009, by the Michigan Township Participating Plan. Supervisor Przybyla will review recommendations on contracted services with our attorney, emergency lighting system, recharging of fire extinguisher, building inspection for fire safety, and exit signs. Treasurer Romel will secure occupational safety posters. Township officials should be trained in the proper use of the fire extinguisher.

KRAKOW TOWNSHIP
NOVEMBER 10, 2009
PAGE 3

Adjourn

Moved by Kevin C. Przybyla, supported by Roger K. Witherbee, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 7:49 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: December 8, 2009

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES
12022 BOLTON ROAD, POSEN MICHIGAN

DATE: OCTOBER 13, 2009
PLEDGE OF ALLEGIANCE

7:00 P.M.

1. Call to Order - - Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
Guests:
2. Public Comments
3. Approve Agenda
4. Treasurer's Report for September (Subject to Audit)
5. Clerk's Report
 - A. Current Report on Income, Expenses & Budget Balances & Amended Budget Information
 - B. Board Approval of Vouchers & Payroll for October
 - C. Board Approval of Minutes: September 28, 2009 (Special Meeting)
 - D.
6. Correspondence - Clerk Misiak
 - A. November 3, 2009 Election: Alpena Schools, Alpena College, Posen Schools
 - B. F-65 Financial Report Prepared by Johnson & Schulze
 - C. MDEQ: Permit Issued to Ed Gray, Grand Lake, to Protect Shoreline
 - D.
7. Reports and/or Comments
 - A. Supervisor's Report
 - 1) Correspondence
 - 2) Township of Excellence Program
 - 3) Citizens' Advisory Committee/5.75 Acre Parcel
 - 4) Update: Preliminary Grant Application
 - 5) Other Items of Business
 - B. Other Committee Reports
 - Zoning Administrator Przybyla
 - Assessing Office
 - Posen Area Fire Authority (Richard Biermacher)
Minutes of August 5, 2009
 - Rogers City Ambulance Authority (Richard Biermacher)
 - ZBA (Karen Romel)
 - Transfer Station (Freddie Barrett)
Adjusted September Report: Monthly Loss of \$938.48; Yearly Gain of \$96.55
 - Planning Commission (Roger Witherbee)
 - Draft Minutes & Survey Forms: September 10, 2009
 - Public Hearing: October 8, 2009*
 - Next Regular Meeting: December 10, 2009
8. Old Business
 - A. ZBA Open Position(s)
 - B. Snow Removal Contracts (Hall and Transfer Station)
 - C.
9. New Business
 - A. Evaluate Township Functions and Address Deficiencies
 - B. Newsletter
 - C. *Ordinance Amendment: Bed & Breakfast Facility
 - D.
10. Any Other New Business
 - A. Joseph Hefele – Cheboygan-Alpena Trail
 - B.
11. Authorization to Adjourn

Next Regular Meeting: November 10, 2009

KRAKOW TOWNSHIP

BUDGET HEARING/ACCEPTANCE MEETING

DATE: March 31, 2009

A budget hearing/acceptance meeting of the Board of Trustees of Krakow Township was held on March 31, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 6:34 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Members Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee, Richard Biermacher

Guests: 36

Moved by Richard Biermacher, supported by Kevin C. Przybyla, to approve the minutes of March 24, 2009, with the following corrections:

Add quotation mark after web site” under Citizens’ Comments.

Add closed in statement by Supervisor Przybyla regarding the books for 2008/2009.

Ayes: All

Motion carried

Supervisor Opened Hearing on Proposed Budget for 2009/2010

6:39 p.m.

Public Comments

The board received questions on salary increases, millage levy, mileage, contingency fund, and fire and rescue expenditure.

With the projected income down and poor economic conditions, why were salaries of the supervisor, clerk and treasurer increased? What is the \$10,000 contingency fund used for? What was \$3,500.00 in capital improvements used for in 2008/09? Should there be a cap on mileage? What happened to the support in the past for lowering the millage? Why doesn’t the budget include funds for fire & rescue?

Board Response

Yes, projected income is down from last year. We have had a drop in sales at the transfer station and are projecting zero dollars from the road assessment project. Salaries of township officials were raised. It was based on the number of years since the last adjustment, cost of living, and extra duties associated with the Township of Excellence Program and reviewing current board policy. The contingency fund is money set aside for unanticipated expenditures or to cover revenue shortfalls. The amount of \$3,500.00 was spent on a new roof for the hall. There is no cap on mileage. Board members remarked that many times they do not turn in all the mileage incurred while on township business. It is illegal for board members to collect mileage to attend township meetings. With the uncertainty of revenue sharing and a drop in taxable values, it is important that the township maintain a healthy fund balance. A healthy fund balance will allow the township to consider and fund special projects. Therefore, the board passed a resolution to levy one (1) mill in 2009. The projected ending balance for March 31, 2010, is expected to increase the fund balance by approximately \$25,000.00. Fire & rescue expenditure was dropped from the township budget for 2009/2010. Fire & rescue services are covered by a fire authority millage.

Supervisor Przybyla responded to questions about the board of review, property assessments, and if all meetings are open to the public. Yes, all meetings of the township board are open to the public.

Hearing Closed at 7:18 p.m.

KRAKOW TOWNSHIP
BUDGET HEARING/ACCEPTANCE MEETING
MARCH 31, 2009
PAGE 2

Motion was made by Richard Biermacher, supported by Roger K. Witherbee, to amend the proposed 2009/2010 budget by reducing projected property tax revenues from \$56,000.00 to \$55,767.00.

Ayes: All
Motion carried

Proposed Budget for 2009/2010

Balance Brought Forward	\$155,413.96	
Projected Revenues	\$144,617.00	
Projected Expenditures	\$118,960.00	
Estimated Ending Balance on March 31, 2010:		\$181,070.96

Motion was made by Kevin C. Przybyla, supported by Richard Biermacher, to adopt the proposed budget for 2009/2010 as amended.

Ayes: Roger K. Witherbee, Richard Biermacher, Kevin C. Przybyla, Karen S. Romel
Nays: Elaine M. Misiak

Motion was made by Kevin C. Przybyla, supported by Roger K. Witherbee, to adjourn the meeting.

Ayes: All
Motion carried.

Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Approved: April 23, 2009

Guests: Pat Blaser, Frank Blaser, Angie Asam, Harry Jakubiak, Aggie Jakubiak,
Eva B. Pichan, Cary Pichan, Ron Davies, Evelyn Budnick, Arthur Chojnacki,
Del Bisson Clarence Bisson, Robert Holowaty, Marian Smith, Nancy Schellie,
Dennis Schellie, Mike Smith, Robert Hoffmeyer, Dennis Fauver, Terry Wills,
Ray Orban, Mike Rice, Beth Rice, Angela Mulka, Mike Grohowski,
Kim Wisniewski, Mike Wisniewski, Toni Beach, LeRoy Flanner, Vicky Flanner,
Mary Flanner, LeRoy Flanner Jr., Carolyn Barrett, Freddie Barrett,
Terry Buczkowski, Dennis Misiak

Addenda A, B, C, D & E

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES
12022 BOLTON ROAD, POSEN MICHIGAN

DATE: DECEMBER 8, 2009
PLEDGE OF ALLEGIANCE

7:00 P.M.

1. Call to Order - - Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
Guests:
2. Public Comments
3. Approve Agenda
4. Treasurer's Report for November (Subject to Audit)
Citizens Bank
5. Clerk's Report
 - A. Current Report on Income, Expenses & Budget Balances
 - B. Board Approval of Vouchers & Payroll for December
 - C. Approval of Minutes: November 10, 2009
 - D.
6. Correspondence - Clerk Misiak
7. Reports and/or Comments
 - A. Supervisor's Report
 - 1) Correspondence
 - 2) Township of Excellence Program
 - 3) Citizens' Advisory Committee/5.75 Acre Parcel
 - 4) Other Items of Business
 - B. Other Committee Reports
 - Zoning Administrator Przybyla
 - Assessing Office
 - Board of Review
 - Posen Area Fire Authority (Richard Biermacher)
 - Rogers City Ambulance Authority (Richard Biermacher)
 - ZBA (Karen Romel)
 - Transfer Station (Freddie Barrett)
November Report: Monthly Gain of \$40.63; Yearly Loss of \$380.72
 - Planning Commission (Roger Witherbee)
Next Regular Meeting/Public Hearing: December 10, 2009
8. Old Business
 - A.
9. New Business
 - A. Evaluate Township Functions and Address Deficiencies
 - B.
10. Any Other New Business
 - A. MTOA Meeting: January 5, 2010, Rogers Township Hall
 - B.
11. Authorization to Adjourn

Next Regular Meeting: January 12, 2010

HAPPY HOLIDAYS

KRAKOW TOWNSHIP

FEBRUARY 10, 2009

The regular monthly meeting of the Board of Trustees of Krakow Township was held on February 10, 2009, at the Krakow Township Hall, 12022 Bolton Road. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Members Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee, Karen S. Romel, Richard Biermacher

Guests: 13

Mike Grohowski, a resident of Krakow Township and newly elected county commissioner for District #5, addressed the board. He is serving as a member of the State Park Advisory Committee. Mike will be representing the county commissioners when he goes on an on-site visit of a coal fired plant in Louisiana. He extended an invitation to attend upcoming meetings on the proposed Wolverine Power project. Construction of the plant would be in the Rogers City Calcite quarry. Supervisor Przybyla expressed some concerns with the County Equalization Department. Mike suggested he attend a meeting of the county commissioners. Meetings, which include a public comment session, are held on the second Wednesday at 7:00 p.m. and the last Friday of the month at 9:30 a.m.

Congratulations to township auditor Allan Berg, appointed by Governor Granholm to the State Assessors Board.

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to approve the minutes of a rescheduled January meeting, held on January 14, 2009, as corrected:

Treasurer's Report: The tax account balance for November was **\$4,924.30** for a combined total of **\$110,876.43**.

Ayes: All

Motion carried.

Citizens' Comments

None

Treasurer's Report

December, 2008: Receipts (#3576 to #3580) totaled \$523.00; expenditures (vouchers #1390 to #1413) totaled \$10,754.55 for a monthly loss of \$10,231.55. General fund account balance as of December 31, 2008, was \$95,720.58. The tax account balance was \$386,988.49.

January, 2009: Receipts (#3581 to #3590) totaled \$52,558.37; expenditures (vouchers #1414 to #1443) totaled \$7,571.43 for a monthly gain of \$44,986.94. General fund account balance as of January 31, 2009, was \$140,707.52. The tax account balance was \$45,805.37.

Citizens Bank - - Discussion on interest rates and fees tabled.

KRAKOW TOWNSHIP

Clerk's Report

Election Coordination Committee Meeting/Posen Consolidated School District

A required meeting of the Presque Isle Election Coordinating Committee was held in Rogers City on January 29th. The meeting was attended by Lorraine Urban, Deputy Clerk. An agreement was signed outlining designated duties for regular and special elections of the Posen Consolidated School District held in the township hall. Posen Schools will hold their regular election annually on the first Tuesday after the first Monday in November.

Franchise Information

PIE & G: Notification of Public Service Commission hearing on March 2, 2009, in Lansing to consider changes in the renewable energy plan charge and the energy optimization plan charge on customers' bills.

Notification of termination by the Village of Hillman of Home Rule rate with their adoption of MPSC rate regulation.

Charter Communications: Change in service offerings with an adjustment in basic and expanded basic service packages.

Presque Isle County Township Officers Association

A signed copy of the amended by-laws, adopted on January 6, 2009, was distributed to the board. Four business meetings are held each year (quarterly) with January designated as the annual meeting for the purpose of electing officers, and presentation of annual reports.

Supervisor's Report

Board of Review

Minutes for December 11, 2008, presented for filing. An organizational meeting and the regular board of review will be held in March. Assessor Berg will be holding a special meeting with the Board of Review in February to prepare them for the March meetings.

Zoning Administrator Przybyla

A zoning permit was issued to William and Maria Gamble for their hunting camp, thereby resolving the violation.

Township of Excellence Program

Supervisor Przybyla went through the program's checklist with appropriate documentation. Discussion held on various items. Krakow Township has committed to participating on a six-month trial basis.

Assessing Office - - Allan Berg

Mr. Berg reported a 9% reduction in state equalized value in Krakow Township. His office will be including a Newsletter with the Notice of Assessment explaining that, although the state equalized value drops, the taxable value must increase by the rate of inflation or 5% (whichever is less) if it is less than the state equalized value. The flyer includes the following information on the Board of Review and Tax Tribunal:

March 6, 2009	Deadline for Written protests
March 9, 2009	Protests from 3:00 p.m. to 9:00 p.m. (township hall)
March 10, 2009	Protests from 9:00 a.m. to 3:00 p.m. (township hall)
July 31, 2009	Tax Tribunal deadline for Residential and Agricultural Real Property

Assessing Office - - Allan Berg (continued)

Assessor Berg reviewed the tax tribunal case of Gary Setla. He informed the board that in Krakow Township there are eight appeals requesting to go before the Michigan Tax Tribunal. There is an alternative to settling these cases. The board could appoint a committee to review the unresolved cases to consider a settlement. The proposed settlement would come before the Board of Trustees, who can motion for a settlement prior to the appeal going before the Michigan Tax Tribunal.

The assessing office is requesting the township purchase an Equalizer Property Based.NET system. This software would be a programming language upgrade of dot NET. The program will be released after May 2009. BS&A software is offering a deferred 2-year billing option. The total cost is \$1,755 with an annual service and support fee of \$520.00. The request will be reviewed at the budget workshop.

Posen Area Fire Authority (Richard Biermacher)

No report filed.

Rogers City Ambulance Authority (Richard Biermacher)

Mr. Biermacher was unable to attend meetings held on December 10, 2008. Board Secretary Martha Roznowski mailed minutes of a budget hearing and regular meeting held on December 10 for distribution and filing.

ZBA (Karen Romel)

An organizational meeting is scheduled for Thursday, March 19, 2009 at 7:00 p.m.

Transfer Station Report (Freddie Barrett)

Report for January: Monthly Loss of \$511.12; Yearly Loss at \$1,483.34.

Planning Commission (Roger Witherbee)

Reminder: A public hearing is scheduled for March 12, 2009, at 7:00 p.m. to consider an amendment to the Outdoor Wood Burning Ordinance; to allow, by special approval, air strips/landing fields in R1 and R2; and to review a wind energy ordinance.

The next quarterly meeting of the Planning Commission will also be held on March 12, 2009.

OLD BUSINESS

Zoning Board of Appeals Appointments: Tabled for March meeting.

Cost Out for Inspection of Public Records: Review at budget workshop.

March/April Meeting Dates

March 10	Regular Meeting	7:00 p.m.
March 24	Budget Workshop	1:00 p.m.
March 31	Public Hearing on Proposed Budget for 2009/2010	at 6:30 p.m.
March 31	Rescheduled April meeting to be held following the public hearing on the proposed budget.	

Deputy Treasurer: Treasurer Romel requested a ruling from the Michigan Township Association on having her husband drop off tax deposits saving the township mileage expenses. MTA ruling is that the treasurer can only have one deputy at a time that must be bonded. Since her husband can not be a bonded deputy and is not an employee of the township, he would not be insured to handle money for the township. Karen will comply with the ruling of the MTA and deposits will be made by herself or her deputy.

OLD BUSINESS (Continued)

Grand Lake Sportsmen's Club

Request for funds for cormorant control program to be reviewed at the budget workshop.

NEW BUSINESS

Township Survey

Trustee Witherbee suggested that a township survey be held. Tabled

The PC Advantage

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to retain the services and sign a contract with The PC Advantage to host the township website, from January 1, 2009 to January 1, 2010.

Ayes: All

Motion carried

The monthly fee will increase on March 1, 2009 to \$55.00 per month.

Budget Transfers

Moved by Roger Witherbee, supported by Richard Biermacher, to approve the following line item budget transfer:

Township Board: \$500 to Postage; \$500 from Capital Outlay

Ayes: All

Motion carried.

Moved by Roger Witherbee, supported by Kevin Przybyla, to approve the following line item budget transfer:

Township Board: \$200 to Dues/Registrations
\$200 from Capital Outlay

Ayes: All

Motion carried

Other Business Items

The clerk provided the board with the quarterly financial report for the quarter ended December 31, 2008.

Township Hall Furnace

Emergency services were needed to replace the igniter on the furnace. The toilet had to be replaced. Supervisor Przybyla handled the repairs and replacement problems.

FEBRUARY 10, 2009

PAGE 5

Moved by Kevin Przybyla (Biermacher) to pay the bills and adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk

TOWNSHIP OF KRAKOW

Minutes Approved: March 10, 2009

Guests: Al Zdan, Kay Zdan, Evelyn Budnick, Freddie Barrett, Carolyn Barrett,
Allan Berg, Patricia Blaser, Frank Blaser, Jeanette Grundy, Alvin Grundy,
Mike Grohowski, and Marian & Mike Smith

Social & Human Services Organizations

Adult Abuse Or Neglect.....354-4764

[Adult Abuse or Neglect Directions](#)

Alzheimer's Association.....356-7387

http://www.alz.org/gmc/in_my_community_areas.asp

American Red Cross.....356-0677

<http://www.redcross.org/>

Area Agency On Aging.....356-3474

<http://www.nemcsa.org/>

Big Brothers Big Sisters.....354-3344

<http://www.bigsupnorth.com/content.php?id=1>

Catholic Human Services.....356-6385

<http://www.catholichumanservices.org/>

Child & Family Services Of NE Michigan..... 356-4567

<http://www.cfsnemi.org/>

Community Correction Services.....734-7074

<http://www.nemcog.org/>

Community Tech Recycling.....356-4600

<http://www.communitytechalpena.com/faq.php>

District Health Dept. NO 4.....356-4507

<http://www.dhd4.org/>

Habitat For Humanity.....734-2100

<http://www.habitat.org/cd/local/affiliate.aspx?zip=49707>

Michigan Works.....356-3339

<http://michiganworks.org/>

Michigan Talent Bank

https://www.michworks.org/mtb/user/MTB_EMPL.EntryMainPage

Northeast Michigan Affordable Housing.....356-9090

<http://www.nemah.org/>

Northeast Michigan Community Mental Health...734-7223

<http://www.macmhb.org/index-old.html>

Presque Isle County Of Council On Aging.....766-8191

http://www.manta.com/coms2/dnbcompany_h6rwyw

Salvation Army.....358-2769

http://www.salvationarmyusa.org/usn/www_usn_2.nsf

Shelter Inc.....356-9650

<http://www.shelterincalpena.org/Home.asp>

Sunrise Mission.....356-1277
<http://www.sunrisemission.com/>

United Way.....354-2221
<http://www.liveunited.org/myuw/local.cfm>

Site map:
<http://www.sitemeter.com/?a=s&s=s2734452&r=15>

Codename: s2734452

KRAKOW TOWNSHIP

JANUARY 14, 2009

A rescheduled January meeting of the Board of Trustees of Krakow Township was held on January 14, 2009, at the Krakow Township Hall, 12022 Bolton Road. The meeting was called to order at 6:03 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Members Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee, Karen S. Romel (6:06)

Absent: Member Richard Biermacher

Guests: 5

Minutes of a rescheduled December meeting, held on December 11, 2008, were accepted as prepared by Clerk Misiak.

Citizens' Comments

None

Clerk's Report

Off Road Vehicle Ordinance

Board members received a copy of an *Off Road Vehicle Ordinance* adopted by the Presque Isle County Board of Commissioners. The ordinance took effect on January 8, 2009.

Franchise Information

PIE & G: Notification of liaison board meeting schedule with an update on uniform cost of service based on natural gas rates.

Charter Communications: Report on negotiations with WBKB-TV regarding the agreement that allows Charter to carry their signal in various service areas.

Election Meeting

A required meeting of the Election Coordinating Committee will be held on January 21, 2009, for clerks in the Alpena Public Schools, Alpena Community College and Alpena Montmorency Alcona ESD districts. A renewal agreement will be adopted at the meeting outlining required duties of the board secretary, county clerk, and township clerk.

Treasurer's Report

\$4,924.30

The tax account balance for November was \$4,926.21 for a combined total of \$110,876.43

\$110,878.34. The financial report for December was not available for review. The report will be prepared by the treasurer, verified by the clerk, and forwarded to the board prior to the next meeting. Correction at February 10, 2009, board meeting.

Tax Collection Dates: February 17 and February 28, 9:00 a.m. to 5:00 p.m. Taxes will be collected at the home of the treasurer.

Supervisor's Report

A letter was filed from the Grand Lake Sportsmen's Club outlining plans for the annual cormorant control program on Grand Lake. The club is hoping the township will again donate to the program. Tabled for February meeting.

KRAKOW TOWNSHIP

JANUARY 14, 2009

PAGE 2

Township of Excellence Program

Board received a copy of the Guidelines and Application information. Moved by Kevin C. Przybyla, supported by Karen S. Romel, to start participating in the Township of Excellence program on a 6-month trial basis.

Ayes: All

Motion carried

Zoning Administrator Przybyla

Mr. Przybyla issued one zoning permit in December 2008.

Board of Review

Supervisor Przybyla filed Board of Review affidavits certified on December 11, 2008..

Assessing Office

Supervisor Przybyla will be checking with the county on the following items:

1. Maps – In March 2007, \$100 was paid to the Equalization Department towards a new plotter in exchange for a new set of maps for the zoning administrator. The maps have not been received.
2. Cost analysis on tax tribunal decisions.

Posen Area Fire Authority (Richard Biermacher)

Mr. Biermacher filed a written report on the special meeting held on December 22 and reconvened on December 23, 2008, to open bids on a "pumper" truck. The Fire Authority accepted the bid of R & R at a cost of \$246,195.00, with the stipulation that the contract be signed on or before December 31, 2008. The cost of the truck will be covered in total by a FEMA grant.

Mr. Witherbee filed a written report on the meeting of the Posen Fire Authority held on January 7, 2009. A preliminary budget was handed out with the statement that it would need to be adjusted prior to acceptance. The Articles of Incorporation will need to be amended from a yearly audit to a biennial audit. The firemen presented their request for safety items and supplies. Their organizational meeting will be held in February.

Rogers City Ambulance Authority

No report.

Transfer Station Report (Freddie Barrett)

Report for December: Monthly Loss of \$1,065.40; Yearly Loss adjusted to \$972.22.

Planning Commission

Board received a draft copy of minutes of the December quarterly meeting. A public hearing is scheduled for March 12, 2009, at 7:00 p.m. to consider an amendment to the Outdoor Wood Burning Ordinance; to allow, by special approval, air strips/landing fields to R1 and R2 zoning; and to review a wind energy ordinance.

The commission noted that the Krakow Township Board approved a five-member planning commission board at a regular meeting held on December 11, 2008 (previously a 7-member board).

The next quarterly meeting/public hearing will be held on March 12, 2009.

OLD BUSINESS

Zoning Board of Appeals

Moved by Elaine M. Misiak, supported by Kevin C. Przybyla, to reappoint Karen S. Romel to the zoning board of appeals for a term ending February 1, 2012.

Ayes: All

Motion carried

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to reappoint David Sedlow to the zoning board of appeals for a term ending February 1, 2012.

Ayes: All

Motion carried

Mr. Biermacher presented a written recommendation that Julie Dulac be considered to fill a vacancy on the Zoning Board of Appeals. One three-year position, to 2-1-2011, and the position of alternate will be filled at an upcoming meeting.

Policy and Procedure for Public Inspection/Copying of Public Records

Board reviewed the proposed policy for public inspection and copying of public records, required by the State Tax Commission and presented by our assessor. Moved by Kevin C. Przybyla, supported by Elaine M. Misiak, to adopt a Policy and Procedure for the Public Inspection and Copying of Public Records, as recommended.

Ayes: All

Motion carried

The requesting party shall be billed for the copies and preparation time, if applicable. The board will prepare a cost out schedule at an upcoming meeting.

NEW BUSINESS

Budget Transfers

Moved by Roger Witherbee, supported by Elaine M. Misiak, to make the following line item changes to the current budget:

Township Board: \$200 to Miscellaneous; \$200 from Printing/Publishing

Trustee: \$186 to Ambulance Representative

\$186 from Treasurer Ambulance Representative

Ayes: All

Motion carried

Board of Review Training Program

Moved by Roger Witherbee, supported by Karen S. Romel, to send up to four persons to the Board of Review training to be held in Alpena on February 19 at the cost of \$70 per person plus mileage.

Ayes: All

Motion carried

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to approve the purchase of an external hard drive for the treasurer and clerk at an approximate cost of \$200.00.

Ayes: All

Motion carried

KRAKOW TOWNSHIP
JANUARY 14, 2009
PAGE 4

Board will set meeting dates for March and reschedule the April meeting at the February meeting.

Moved by Roger Witherbee (Romel) to pay the bills and adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 8:01 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: As Corrected on February 10, 2009

Guests: Al Zdan, Kay Zdan, Evelyn Budnick, Freddie & Carolyn Barrett

KRAKOW TOWNSHIP

JULY 14, 2009

FINAL DRAFT

The regular July meeting of the Board of Trustees of Krakow Township was held on July 14, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: 24

Citizens' Comments

7:01 p.m. to 7:15 p.m.

Topics: Amount of Grant Application, Current Economic Situation and Cutbacks, Availability of USDA Grant Money, Presque Isle County Public Hearing on County Buildings, Agenda on Web Site, Advisory Committee, Treasurer's Report, Survey Form, and Township of Excellence Project

Agenda

Moved by Richard Biermacher, supported by Karen S. Romel, to approve the agenda for July 14, 2009, as amended.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for June 30, 2009, was presented by Treasurer Romel. Receipts (#3620 to #3627 plus #3630) totaled \$13,822.89; expenditures (vouchers #1543 to #1563) totaled \$8,870.01 for a monthly gain of \$4,952.88. General fund account balance on June 30, 2009, was \$154,618.27.

Treasurer Romel reported that a problem had occurred when the summer tax bills were printed by Presque Isle County Equalization Department. The escrow information and address changes were deleted. She is trying to find all of the errors and is reprinting and mailing corrected tax bills as she finds them. She advised that if anyone had not received their tax bills yet or received an incorrect one to contact her.

Clerk's Report

Board received monthly report of expenses, revenues, and budget balance from Clerk Misiak.

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to approve payment of bills and payroll for July, 2009.

Ayes: All

Motion carried

Board approved the minutes of June 9, 2009, as presented.

Charter Communications

Charter provided an update on its restructuring proceedings/Chapter 11. They assure the township that their operations are strong and to expect no changes in services they provide.

Supervisor's Report

Tax Tribunal Review Committee Report

Final Opinion and Judgment has been made in the William J. Brozik, 111 hearing. The Michigan Tax Tribunal adjusted the true cash value, state equalized value, and taxable value to an amount in between the assessed amount and the petitioner's request.

Scott Plowman has decided not to negotiate with the Township Review Committee and will take his case to the Michigan Tax Tribunal.

Board of Review

Summer Board of Review will be held on Tuesday, July 21, 2009, at 6:00 p.m.

Township of Excellence

A special meeting to work on the Township of Excellence project will be held on Wednesday, July 29, 2009, at 9:00 a.m.

Construction of Hall Grant Application (Supervisor Przybyla and Trustee Biermacher)

Supervisor Przybyla filed a letter from SEMCOG, the agency designated by the State of Michigan to act as the "point of contact" for review of federal and federally assisted projects. The review process will take from 40 to 60 days.

Zoning Administrator Przybyla

Mr. Przybyla presented his zoning permits report from January 10, 2009, to July 12, 2009 (6 permits issued).

Posen Area Fire Authority (Richard Biermacher)

A subcommittee of two fire chiefs and Mr. Biermacher was formed to review policies and procedures to establish priorities and to make sure none are in violation of any state or federal guidelines. A new pumper truck is scheduled to be delivered in December, 2009.

Transfer Station Report (Freddie Barrett)

Report for June: Monthly Loss of \$422.77; Yearly Loss of \$989.33.

Planning Commission (Roger Witherbee)

The Planning Commission will provide the board with a copy of their approved minutes when available. Discussion was held on updating the Master Plan. The next quarterly meeting will be held in September.

OLD BUSINESS

Account/Payroll Workshop

Clerk Misiak and Treasurer Romel attended the workshop. Topics that will be reviewed by the township are entering into a 218 agreement and Michigan income tax withholding guidelines.

Open Positions

Candidates are needed to fill open positions on the Zoning Board of Appeals and Board of Review. An application form is available on the web site.

KRAKOW TOWNSHIP

JULY 14, 2009

PAGE 3

NEW BUSINESS

Survey Form (Mr. Witherbee/Planning Commission)

Mr. Witherbee reported that, to date, 100 forms have been returned. The results will be part of the Master Plan and made available to the public in the next newsletter and on the web site.

Presque Isle County Road Commission

Supervisor Przybyla requested information from the road commission for a 5-year plan in regard to local asphalt roads that could be preserved with a ¾" or 1 ½" overlay and the projected costs for each project. Black Bass Bay Road, Grand Pointe Road, Hill Street, Karol Street, Lakeside Drive, Shubert Road, Beegen Road, Kuffel Road, Clinton Lake Highway, and Outer Drive were listed. The township is responsible for 75% of the project cost. The estimated cost per mile ranges from \$36,000 to \$75,000. Supervisor Przybyla reported that the road commission is recommending Beegen Road and Outer Drive be the priority projects. Projects and costs will be reviewed at the August board meeting.

Revenue Sharing Information (Supervisor Przybyla)

Current information on revenue sharing shows a decrease in projected payments of \$2,121.00.

Adjourn

Moved by Roger K. Witherbee (Biermacher) to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 8:12 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: July 29, 2009

FINAL COPY FOR KRAKOW TOWNSHIP





FINAL COPY FOR KRAKOW TOWNSHIP

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FINAL COPY FOR KRAKOW TOWNSHIP

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES
12022 BOLTON ROAD, POSEN MICHIGAN

DATE: JULY 14, 2009
PLEDGE OF ALLEGIANCE

7:00 P.M.

1. Call to Order - - Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher
Guests:
2. Public Comments
3. Approve Agenda
4. Treasurer's Report for June
5. Clerk's Report
 - A. Current Report on Income, Expenses & Budget Balances
 - B. Board Approval of Vouchers & Payroll for July
 - C. Board Approval of Minutes: June 9, 2009
 - D.
6. Correspondence - Clerk Misiak
 - A. Franchise Agreement: Charter Communications/Restructuring
 - B.
7. Reports and/or Comments
 - A. Supervisor's Report
 - 1) Correspondence
 - 2) Township of Excellence Program
 - a. Citizens' Advisory Committee
 - b. Reschedule Workshop
 - c.
 - 3) Update: Preliminary Grant Application
 - 4) Other Items of Business
 - B. Other Committee Reports
 - Zoning Administrator Przybyla
 - Tax Tribunal Review Committee
 - Assessing Office
 - Board of Review
 - Tuesday, July 21, 2009, at 6:00 p.m.
 - Posen Area Fire Authority (Richard Biermacher)
 - Rogers City Ambulance Authority (Richard Biermacher)
 - ZBA (Karen Romel)
 - Transfer Station (Freddie Barrett)
 - June Report: Monthly Loss of \$42.77; Yearly Loss of \$989.33
 - Planning Commission (Roger Witherbee)
 - Draft Minutes of June 11, 2009
8. Old Business
 - A. Report on Accounting/Payroll Workshop
 - B. Report on Township Officers Quarterly Meeting
 - C. ZBA Open Position(s)
 - D. Board of Review Open Position
 - E.
9. New Business
 - A. Survey Form
 - B. Presque Isle County Road Commission/Proposed Projects
 - C.
10. Any Other New Business
 - A.
 - B.
11. Authorization to Adjourn

Next Regular Meeting: August 11, 2009

KRAKOW TOWNSHIP
12022 BOLTON ROAD, POSEN, MICHIGAN

SPECIAL MEETING AGENDA

WEDNESDAY, JULY 29, 2009

9:00 A.M.

Pledge of Allegiance

1. Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee, Richard Biermacher
Guests:

2. Citizens' Comments
3. Minutes of July 14, 2009
4. Township of Excellence Project
5. Any Other Business*
6. Adjourn

*If any member is not in attendance, no business may be added.

Next Regular Meeting, Tuesday, August 11, 2009, 7:00 p.m.

KRAKOW TOWNSHIP

JUNE 9, 2009

The regular June meeting of the Board of Trustees of Krakow Township was held on June 9, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: 23

Citizens' Comments

7:02 p.m. to 7:04 p.m.

Topics: Agenda and Additional Public Comments

Agenda

Moved by Roger K. Witherbee, supported by Richard Biermacher, to approve the agenda for June 9, 2009, as presented.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for May 31, 2009, was presented by Treasurer Romel. Receipts (#3615 to #3619) totaled \$7,031.00; expenditures (vouchers #1525 to #1542) totaled \$9,858.31 for a monthly loss of \$2,827.31. General fund account balance on May 31, 2009, was \$149,665.39.

Clerk's Report

Board received monthly report of expenses, revenues, and budget balance from Clerk Misiak.

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to approve payment of bills and payroll for June, 2009.

Ayes: All

Motion carried

Moved by Richard Biermacher, supported by Roger K. Witherbee, to approve the minutes of a special meeting held on May 27, 2009, as presented.

Ayes: All

Motion carried

DEQ – Presque Isle County Road Commission

A permit has been issued to the Presque Isle County Road Commission to remove trees and stumps, grade surface, and place approximately ten cubic yards of fill for a beach area at the road-side park on East 638 Highway.

Supervisor's Report

Correspondence

Mr. Gary Hagen, President of the Grand Lake Sportsmen's Club, is requesting payment of the \$200.00 allocated to the organization for the 2009 cormorant program. He enclosed a copy of their billing for ammunition in the amount of \$208.00. The Long Lake Improvement Association is requesting funds for their cormorant project. Moved by Kevin C. Przybyla, supported by Richard Biermacher, to pay the Grand Lake Sportsmen's Club \$200.00 and the Long Lake Improvement Association \$400.00 for their cormorant programs, as allocated in the 2009/2010 budget.

Ayes: All

Motion carried

Township of Excellence

MTA Spring Regional Meeting

Supervisor Przybyla, Treasurer Romel, and Trustee Biermacher rated the annual spring meeting held in Alpena on June 4, 2009, as excellent.

Workshop/May 27, 2009

Reviewed:

- Accessibility and communication
- Advance agenda
- Township strengths, weaknesses, opportunities, threats, a multi-year plan, objectives and strategies
- Policymaking statement.

Agendas

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to approve posting of agendas on the web site.

Ayes: All

Motion carried

Job Descriptions for Township Officials

Job descriptions for the supervisor, clerk, treasurer, and trustee positions were reviewed and approved for posting on the web site.

Citizens' Advisory Committee

On May 12, 2008, the board approved the formation of a citizens' advisory committee. Final Recommendations: One-year term per project, follow opening meetings act, be a 5-member committee appointed by the Board of Trustees based on specific project needs. Advisory committee vacancies and specific project will be listed on the web site. An application form is available on the web site.

Public Meeting Rules

Any person may speak for up to 3 minutes during the public comment period. Groups of 10 or more have the option of selecting a spokesperson, who may speak for up to 20 minutes. Any person may make a video or audio recording of the meeting. Standing equipment or cords must be located in the front on the right side of the hall. Persons who wish to address the board should stand and state their name.

JUNE 9, 2009

PAGE 3

Consensus of the Board of Trustees not to adopt the *consent agenda* format.

Agenda Recommendations:

- List guests by number only
- Moved the report of income, expenses, and budget balance to the beginning of the meeting.
- Move the approval of vouchers and payroll to the beginning of the meeting.

Special Meeting

A special meeting will be held on Wednesday, June 24, 2009, at 9:00 a.m. to work on the Township of Excellence project and the township newsletter.

Grant Application (Supervisor Przybyla and Trustee Biermacher)

Supervisor Przybyla presented an application and budget information for a federal assistance project requesting grant funding to remodel, purchase (relocate), or construct a new township hall, filed on May 19, 2009, in the amount of \$300,000.

Revenue Sharing Information

Michigan Township Association is anticipating revenue sharing will decrease by 5% next year. MTA is anticipating the rate of inflation to be -1% to 1%, negatively effecting township administration fees and taxable values.

Zoning Administrator Przybyla

Mr. Przybyla has issued one (1) zoning permit.

Tax Tribunal Review Committee

Board reviewed committee procedure information forwarded from the assessor's office. Discussion held on the Scott Plowman case. Tax tribunal review committee will forward their recommendation on the Plowman case to Assessor Berg.

Posen Area Fire Authority (Richard Biermacher)

At the June meeting, Terry Buczkowski updated the authority on the delivery dates for fire trucks. Mr. Biermacher has received a book from the National Fire Protection Association on volunteer fire operations which he will forward to the firemen.

Transfer Station Report (Freddie Barrett)

Report for May: Monthly Loss of \$701.94; Yearly Loss of \$566.56.

Liquor Inspector (Freddie Barrett)

Mr. Barrett filed his inspection reports for June, 2009.

Planning Commission (Roger Witherbee)

The next quarterly meeting of the Planning Commission will be held on June 11, 2009, at 7:00 p.m.

OLD BUSINESS

Open Positions

The board is seeking candidates to fill open positions on the Zoning Board of Appeals and Board of Review. An application form is available on the web site.

KRAKOW TOWNSHIP

JUNE 9, 2009

Public Land Auction

Moved by Richard Biermacher, supported by Kevin C. Przybyla, to authorize the township treasurer to notify the Presque Isle County Treasurer that the township is not interested in purchasing a parcel in Grand Pines Subdivision foreclosed on March 31, 2009.

Ayes: All

Motion carried

NEW BUSINESS

Summer Newsletter/Survey Form

Moved by Richard Biermacher, supported by Roger K. Witherbee, to include a survey form and a self-addressed stamped envelope (Roger K. Witherbee) with the summer newsletter.

Ayes: All

Motion carried

Summer Newsletter – Karen reviewed her outline and requested the board forward any articles to her before the meeting on June 24th.

Presque Isle County Road Commission

A copy of their annual report was available for review.

Presque Isle Township Officers Quarterly Meeting

The annual picnic, at 6:00 p.m., followed by the quarterly meeting will be held on Tuesday, July 7, 2009, hosted by Presque Isle Township at the new Presque Isle Lighthouse.

Wind Turbine and Anemometer Tower Installations

Board received a copy of the revision to the Krakow Township Zoning Ordinance passed on May 12, 2009.

Census 2010 – Board reviewed the financial benefits tied to an accurate census count.

Adjourn

Moved by Roger K. Witherbee (Biermacher) to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 9:04 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: July 14, 2009

KRAKOW TOWNSHIP

MARCH 10, 2009

The regular monthly meeting of the Board of Trustees of Krakow Township was held on March 10, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Members Kevin C. Przybyla, Elaine M. Misiak, Richard Biermacher
Absent: Members Karen S. Romel & Roger K. Witherbee
Also Present: Deputy Treasurer Evelyn Budnick
Deputy Budnick was invited to join the board of trustees. The deputy treasurer can partake of all board activities except voting.

Guests: 27

Minutes of a regular meeting of the Board of Trustees held on February 10, 2009, were accepted as presented by Clerk Misiak.

^Citizens' Comments

Amended on March 24, 2009 to read, "Topics were the question of presenting a grant application/pursuing funding for a township hall and a request that agendas and notice of public meetings be posted on the township web site."^

Citizens' Comments

A poll of the guests revealed that they were present to question events related to a new township hall, more specifically, to visits made to a site on US 23 for the purpose of relocation. Supervisor Przybyla responded by stating that he is working on a township budget for 2009/2010 and did contact Rural Development seeking funding information specific to a township hall. Their response to him was that funding is available. Clerk Misiak stated that at no public meeting had any mention been made of a new township hall or a grant application. Supervisor Przybyla stated no fees were tied to his inquiry and no application had been filed. He did request mileage for one trip to visit the site at US 23.

Questions raised by the guests included: Why move to US 23? Why not be more open with the public about board plans? Why not form a committee to review? Why not remodel our present hall? Why, with two miles of gravel from the Grand Lake side and two miles from the Long Lake side, relocate to leave four miles of gravel from the Long Lake side? With a current balance of approximately \$160 thousand, why consider spending any money at all? Shouldn't we, the taxpayers, have a voice in any decision on our township hall? Shouldn't this be a question brought to the voters as a ballot proposal?

Supervisor Przybyla noted that the question of *presenting a grant application/pursuing funding for a township hall* would be an agenda item tonight. He assured the guests of the following:

- 1) — No local monies would be used to supplement any approved project.
- 2) — Rural Development monies would not be tied to any loan/interest payments.
- 3) — A public hearing would be held prior to any board decision on our township hall.

The guests did request that agendas and notice of public meetings be posted on the township web site. The clerk will comply.

Treasurer's Report

In the absence of the treasurer, the clerk reported a closing balance, on February 28, 2009, of \$160,322.05.

KRAKOW TOWNSHIP

MARCH 10, 2009

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Clerk's Report

Election Meetings

- 1) Presque Isle County, March 17, 2009, to review the process of recounts and ballot security. The only expense is mileage.
- 2) Alpena County, April 29, 2009, to review voter registration and Qualified Voter File training. The only expense is mileage.

Franchise Information

PIE & G: Due to the absence of our township representative at the last meeting, PIE & G provided information on the Liaison Board meeting held in February. PIE & G provided notification of proposed natural gas rates effective April 2009.

Charter Communications: Filed information on their request for voluntary Chapter 11 filing (financial restructure plan). Trustee Biermacher stated that Charter Cable should provide services to all their customers, not just those they find more profitable. Charter should provide high speed internet service to the same customers they provide cable TV service to. He recommended they be contacted by the township for a reply to these requests.

Michigan Consolidated Gas: Provided notification of a hearing on regulatory reviews, revisions, determinations and/or approvals necessary to comply with PA 295 of 2008, to be held on March 13, 2009, in Lansing.

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Supervisor's Report

Board of Review

Thirteen inquiries were handled at the board of review held on March 10 and March 11, 2009. A closing meeting to handle written requests and any other business to come before the board, with the township assessor present, will be held on March 23 at 11:00 a.m.

Poverty Guidelines

Supervisor Przybyla has received guidelines and asset test information from Alpena Township. He is recommending that the township review present policy prior to the next board of review.

Michigan Tax Tribunal

Board again reviewed the alternative to settling appeals by having a committee to establish a mutual agreement, bringing this mutual agreement before the township board for approval, and, if approved by the board, requesting the tax tribunal dismiss the case by accepting the board's decision. The question of pursuing this procedure was tabled.

County Equalization provided requested information on the case of David Setla. Mr. Setla recently won his case and received a settlement of approximately \$4,100 plus interest.

Township of Excellence

A strategic planning meeting of the board will be held on Friday, April 10, 2009, from 10:00 a.m. to 3:00 p.m. to develop a Code of Ethics and address essential board policies.

KRAKOW TOWNSHIP

MARCH 10, 2009

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County Equalization Department

Supervisor Przybyla reported issues with the county equalization department regarding unsigned warrants, late notice postings on board of review dates, a new set of maps requested in March of 2007, and outdated address files for tax statements. Mike Grohowski, County Commissioner, informed Kevin that he has reviewed these issues with the equalization department and a statement (e-mail) will be forwarded in response to his questions. He suggested Kevin visit the department to review his concerns with equalization personnel.

Township Travel Expenses

Short discussion was held on requests for travel expenses by the supervisor. Consensus of the board was to allow the supervisor to make local trips necessary for township business. Supervisor Przybyla made two trips to the Alpena Township Office to get information on their asset test and obtain preliminary information on a bike path.

Grant Application/Township Hall

Moved by Richard Biermacher, supported by Elaine Misiak, to allow Kevin to process the paper work to see how much money we can get for remodeling, building, or purchasing a township hall.

Ayes: All

Motion carried.

The application will be filed with Ann Young, Area Specialist, Rural Development.

Posen Area Fire Authority (Richard Biermacher)

Minutes of January 7 and February 4, 2009, were filed. Mr. Biermacher presented notes on the March 4, 2009, meeting. An opinion on whether to have an annual or every other year audit, and, if necessary, changing the Articles of Incorporation is under review. The Authority will be notified that the consensus of the Krakow Township Board is to have an annual audit. Updates were presented on the Rural Development grant/loan and FEMA grants. The Fire Authority is requesting a \$75,000 payment from Rural Development needed to purchase a chassis. Terry Buczkowski was given permission by the Authority to buy any suitable *demo* truck that comes up for sale. Also discussed was the need to establish a new procedure for recording fire runs.

Rogers City Ambulance Authority (Richard Biermacher)

Mr. Biermacher reported on a meeting held on February 11, 2009. The annual report was presented at the meeting. The report included information on wages and benefits. It was noted that Allied E.M.S. wages and benefits were second highest. Response: (Incentive) There are only two schools for training paramedics and after graduation students are not interested in working in a rural community.

ZBA

An organizational meeting is scheduled for Thursday, March 19, 2009, at 7:00 p.m.

Transfer Station Report (Freddie Barrett)

Report for February: Monthly Loss of \$446.27; Yearly Loss at \$1,941.61. A new compactor unit was installed which was larger than the old one causing a bar to bend. This is not a problem, but Freddie wanted to make the board aware of the damage. He will report it to Republic, but it is not cause for concern and will not hamper operations.

Liquor Inspector

Mr. Barrett filed his quarterly reports for March, 2009.

KRAKOW TOWNSHIP

MARCH 10, 2009

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Planning Commission

Reminder: A public hearing is scheduled for March 12, 2009, at 7:00 p.m. to consider an amendment to the Outdoor Wood Burning Ordinance; to allow, by special approval, air strips/landing fields in R1 and R2; and to review a wind energy ordinance.

The next quarterly meeting of the Planning Commission will also be held on March 12, 2009.

Presque Isle County Road Commission

A public hearing will be held on Monday, March 16, 2009, to receive public comment on the expenditure of federal transportation funds available through the Federal stimulus package. Supervisor Przybyla will plan on attending.

OLD BUSINESS

Zoning Board of Appeals

A letter of application for a position on the ZBA was received from Julia DuLac. Moved by Richard Biermacher, supported by Elaine Misiak, to appoint Julia DuLac to the Zoning Board of Appeals for a term ending February 1, 2011.

Ayes: All

Motion carried.

NEW BUSINESS

Board Salary Resolution

Tabled for budget workshop.

Line Item Budget Transfers

Moved by Kevin Przybyla, supported by Richard Biermacher, to make the following line item changes in the 2008/09 budget:

Township Board Supplies	\$200.00	Printing & Publishing	-\$200.00
Township Board Web Site	\$ 50.00	Printing & Publishing	-\$ 50.00
Township Hall/Snow Removal			
	\$150.00	Capital Improvements	-\$150.00
Township Hall/Propane	\$200.00	Capital Improvements	-\$200.00
Transfer Station/Snow Removal			
	\$200.00	Capital Outlay	-\$200.00

Ayes: All

Motion carried.

Presque Isle Township Officers Association

Quarterly meeting of the Association will be held on Tuesday, April 7, 2009, at the Posen Community Center.

Settlement Meeting Information

All bills for 2008/09 must reach the clerk's office by Friday, March 20th.

March/April Meeting Dates

March 24	Budget Workshop at 1:00 p.m.
March 31	Public Hearing on Proposed Budget for 2009/2010 at 6:30 p.m.
March 31	Rescheduled April meeting to be held following the public hearing on the proposed budget.

KRAKOW TOWNSHIP

MARCH 10, 2009

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Moved by Elaine Misiak (Przybyla) to pay the bills and adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 10:17 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: As Amended March 24, 2009

Guests: Marvin Budnick, Agatha Jakubiak, Harry Jakubiak, Eva B. Pichan,
Cary Pichan, Marvyn Pichan, Dennis Schellie, Mike Smith,
Mike Grohowski, Helen Rygwelski, Freddie Barrett, Carolyn Barrett,
Al Zdan, Kay Zdan, Frank Blaser, Pat Blaser, Mike Smigelski,
Linda Kamysiak, LeRoy Flanner, Vicky Flanner, Sonja Kuffel,
Kim Wisniewski, Beth Rice, Mike Rice, Toni Beach, Gerald Koss,
Arthur Chojnacki

KRAKOW TOWNSHIP

MAY 12, 2009

The regular May meeting of the Board of Trustees of Krakow Township was held on May 12, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: 15

Citizens' Comments

7:01 p.m. to 7:08 p.m.

Topics: Approval of Seating Arrangement, Review Outdoor Furnace Situation, and Request for Copy of Krakow Township Zoning Ordinance

Minutes of budget hearing meeting, held on April 23, 2009, were approved as prepared by Clerk Misiak.

Treasurer's Report

Financial statement for April 30, 2009, was presented by Treasurer Romel. Receipts (#3605 to #3614) totaled \$2,451.96; expenditures (vouchers #1501 to #1524) totaled \$5,373.22 for a monthly loss of \$2,921.26. General fund account balance on April 30, 2009, was \$152,492.70.

2009 Public Land Auction

One parcel is available: 061-090-000-055-00, Grand Pines Sub #1, Lot 55, value is \$2,300, starting bid is \$700. Deadline to respond is July 17, 2009. The township has "first right of refusal" before parcel is auctioned at the public land auction held by the County Treasurer. Board action tabled to June 9, 2009, meeting.

Clerk's Report

Franchise Information

PIE & G – Public Hearing, June 10, 2009, before Michigan Public Service Commission to set dates of future hearings to reconcile its 2008 power supply costs and revenues.

Michigan Consolidated Gas – Public Hearing, May 21, 2009, before the Michigan Public Service Commission to determine future hearing dates for seeking its uncollectible expenses for 2008.

Charter Communications – Charter will continue to provide services to their customers as usual during the financial restructuring process (Chapter 11).

Local Township Association Meeting

The meeting was held in Posen on April 7. Guest speaker was House Republican Leader Kevin Elsenheimer. He focused on the state budget shortfall, revenue sharing, and Wolverine Power. The next meeting will be held in Presque Isle Township on July 7.

DEQ – Presque Isle County Road Commission

The Presque Isle County Road Commission has applied for a permit to remove trees and brush, grind stumps to surface, place top soil, and plant grass impacting 0.15 acres of wetland at the road side park on East 638 Highway.

Supervisor's Report

Board of Review Petitions

Township assessing office has forwarded copies of the March 2009 Board of Review petitions to the supervisor and clerk.

Michigan Tax Tribunal – Consent Judgment

The Michigan Tax Tribunal has ruled in favor of Marian Smith.

Township of Excellence

Mission Statement

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to accept the Board Mission Statement for Krakow Township as presented.

Ayes: All

Motion carried

The mission of Krakow Township Board members is to work collectively and cooperatively **with** and in recognition **of** all elected Township officials. We shall do so with an ethical and progressive view in mind to achieving objectives while maintaining residents' benefits first and foremost in mind. We further purpose to remain responsive to residential concerns while providing a safe and enjoyable environment for living, raising families, and conducting business in Krakow Township.

Job Descriptions for Township Officials

Job descriptions were presented for the Clerk, Treasurer and Trustee positions. Job descriptions for all township officials will be reviewed in final draft at the June 9, 2009, meeting.

Ethics Policy

Moved by Richard Biermacher, supported by Roger K. Witherbee, to adopt an ethics policy for Krakow Township.

Ayes: All

Motion carried

Job Application

Moved by Roger K. Witherbee, supported by Richard Biermacher, to approve a job application form for our township web site.

Ayes: All

Motion carried

A listing of positions to be filled will be posted on our web site bulletin board.

Citizens' Advisory Committee

Public Comments Open.

Recommendations: Members have no affiliation with township officials or committees, committee should have voters and non-voters, responsibilities should be set, consider an on line forum, add to survey form, and consider an applicant's expertise.

Ethics Policy Administrator: Duty is listed in the supervisor's job description.

Public Comments Closed.

Moved by Kevin C. Przybyla, supported by Karen S. Romel, to form a citizens' advisory committee.

Ayes: All
Motion carried

Specifics on guidelines/responsibilities/selection of members/number of members/length of service will be addressed at the June 9, 2009, meeting.

Preliminary Grant Application

Preliminary application has not been filed. Supervisor Przybyla and Trustee Biermacher will pursue filing for a grant to remodel, purchase, or build a township hall.

Tax Appeals

The tax tribunal review committee, Supervisor Przybyla and Board of Review member Richard Bannasch, would like to move forward and review all pending cases.

Eric & Linda Stewart Appeal

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to accept the recommendation of the tax tribunal review committee in regard to the Eric & Linda Stewart appeal, and authorize the township assessor to negotiate with the Stewarts for an assessment not to be below \$275,000.00.

Ayes: All
Motion carried

Revenue Sharing

An executive Order by the Governor has cut statutory revenue sharing payments to Krakow Township by \$2,095.00.

Zoning Administrator Przybyla

Mr. Przybyla has issued two (2) zoning permits.

Mr. Przybyla reviewed an opinion provided by township attorney Tim Gulden in regard to the installation of an outdoor wood burner inside a building. It is the attorney's opinion that an outdoor wood burner cannot legally be placed inside a building.

Assessing Office

Moved by Karen S. Romel, supported by Richard Biermacher, to commit to purchase an Equalizer Property Based .NET system from BS&A for \$1,755.00, and fund the annual support fee.

Ayes: All
Motion carried

Posen Area Fire Authority (Roger K. Witherbee)

Minutes of April 1, 2009, filed.

- 1) FEMA Equipment Grant: \$72,553
- 2) FEMA Grant Request: \$47,633, Posen's Share \$2,507; Total grant is \$50,140
Personal Protective Equipment
- 3) FEMA Grant Request: \$130,150, Posen's Share \$6,850; Total grant is \$137,000
Rescue Vehicle

Moved by Richard Biermacher, supported by Roger K. Witherbee, to purchase the book Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments at a cost not to exceed \$75.00.

Ayes: All
Motion carried

Transfer Station Report (Freddie Barrett)

Report for April: Monthly Profit is \$135.38

Republic has repaired the damage that occurred when the old compactor was being replaced.

Planning Commission (Roger Witherbee)

Minutes of March 12, 2009, meeting were filed. The commission is recommending the adoption of an Ordinance setting standards for wind turbine and anemometer tower installations. Moved by Karen S. Romel, supported by Roger K. Witherbee, to amend the Krakow Township Zoning Ordinance, Article X111 SITE PLAN AND DEVELOPMENT STANDARDS, to include Item 32: Wind Turbine and Anemometer Tower Installations.

Motion passed by the following roll call vote:

Ayes: Kevin C. Przybyla, Karen S. Romel, Roger K. Witherbee, Richard Biermacher, Elaine M. Misiak

Nays: None

The next quarterly meeting of the Planning Commission will be held on June 11, 2009, at 7:00 p.m.

OLD BUSINESS

Charter Communications

Supervisor Przybyla and Trustee Biermacher met with a representative of Charter Communications to discuss providing full service to Krakow Township residents. Charter is currently in Chapter 11 bankruptcy and without funds to finance. Discussed was the possibility of obtaining a cooperative grant with Presque Isle Township.

NEW BUSINESS

Staples Credit Card Application

Moved by Karen S. Romel, supported by Kevin C. Przybyla, to obtain a credit card from Staples allowing us to charge supplies for the township and pay on a monthly basis.

Ayes: All

Motion carried

Summer Newsletter/Survey Form

The newsletter and survey form will be mailed with the summer tax bills.

Resignation

Moved by Roger K. Witherbee, supported by Kevin C. Przybyla, to accept the resignation of Lorraine Orban from the Board of Review, effective May 15, 2009.

Ayes: All

Motion carried

Lorraine Orban also resigned from her position as deputy clerk, effective May 15, 2009. Clerk Misiak has appointed Delphine Bisson to fill the position of deputy clerk starting May 16, 2009.

Accounting & Payroll Workshop

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to approve attendance of

Clerk Misiak and Treasurer Romel at an accounting and payroll workshop, sponsored by the Michigan Township Association in Gaylord on June 18, at the cost of \$89 per person plus mileage.

Ayes: All
Motion carried

KRAKOW TOWNSHIP
MAY 12, 2009
PAGE 5

Special Meeting

Moved by Kevin C. Przybyla, supported by Elaine M. Misiak, to hold a special meeting to review strategic planning and pending tax tribunal cases on Wednesday, May 27, 2009, at 2:00 p.m.

Ayes: All
Motion carried

Board received monthly report of expenses, revenues, and budget balance from Clerk Misiak.

Moved by Kevin C. Przybyla (Wetherbee) to pay the bills and adjourn the meeting.

Ayes: All
Motion carried.

Meeting adjourned at 9:25 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: May 27, 2009

Guests: Pat Blaser, Carl Clarke, Mike Smith, Carolyn Barrett, Fred Barrett,
Sally Mulka, Matt Graham, Evelyn Budnick, Helen Rygwelski, Cary Pichan,
Terry Wills, Bob Hoffmeyer, Dennis & Nancy Schellie, and Allan Berg

KRAKOW TOWNSHIP
12022 BOLTON ROAD, POSEN, MICHIGAN

SPECIAL MEETING AGENDA

WEDNESDAY, NOVEMBER 4, 2009

9:00 A.M.

Pledge of Allegiance

1. Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee, Richard Biermacher
Guests:

2. Citizens' Comments
3. Minutes of October 13, 2009
4. Township of Excellence Project
5. Any Other Business*
6. Adjourn

*If any member is not in attendance, no business may be added.

Next Regular Meeting, Tuesday, November 10, 2009, 7:00 p.m.

KRAKOW TOWNSHIP

OCTOBER 13, 2009

The regular October meeting of the Board of Trustees of Krakow Township was held on October 13, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 7:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests: Eleven

Citizens' Comments

7:01 p.m. to 7:03 p.m.

Topics: Suggested Use of Township Property on Outer Drive, Advisory Committee for Township Property (Application on Web Site)

Agenda

Moved by Roger K. Witherbee, supported by Kevin C. Przybyla, to approve the agenda for October 13, 2009, with the addition of *Road Commission Report* to supervisor's topics.

Ayes: All

Motion carried

Treasurer's Report

Financial statement for September 30, 2009, was presented by Treasurer Romel. Receipts (#3659 to #3669) totaled \$11,492.20; expenditures (vouchers #1607 to #1624) totaled \$9,397.76 for a monthly gain of \$2,094.44. General fund account balance on September 30, 2009, was \$160,840.25. (The financial statement is subject to audit.)

It was noted that reimbursement was received from Lappan Insurance Agency on the insurance claim filed for the clerk's computer damaged by lightning.

Clerk's Report

Board received a report of expenses, revenues, and budget balance prepared by Clerk Misiak for the month ending September 30, 2009. No adjustments required.

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to approve the bills and payroll for October, as presented by Clerk Misiak.

Ayes: All

Motion carried

Board accepted minutes of a special meeting, held on September 28, 2009, as presented by Clerk Misiak.

Election

A Consolidated General Election will be held on Tuesday, November 3, 2009. The purpose of the election is to elect board members for Alpena Public Schools, Alpena Community College, and Posen Consolidated School. Alpena Public Schools will have a proposal which will allow the district to continue to levy the rate of 18 mills for 7 (seven) years. The Election Commission meeting was held today at 6:45 p.m. to appoint inspectors.

Audit for Year Ended March 31, 2009

The board received a copy of the F-65 report compiled by Johnson & Schulze. The F-65 annual report is required by the Michigan Department of Treasury. The township's financial statements and supplemental information will be forwarded to the board by the clerk.

Michigan Department of Environmental Quality

A permit has been issued to Ed Gray, 14553 E 638 Highway, to discharge rock riprap along the shoreline of Grand Lake for the purpose of protecting the shoreline.

Supervisor's Report

Township of Excellence

A special meeting will be held on Wednesday, November 4, at 9 a.m.
Agenda: Township of Excellence

Township of Excellence/Fire Authority

Trustee Richard Biermacher discussed the book he has prepared which concerts with the board's ethics policies and procedures, the entire doctrine under which the Fire Authority was established, as well as operating procedures for the fire department itself in accordance with standard operating procedures already being used. The book is now completed in draft form and has been given to the fire chiefs to review. When they finish their review, the book will be return to Mr. Biermacher for final review. It will be typed and presented to all Authority board members for distribution. All policies, procedures, and standard operational procedures should follow guidelines established by the State of Michigan.

Citizens' Advisory Committee (5.75 Acre Parcel)

Information and an application form are available on the township web site. One interested person has responded. More volunteers are needed.

Road Commission

Supervisor Przybyla reviewed an Asset Management report and a Road Surface Management Analysis report for Krakow Township roads provided by the Presque Isle County Road Commission.

Billing for Contracted Road Work

Beegen Road: \$27,031.08 (Down from \$28,125.00 or \$1,093.92)

Outer Drive: \$65,268.10 (Down from \$67,500.00 or \$2,231.90)

The Road Commission paved Hodgetts Drive, a spur to Outer Drive, outside the contract with the township. Moved by Kevin C. Przybyla, supported by Richard Biermacher, to pay the Presque Isle County Road Commission \$59,665.13 to fully cover Beegen Road and ½ of the Outer Drive/Hodgetts Drive project.

Ayes: All

Motion carried.

Discussion held on this year's problem with Black Bass Bay Road/Grand Lake in regard to flooding of homes, and working with the Presque Isle County Road Commission and FEMA to correct the situation.

Zoning Administrator Przybyla

Mr. Przybyla has issued one zoning permit (outdoor wood burner).

Assessing Office

Regular Board of Review will be held in December. Supervisor Przybyla expects the inflation factor for calculating taxable values to drop. He will provide more information at the November meeting.

Posen Area Fire Authority (Richard Biermacher)

Mr. Biermacher attended a special meeting on September 23. He reported projected delivery dates for the two fire trucks; one in early November and the second in early March 2010. Minutes of August 5, 2009, were filed.

Grant Application/Township Hall

Discussion held on grant application, current condition of the township hall, and winter heating costs. Supervisor Przybyla noted that our grant application is currently in limbo.

Transfer Station Report (Freddie Barrett)

Adjusted Report for September: Monthly Loss of \$938.48; Yearly Gain of \$96.55.

Mr. Barrett reported that the driveway was damaged by county trucks hauling its stockpiled gravel. Supervisor Przybyla will discuss the driveway damage with Mr. Smiglelski.

The transfer station will be closed on November 14 and December 26, 2009.

Liquor Inspection

Mr. Barrett has filed his liquor inspection forms for September, 2009.

Planning Commission (Roger Witherbee)

Mr. Witherbee reported a 24 percent return of survey forms (205). The committee was pleased with the amount of surveys returned and rated the results as beneficial. Carolyn Barrett, chairperson of the Planning Commission, reviewed the responses which will be made public at a later date.

Mr. Witherbee filed minutes of June 11 and September 10, 2009. Next regular meeting is scheduled for December 10, 2009.

Public Hearing on Bed and Breakfast Facilities

A public hearing to adopt an amendment to the Krakow Township Zoning Ordinance in regard to adding bed and breakfast to the list of uses permitted by special approval in R-1 and R-2 was held on October 8, 2009. The amendment was approved by the Planning Commission and will be presented to the township board for consideration.

OLD BUSINESS

Open Positions

Candidates are needed to fill open positions on the Zoning Board of Appeals. An application form is available on the web site.

Snow Removal Contracts

Transfer Station -- Jeff Latz/Sand Bay Marina

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to accept the bid of Jeff Latz/Sand Bay Marina for snow removal at the transfer station for the 2009-2010 season at the following contracted rates.

- \$60.00 each time accumulation is 2" or more when open
- \$60.00 each time accumulation if 6" or more when closed
- \$30.00 for drift cleanup

Ayes: All

Motion carried.

Township Hall -- Kevin C. Przybyla

Moved by Richard Biermacher, supported by Roger K. Witherbee, to accept the bid of Supervisor Kevin C. Przybyla to plow snow at the township hall for the 2009-2010 season at the following rates.

- \$45.00 per hour
- \$25.00 minimum charge
- Will not shovel snow from walkways

Ayes: 4

Abstain: 1 (Kevin C. Przybyla)

Motion carried.

Rogers City Ambulance Authority (Richard Biermacher)

Minutes of the Rogers City Ambulance Authority will be posted on the web site.

NEW BUSINESS

Newsletter

The winter newsletter will be sent with the December tax bills. Treasurer Romel would like to include a synopsis of ordinances passed in the last year.

Ordinance Amendment: Bed and Breakfast

Moved by Richard Biermacher, supported by Elaine M. Misiak, to accept the recommendation of the Planning Commission and make the following amendments to the Krakow Township Zoning Ordinance, effective thirty (30) days following publication.

- 1) Add Bed and Breakfast facility to the list of uses permitted by special approval in Section 6.3 (for R-1 District) subject to the limitations of Section 4.29, Bed and Breakfast facilities.
- 2) Add Bed and Breakfast facility to the list of uses permitted by special approval in Section 7.3 (for R-2 District) subject to the limitations of Section 4.29, Bed and Breakfast facilities.

Motion passed by the following roll call vote:

Ayes: Roger K. Witherbee, Richard Biermacher, Elaine M. Misiak,
Kevin C. Przybyla, Karen S. Romel

Nays: None

Cheboygan-Alpena Trail

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to budget \$1,834.00 for the Alpena-Cheboygan trail resurfacing project.

Ayes: All

Motion carried.

A resolution of support was passed by the Krakow Township Board on July 8, 2008. The amount of \$1,834.00, a *community promotions* line item, will be included in the township's budget for the 2010-2011 fiscal year.

Maps

Trustee Biermacher discussed the possibility of obtaining a book with a smaller version of township zoning maps which can be purchased for about \$74. Since the information would be valuable to board members, he would be willing to scan the original and make copies for township use. Moved by Kevin C. Przybyla, supported by Roger K. Witherbee, to approve the purchase of a condensed version of townships zoning maps from the equalization department at a cost not to exceed \$100.00, and to approve the cost of duplication.

Ayes: All

Motion carried.

Adjourn

Moved by Roger K. Witherbee, supported by Richard Biermacher, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: November 4, 2009

**KRAKOW TOWNSHIP
PLANNING COMMISSION**

Quarterly Meeting
December 10, 2009

Meeting called to order at 7:00 p.m. by chairperson, Carolyn Barrett.

Members in attendance: Carolyn Barrett, Sally Mulka, Carl Clarke, Al Grundy, and
Roger Witherbee

Officials: Zoning Administrator – Kevin Przybyla

Minutes of October 8, 2009 meeting were accepted.

Petty Cash Fund: Balance as of September 10, 2009- \$50Dollars

Regular meeting was called into recess.

Public Hearing opened at 7:02

The hearing was requested by Jacqueline Power for a Bed & Breakfast at 7468 Grand Pt.
Rd. Parcel # 061-025-000-062-00.

Public Hearing closed at 7:27

Regular meeting called back into session.

The Secretary presented two letters and reported one phone call all requesting some
clarification and concern regarding zoning changes.

After a discussion a motion was made by Clark/Grundy to accept Powers request. It was
understood that approval was given not to exceed 3 bedrooms and the sign not to exceed
2 square feet in size with no direct lighting

Roll call vote for B & B – Aye – 5, Nay – 0 Motion passed.

Other Business

A concern was expressed by a number of members that the Ordinance book was not in
proper order. Carolyn suggested that we work on updating & organizing it at the March
meeting.

Next Quarterly Meeting, March 11, 2010 @ 7:00 p.m.

Meeting adjourned at 8:03 p.m.

Respectfully submitted

Secretary, Roger Witherbee

**KRAKOW TOWNSHIP
PLANNING COMMISSION
AGENDA
December 10, 2009
Updated: November 11, 2009**

Meeting Called To order:

Roll Call of Members:

Number of Guest:

Public Comments:

Secretary/Treasurer Report:

Board approval of October 8, 2009 minutes.

Chairperson:

Regular meeting in recess:

Open Public Hearing:

Public Hearing requested by Jacqueline Power for a B & B at 7468 Grand Pt. Rd.

Public Hearing Closed:

Regular meeting back in session:

Discussion on B & B

Roll call vote for B & B

Old Business:

Krakow Twp. Master Plan. tabled until 2010 Census is complete.

New Business:

Draft a "Mobil Home Park" ordinance.

Draft an "Industrial Park" ordinance.

Meeting Adjourn:

NEXT PLANNING COMMISSION MEETING:

March 11, 2009

@ 7p,m / Twp. Hall

**KRAKOW TOWNSHIP
PLANNING COMMISSION**

Quarterly Meeting

June 11, 2009

Meeting called to order at 7:00 p.m. by chairperson, Carolyn Barrett.

Members in attendance: Carolyn Barrett, Sally Mulka, Carl Clarke, Al Grundy, and
Roger Witherbee

Minutes of September 11, 2008 meeting were accepted.

Petty Cash Fund: Balance as of June 11, 2009- \$4.02 Dollars

Chairs comments:

Presented P.C. board with the survey that Witherbee drafted and will be sent out with tax notices.

Old Business:

The bulk of the time was spent on working on updating Krakow Twp. Master Plan.

A “Mobil Home Park” ordinance and “Industrial Park” ordinance were tabled. The “Industrial Park” ordinance will be worked on after the “Mobil Home Park” ordinance is completed.

Next Quarterly Meeting, September 10, 2009 @ 7:00 p.m.

Meeting adjourned at 9:05 p.m.

Respectfully submitted
Secretary, Roger Witherbee

Krakow Township Planning Commission
Quarterly Meeting
March 12, 2009

The meeting was called to order at 7:00 pm by the chairwoman, Carolyn Barrett.

Attendance

Carolyn Barrett, Carl Clarke, Al Grundy, Sally Mulka. Guests: Evelyn Budnick, Marvin Budnick

Minutes

Minutes of the previous quarterly meeting of 12.10.08 were read with a motion by Carl Clarke to approve and seconded; the minutes were unanimously accepted.

Treasurer/Secretary

Report deferred

Chairwomen

With input from all planning commission members, a list of recommendations were submitted January 2009 to the township board for the 2009 budget; the requests are detailed as follows:

- An amount of \$500 for workshop/seminar/conferences; \$50 petty cash and \$200 for expenses of postage, envelopes, and printer cartridge supplies.
- The development of a Krakow Township logo, drafted by township students with a compensation of a \$25.00 US savings bond or \$100 cash for the winning design. Place logo signs strategically within the township on high traffic roads, and also have the logo printed on township letterhead/stationary.
- Recommended to have the township clerk send appropriate correspondence via traditional mail to planning commission members, Carl Clarke and Al Grundy, who are unable to receive electronic mail.
- Recommended that no wage increase be considered for the 2009 year.
- Request the planning commission secretary receive gas mileage for commission business to exclude meetings held at the township hall.
- Recommended that a mail survey to residents of Krakow Township be conducted to solicit input of what the citizens would like to see within their township.

Organizational hearing and voting process was held to fill the ending term positions on the planning commission and the results are: Carolyn Barrett, Chairwoman; Al Grundy, Vice Chairman, Roger Witherbee, Secretary/Treasurer. They will occupy the roles for the full term.

Open Public Hearing on Amendment to Outdoor Furnaces/Boilers Ordinance

A copy of the zoning ordinance of Outdoor Furnaces/Boilers in Krakow Township was distributed for discussion and review of the placement of outdoor furnaces/boilers. A motion made by Carl Clarke and seconded by Al Grundy to place an amendment to the existing ordinance to read "Any outdoor furnace/boiler installed in a structure or a building must meet the same specific requirements as those stated in the ordinance." The motion passed unanimously.

Krakov Township Planning Commission
Quarterly Meeting, March 12, 2009
Page 2

Open Public Hearing on Air Strips/Landing Fields

From post 9/11 standards in the United States, it is mandated by federal law to include air strips/landing fields in township ordinances. Motions by Sally Mulka and Carolyn Barrett were made to have air strips/landing fields in R1 and R2 placed under the “special use” section of the ordinances. The motion passed.

Open Public Hearing on Wind Energy Ordinance

A draft ordinance was developed for wind turbine (WTG) and anemometer tower (AT) installations and standards were reviewed and fine tuned for codes in Krakow Township. Changes in the draft are: Section 2, (e) Setbacks, #1 “Each WTG shall be set back from any adjoining lot line a distance equal to one and one-half (1.5) times the total height of the WTG. #2 Data shall satisfy.....and #3 In addition to the above.”

A motion to accept the draft ordinance as amended was made by Carl Clarke and seconded by Carolyn Barrett. The motion passed.

The Public Hearing portion of the meeting was closed at 7:55 pm.

New Business

- Master Plan - updated version was discussed; will require further follow up and location of the original document.
- Mobile Home Park Ordinance – development of this ordinance has been set as a goal for 2009. Gathering of data and general information to set specific standards regarding lot size, sewer, safety, lighting, mail delivery, roads and curbs, etc. will be complied.
- Industrial Park Ordinance - deferred until mobile home park ordinance is drafted.
- Revised Judicature Act of 1961 – copies distributed for review. It was recommended to place this information under Article XXIV, Section 24.3 as #3 under the heading of “Violation-Penalty.”

Meeting adjourned at 8:40 pm. The next quarterly meeting is scheduled for June 11, 2009

Respectively submitted,

Sally Mulka
Recording Secretary for Roger Witherbee

**KRAKOW TOWNSHIP
PLANNING COMMISSION**

Quarterly Meeting
September 10, 2009

Meeting called to order at 7:00 p.m. by chairperson, Carolyn Barrett.

Members in attendance: Carolyn Barrett, Sally Mulka, Carl Clarke, Al Grundy, and
Roger Witherbee

Minutes of June, 2009 meeting were accepted.

Petty Cash Fund: Balance as of September 10, 2009- \$4.02 Dollars

Chairs comments:

Read a thank you note from Elaine.

Old Business:

The bulk of the time was spent on tallying results from the township survey. We will continue to work on the surveys.

The drafting of a "Mobil Home Park" ordinance and an "Industrial Park" ordinance was tabled until the Master Plan is drafted.

It was decided to ask the township board for assistance from Wade Trim with the updating of the Master Plan. Pending the Boards approval a workshop to work on the drafting of the Master Plan is scheduled for October 14, at 10:00 a.m. at the township hall.

New Business:

Carl Clarke / Al Grundy moved to hold a public hearing to consider an amendment to the zoning ordinance to add "bed & breakfast facility" to the list of uses permitted by special approval in sections 6.3 for R-1 district and 7.3 for R-2 district. The date for the hearing is set for October 8, 2009 at 7:00 p.m. at the township hall.

Next Quarterly Meeting, December 10, 2009 @ 7:00 p.m.

Meeting adjourned at 9:15 p.m.

Respectfully submitted
Secretary, Roger Witherbee

**KRAKOW TOWNSHIP
PLANNING COMMISSION**

Quarterly Meeting
December 10, 2008

Meeting called to order at 7:00 p.m. by chairperson, Carolyn Barrett.

Members in attendance: Carolyn Barrett, Sally Mulka, Carl Clarke, Al Grundy, and
Roger Witherbee

Officials Present: Township Zoning Administrator, Kevin Przybyla

Guests: Richard Bannasch

Minutes of September 11, 2008 meeting were accepted.

Petty Cash Fund: Balance as of December 10, 2008 - \$4.02 Dollars

Chairs comments:

It was suggested that there be a five member Board for the Planning Commission. Carolyn informed the Commission that the Township Board voted to accept this recommendation.

Old Business:

A review of the draft wind energy ordinance took place.

March 12, 2009 at 7:00 p.m. was set for a public hearing date for the wind energy ordinance.

Carl moved to add Air Strips/Landing Fields to uses allowed by special approval to R1 & R2 zoning. The motion was seconded and passed unanimously.

New Business:

It was suggested that the Commission look into and research MTA on Mobil Homes & Industrial Parks.

Call to the Public:

Richard Bannasch expressed an area of concern in the Outdoor Wood Burning Ordinance. He was asking to amend the Ordinance on outdoor Wood Burning Stoves being placed in a building and to extend the dates of usage.

The change agreed upon states "Any Outdoor Furnace/Boiler shall not be enclosed in any type of structure"

Kevin Przybyla was asked to check with the attorney and we are considering recommending to the Township Board an amendment to that ordinance.

Public Hearing: March 12, 2009 @ 7:00 p.m.

Next Quarterly Meeting March 12, 2009 @ 7:00 p.m.

Meeting adjourned at 9:00 p.m.

Respectfully submitted
Secretary, Roger Witherbee

POSEN AREA FIRE DEPARTMENT AUTHORITY MEETING MINUTES

AUGUST 5, 2009

THE REGULAR MONTHLY MEETING OF THE POSEN AREA FIRE AND RESCUE AUTHORITY WAS HELD ON AUGUST 5, 2009 AT 7:00 P.M.

ATTENDING: TOM HEIN, MARIE WOZNIAK, JIM ZAKSHESKY, LAURA IDALSKI AND RAYMOND WOZNIAK (FIRE CHIEF). NOT ATTENDING - KRAKOW TOWNSHIP.

GUESTS: MIKE SMITH, TERRY BUCZKOWSKI, MARYANN SMITH, JAMES BUDNIK AND DENNIS BUDNICK JR.

MINUTES OF THE LAST MEETING WERE APPROVED AS READ.
TREASURERS REPORT: STANDS AS READ.

BILLS PENDING: A MOTION WAS MADE BY TOM HEIN, SECONDED BY MARIE WOZNIAK TO PAY THE BILLS PENDING. AYES ALL, NAYES 0.

OLD BUSINESS

FIRE HALL GRANT: THE GRANT HAS BEEN SUBMITTED FOR A NEW FIRE HALL. IT IS IN THE REVIEW PROCESS. GRANTS SHOULD BE AWARDED THE END OF DECEMBER.

RESOLUTION FOR FINANCING THE FIRE TRUCK: THRUN LAW FIRM HAS FORWARDED A COPY OF THE CORRECTED BOND RESOLUTION. THE RESOLUTION WAS REVIEWED BY THE FIRE BOARD. A MOTION WAS MADE BY MARIE WOZNIAK TO ADOPT THE BOND RESOLUTION. SECONDED BY TOM HEIN. THE BOND RESOLUTION WAS APPROVED BY JIM ZAKSHESKY, MARIE WOZNIAK AND TOM HEIN. NAYES 0.

NEW FIRE TRUCKS: THE FIRE TRUCK AWARDED BY THE FEMA PROGRAM SHOULD BE DELIVERED BY NOVEMBER 3RD AND THE TRUCK FINANCED THRU THE USDA SHOULD BE DELIVERED BY DECEMBER 30TH.

NEW BUSINESS

NEXT MEETING WILL BE ON WEDNESDAY SEPTEMBER 2, 2009 AT 7:00 P.M.

PUBLIC COMMENT: NONE

FIREHALL PROPERTY: JIM ZAKSHESKY HAS SPOKEN WITH MIKE JULIAN REGARDING PROPERTY TO PURCHASE FOR A NEW FIREHALL. THE PROPERTY IS LOCATED ON THE CORNER OF M-65 AND METZ HWY. THE SIZE IS APPROXIMATELY 2 ACRES. APPROXIMATE COST IS \$6000.00. PART OF THE PROPERTY BELONGS TO THE PRESQUE ISLE COUNTY ROAD COMMISSION. JIM ZAKSHESKY PLANS TO MEET WITH THE ROAD COMMISSION TO DISCUSS THE PROPERTY. THE BOARD WILL CONSIDER PURCHASING THE PROPERTY FOLLOWING THE OUTCOME OF THE ROAD COMMISSION MEETING.

POLICIES AND PROCEDURES: RAYMOND WOZNIAK STATES THEY HAVE NOT YET MET TO WORK ON THE POLICIES AND PROCEDURES.

OFFICERS REPORT: RESCUE RIG NEEDS THE BRAKES AND THE EXHAUST SYSTEM CHECKED. THE PUMPER HAS A LEAKING VALVE. ANOTHER TRUCK NEEDS A TAILPIPE.

ADVANCE ARTICLE: TERRY BUCZKOWSKI WILL CONTACT PETE JAKEY AND ASK IF HE WOULD DO AN ARTICLE FOR THE ADVANCE ON THE NEW COMPRESSOR AND AIR PAKS THAT WERE PURCHASED FROM THE FEMA GRANT.

FIREHALL FURNACE: THE FIREMEN BELIEVE THAT THE FURNACE WILL NEED TO BE MOVED TO ACCOMMODATE THE NEW FIRE TRUCK. THEY WILL HAVE SOMEONE CHECK IT OUT.

SEARCH AND RESCUE: THE POSEN FIRE DEPARTMENT ASSISTED ALPENA IN A SEARCH FOR A MISSING HUNTER. THE POSEN TEAM FOUND THE MISSING PERSON.

A MOTION WAS MADE BY TOM HEIN TO ADJOURN THE MEETING. SECONDED BY MARIE WOZNIAK. AYES ALL, NAYES 0. MEETING ADJOURNED AT 8:00 P.M.

Agenda

Fireboard Mtg. of 8-5-09

- ① Roll call
- ② Approval of minutes, bills, and treasurer's report.
- ③ Public comment
- ④ Old business
 - a) Firehall grant
 - b) Fire truck resolution - Rural Development
- ⑤ Fire hall property
- ⑥ Officer's report.
- ⑦ Equipment update.
- ⑧ Any new business
- ⑨ Adjournment.

AGENDA

KRAKOW TOWNSHIP BOARD OF TRUSTEES
12022 BOLTON ROAD, POSEN MICHIGAN
DATE: SEPTEMBER 8, 2009 7:00 P.M.

PLEDGE OF ALLEGIANCE

1. Call to Order - - Roll Call

Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee, Richard Biermacher

Guests:

2. Public Comments

3. Approve Agenda

4. Treasurer's Report for August

A. Summer Tax Collection: September Deadline

B. Federal Banking Regulations/Sweep Account

C.

5. Clerk's Report

A. Current Report on Income, Expenses & Budget Balances & Amended Budget Information

B. Board Approval of Vouchers & Payroll for September

C. Board Approval of Minutes: August 26, 2009 (Special Meeting)

D.

6. Correspondence - Clerk Misiak

A. November 3, 2009 Election: Alpena Schools, Alpena College, Posen Schools

B. Schedule Election Commission Meeting (September 24 through October 13)

C.

7. Reports and/or Comments

A. Supervisor's Report

1) Correspondence

2) Township of Excellence Program

3) Citizens' Advisory Committee/5.75 Acre Parcel

4) Update: Preliminary Grant Application

5) Other Items of Business

B. Other Committee Reports

Zoning Administrator Przybyla

Assessing Office

Posen Area Fire Authority (Richard Biermacher)

Rogers City Ambulance Authority (Richard Biermacher)

Minutes of June 10, 2009

ZBA (Karen Romel)

Transfer Station (Freddie Barrett)

- August Report: Monthly Gain of \$144.86; Yearly Gain of \$1,055.03
- Required Payment of Environmental Fees to RWS
Planning Commission (Roger Witherbee)
Next Quarterly Meeting: September 10, 2009

7. Old Business

- A. ZBA Open Position(s)
- B. Information on 218 Agreement
- C.

9. New Business

- A. Evaluate Township Functions and Address Deficiencies
- B. Snow Removal Contracts (Hall and Transfer Station)
- C.

10. Any Other New Business

- A. October MTOA Quarterly Meeting
- B.

11. Authorization to Adjourn

Next Regular Meeting: October 13, 2009

KRAKOW TOWNSHIP
12022 BOLTON ROAD, POSEN, MICHIGAN

SPECIAL MEETING AGENDA

MONDAY, SEPTEMBER 28, 2009

9:00 A.M.

Pledge of Allegiance

1. Roll Call
Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee, Richard Biermacher
Guests:

2. Citizens' Comments
3. Minutes of September 8, 2009
4. Township of Excellence Project
5. Any Other Business*
6. Adjourn

*If any member is not in attendance, no business may be added.

Next Regular Meeting, Tuesday, October 13, 2009, 7:00 p.m.

KRAKOW TOWNSHIP
AGENDA – SETTLEMENT DAY

TUESDAY, MARCH 24, 2009

DRAFT

TIME: 1:00 P.M.

1. Call to Order – Roll Call of Members
Guests
2. Minutes of March 10, 2009
3. Public Comments
4. Motion to Approve Required Amendments and Payment of Additional Bills
5. Supervisor: Declare Books Closed for 2008/2009
6. Treasurer's Report for February, 2009.

Treasurer's Closing Statement for 2008/2009:

TREASURY CLASS B	\$ _____
CITIZENS CHECKING	\$ _____
CCU SAVINGS	\$ _____
TAX ACCOUNT	\$ _____

General Fund Accounts Total: \$ _____

Receipts over/under Expenses: \$ _____

Clerk's Report:

Liquor Fund Reserve: \$ _____

Motion to accept treasurer's report for 2008/2009.

April 1, 2008 Balance was \$122,836.56

Transfer Station: Receipts over/under Expenses was \$ _____

Road Assessment Report

1999/00	Road Assessment Receipts	\$13,349.42
2000/01	Road Assessment Receipts	\$ 9,988.51
(2000/01	Road Assessment Payment	\$40,313.61)
2001/02	Road Assessment Receipts	\$ 7,403.27
(2001/02	Road Assessment Refunds	\$ 1,945.27)
2002/03	Road Assessment Receipts	\$ 3,842.02
2003/04	Road Assessment Receipts	\$ 3,243.68
2004/05	Road Assessment Receipts	\$ 2,752.67
2005/06	Road Assessment Receipts	\$ 2,433.96
2006/07	Road Assessment Receipts	\$ 3,261.03
2007/08	Road Assessment Receipts	\$1,814.77
2008/09	Road Assessment Receipts	\$ _____

7. Business Items

1. Fee Schedule
- 2.

8. Work Session on Proposed 2009/2010 Budget (Agreement on Balanced Budget)
(Audit, cormorant project, equalizer system for assessor, additional street lights, Alpena-Cheboygan trail)

Salary Resolution
Millage Resolution

9. Motion to Adjourn

10. Public Hearing on Proposed Budget is at 6:30 p.m. on March 31st.
Rescheduled April Meeting will follow the Budget Hearing

KRAKOW TOWNSHIP

SETTLEMENT DAY/BUDGET WORKSHOP

DATE: TUESDAY, MARCH 24, 2009

The settlement day meeting/budget workshop of the Board of Trustees of Krakow Township was held on Tuesday, March 24, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 1:00 p.m. by Supervisor Kevin C. Przybyla.

Pledge of Allegiance

Present: Members Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee, Richard Biermacher, Karen S. Romel (1:32 p.m.)

Guests: 18

Moved by Richard Biermacher, supported by Roger Witherbee, to amend Citizens' Comments of the minutes of March 10, 2009, to be by topic and read as follows, and set policy that citizens' comments at all subsequent meetings will be by topic.

Citizens' Comments

Amended on March 24, 2009 to read, "Topics were the question of presenting a grant application/pursuing funding for a township hall and a request that agendas and notice of public meetings be posted on the township web site." (CORRECTION Board of Trustees meeting March 31, 2009.)

Ayes: 3
Nays: 1 (Misiak)
Motion carried.

1:32 P.M. – Treasurer Karen Romel entered the meeting.

Moved by Kevin Przybyla, supported by Richard Biermacher, to approve the minutes of March 10, 2009, as amended.

Ayes: 4
Abstain: 1 (Romel)
Motion carried.

Moved by Kevin Przybyla, supported by Karen Romel, to approve the following line item change in the 2008/2009 budget:

Treasurer's Mileage +\$100.00 Contingency Fund -\$100.00
Ayes: All
Motion carried.

Moved by Richard Biermacher, supported by Karen Romel, to approve payment of additional bills in the amount of \$2,533.67 for March, 2009.

Ayes: All
Motion carried.

Supervisor Przybyla declared the books closed for 2008/2009. (CORRECTION Board of Trustees meeting held on March 31, 2009.)

Treasurer's Report

Treasurer Romel presented her financial reports for February and March, 2009. Moved by Richard Biermacher, supported by Roger Witherbee, to accept the treasurer's closing account balance of \$155,413.96.

Ayes: All
Motion carried.

Receipts over Expenses: \$32,577.40
Liquor Reserve Fund: \$88.15

April 1, 2008, opening balance was \$122,836.56.

Transfer Station

Monthly loss for March was \$1,226.33. The transfer station closed the year with expenses exceeding receipts by \$3,167.94.

Road Assessment Report

1999/00	Road Assessment Receipts	\$13,349.42
2000/01	Road Assessment Receipts	\$ 9,988.51
(2000/01	Road Assessment Payment	\$40,313.61)
2001/02	Road Assessment Receipts	\$ 7,403.27
(2001/02	Road Assessment Refunds	\$ 1,945.27)
2002/03	Road Assessment Receipts	\$ 3,842.02
2003/04	Road Assessment Receipts	\$ 3,243.68
2004/05	Road Assessment Receipts	\$ 2,752.67
2005/06	Road Assessment Receipts	\$ 2,433.96
2006/07	Road Assessment Receipts	\$ 3,261.03
2007/08	Road Assessment Receipts	\$ 1,814.77

Citizens' Comments

1:35 p.m. to 1:55 p.m.

Topics: Public Comment Policy, Board Salaries, Township Hall

NEW BUSINESS

Moved by Kevin Przybyla, supported by Roger Witherbee, to pass Resolution #2 2008/2009 establishing township meetings will be held on the second Tuesday of the month in the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan, at 7:00 p.m..

Motion passed by the following roll call vote:

Ayes: Karen Romel, Roger Witherbee, Richard Biermacher, Elaine Misiak,
Kevin Przybyla

Nays: None

Work Session on Proposed 2009/2010 Budget

Moved by Kevin Przybyla, supported by Richard Biermacher, to pass Resolution #3 2008/2009 establishing the yearly salary of the Trustees, as of April 1, 2009, at \$1,680.00.

Motion passed by the following majority roll call vote:

Ayes: Kevin Przybyla, Karen Romel, Richard Biermacher, Elaine Misiak

Nays: Roger Witherbee

Moved by Dick Biermacher, supported by Karen Romel, to pass Resolution #4 2008/2009 establishing the yearly salary of the Supervisor, Clerk, and Treasurer, as of April 1, 2009, at \$8,300.00.

Motion passed by the following roll call vote:

Ayes: Elaine Misiak, Kevin Przybyla, Karen Romel, Roger Witherbee,
Richard Biermacher

Nays: None

KRAKOW TOWNSHIP
MARCH 24, 2009
PAGE 3

Moved by Elaine Misiak, supported by Roger Witherbee, to approve the following yearly salary increases for 2009/2010:

Clerk	FICA/Pension Extra Duty Pay	\$700.00
Treasurer	Summer Tax Collection	\$700.00
Transfer Station Attendant		\$5,700.00
Deputy Clerk		\$200.00
Deputy Treasurer		\$200.00

Ayes: All

Motion carried

Moved by Karen Romel, supported by Richard Biermacher, to pass Resolution #5 2008/2009 to set the 2009 Millage Levy at one (1) mill for the township as set forth by the tax allocation board.

Motion passed by the following majority roll call vote:

Ayes: Richard Biermacher, Karen Romel, Kevin Przybyla

Nays: Elaine Misiak, Roger Witherbee

2009-2010 Revenues: Projected at \$144,850.00

2009-2010 Expenditures: Projected at \$118,960.00

The 2009/2010 budget includes a contingency fund of \$10,000 and a projected balance for March 31, 2010, of \$181,303.96.

Moved by Roger Witherbee, supported by Richard Biermacher, to adjourn the settlement meeting/budget workshop.

Meeting adjourned at 5:44 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Minutes Approved: March 31, 2009

Guests: Frank Blaser, Patricia Blaser, Marian Smith, Mike Smith, Dennis Schellie, Agatha Jakubiak, Harry Jakubiak, Carolyn Barrett, Freddie Barrett, Norman Desimone, Robert Hoffmeyer, Terry Wills, Richard Blinke, Dennis Koss, Arthur Chojnacki, Sonya Kuffel, Lorraine Orban, and Kim Wisniewski

Krakow Township
12022 Bolton Road, Posen MI
Special Meeting Agenda

Wednesday, August 26, 2009

Pledge of Allegiance

- Roll Call

Members: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee and Richard Biermacher

- Guests:

- Citizens' Comments
- Minutes of August 11, 2009
- Township of Excellence Project
- Computer Replacement for Clerk
- Cell Towers
- Any Other Business*
- Adjourn

*If any member is not in attendance, no other business may be added.

Next Regular Board meeting will be held on Tuesday September 8, 2009 @ 7:00 pm.

KRAKOW TOWNSHIP

SEPTEMBER 28, 2009

A special meeting of the Board of Trustees of Krakow Township was held on September 28, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 9:02 a.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee, Richard Biermacher, and Karen S. Romel (9:06 a.m.)

Guests: None

Report on Fire Board – Richard Biermacher

The Authority closed last week Wednesday on the fire truck. All the paperwork is completed with USDA. Mr. Biermacher has been appointed Secretary of the Posen Fire Authority. He continues to work on defining policy and procedures for the Posen Fire Authority based on standard operational procedure guidelines.

Minutes of a regular meeting of the Board of Trustees, held on September 8, 2009, were accepted as presented by Clerk Misiak.

9:06 a.m. – Treasurer Karen S. Romel entered the meeting.

WORKSHOP ON TOWNSHIP OF EXCELLENCE

The following topics were addressed and reviewed.

TAX COLLECTION

CONSTITUENT SERVICES (Human Services Assistance)

Supervisor Przybyla reported that information on the following topics is available on the township web site.

- Human Services Agencies/State of Michigan
- Alpena Community College
- Local Schools

Citizens' Advisory Committee

Supervisor Przybyla is recommending that Beth Rice be contacted to serve as a member of the citizens' advisory committee for the 5.75 acre township property. Mr. Biermacher is recommending Leonard Zwolinski be contacted to serve on the committee. Supervisor Przybyla will contact the prospective volunteers.

Tax Process and Procedures

Treasurer Karen S. Romel confirmed the following information.

- The township collects the State Education Tax
- The township collects the county operating millage
- The township collects school summer property tax/Agreement to Collect on File
- The township offers information/application for Deferment of Summer Taxes (Available on the web site)
- The township offers information on the Homestead Property Tax Credit

ELECTION ADMINISTRATION

Clerk Misiak reviewed the township election emergency operations plan. With no other qualified sites located in Krakow Township, it would be necessary to have voters go outside the township to vote in an emergency situation. Clerk Misiak will check with availability of facilities in Presque Isle Township or use of the Posen Community Center.

GOVERNANCE

Official, Employee, and Volunteer Conduct Policy

Board proceeded to set policies for election workers, Planning Commission, Zoning Board of Appeals, Board of Review, Freddie Barrett, and committee volunteers.

- Attendance: Punctuality and Dependability
If a committee member misses three (3) meetings without being “excused,” the committee member would be sanctioned.
- Drug and Alcohol Abuse will not be tolerated.
- Representatives of the township are expected to be neat and clean in appearance.
- Violence in the workplace will not be tolerated.
- Accidents and emergencies need to be reported to a board member promptly. All required forms will be posted at the township hall.
- Internal complaint procedures must be filed in writing with the Supervisor to be brought before the board.
- Bulletin Boards – Information will be posted by the clerk with the approval of the board.
- No pornography will be tolerated on township owned equipment.
- Persons in charge of township computers-equipment-software are responsible for the care of the equipment and the return of same. This policy includes keys assigned by the clerk. Use of equipment is primarily intended for township use.
- Must consent to a background check.
- The township has a no smoking policy.
- To tape record, video tape, or do a live broadcast is allowed by any person attending an open meeting. If the board/committee is taping, they must inform the persons in attendance.

Resignations – All vacancies will be posted on the web site. Resignations must be filed in writing with the board.

Vacancy in a Township Office - - Resignation of board members will be presented in writing to the clerk, effective upon acceptance by the township board.

Dismissal -- The Michigan Township Association recommends the township board establish an employment policy that provides that all appointed officials and employees are appointed or hired “at will” and may be discharged with or without cause.

Annual Evaluation – Board recommended developing a yearly evaluation of “at will” employees. Supervisor Przybyla will draft an evaluation form for board approval.

Moved by Roger R. Witherbee, supported by Kevin C. Przybyla, to adjourn the meeting.

Ayes: All

Motion carried

Meeting adjourned at 11:36 a.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
KRAKOW TOWNSHIP

Approved: October 13, 2009

KRAKOW TOWNSHIP

NOVEMBER 4, 2009

A special meeting of the Board of Trustees of Krakow Township was held on November 4, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 9:02 a.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Roger K. Witherbee,
Richard Biermacher and Karen S. Romel

Guests: None

Minutes of a regular meeting of the Board of Trustees, held on October 13, 2009, were accepted as presented by Clerk Misiak.

NEW BUSINESS

Zoning Board of Appeals

Supervisor Przybyla received an application from Dennis Fauver, 15051 US-23 S, to serve on the Zoning Board of Appeals. Moved by Kevin C. Przybyla, supported by Roger K. Witherbee, to appoint Dennis Fauver to the Zoning Board of Appeals.

Ayes: All

Motion carried.

Mr. Fauver will fill the unexpired term of Mary Field to February 1, 2010.

Alpena Michigan's Advenshore

Supervisor Przybyla received a communication from Deborah Pardike, Executive Director. She is requesting financial support. The clerk will respond. Krakow Township has opted not to provide financial support. The 2009-2010 community promotions budget has no funds available.

Parcel Split/Dean Spencer

Supervisor Przybyla is processing a land split request submitted by Dean Spencer, 15525 Highland Pines.

WORKSHOP ON TOWNSHIP OF EXCELLENCE

The following topics were addressed and reviewed.

ELECTIONS /EMERGENCY PLAN

Clerk Misiak contacted Presque Isle Township asking if they would be willing to rent a portion of their building for an election site in the unlikely event we would be unable to use the township hall, and were unable to locate a suitable building within the township.

DESPOSITORY RESOLUTION/INVESTMENT POLICY

Clerk Misiak provided copies of the township's depository resolution, investment policy, and resolutions to designate banks and time of bank deposits.

FINANCIAL INTERNAL CONTROLS/SEGREGATION OF DUTIES

An administrative policy regarding financial internal controls and segregation of duties was prepared by the treasurer and clerk.

The treasurer and clerk will be responsible for providing the board with an accurate accounting of all monies each month, or upon request. The clerk will be responsible for preparing vouchers. All vouchers will require two (2) signatures. The treasurer will be responsible for mailing checks. No checks will be signed in blank form. The treasurer will provide the clerk with reconciliation statements for verification. A reconciled financial statement will be prepared by the treasurer for distribution at the board meeting to members and guests. The clerk will provide the board with a monthly report of revenues, expenditures, available budget balance, and current fund balance.

Internal controls and segregation of duties are also outlined in the job descriptions of the clerk and treasurer.

BOARD REVIEW AND APPROVAL OF CURRENT FINANCIAL CLAIMS

The following policy was prepared by the clerk.

The clerk will furnish the following information to the board at each regular township meeting.

- 1) A printed list of vouchers for the board's approval. The listing must contain the following information: check number, vendor's name, amount of payment, and description of services or purchase.
- 2) All bills will be available for inspection by the board, upon request.
- 3) Required payroll information will be: check number, employee's name, amount of payment, deductions, and category of payment.
- 4) In addition, a report of the previous month's income, expenses, and ending balance will be presented with a final listing of bills and receipts for the month.

TREASURY FORM 496/AUDITOR

Supervisor Przybyla will contact the auditor and obtain a copy of the report.

ISO RATING/EMERGENCY SERVICES/POSEN FIRE AUTHORITY

Mr. Biermacher will contact Terry Buczkowski to obtain a copy of the International Standard of Operations rating notification/mutual aid agreement.

PAR- PLAN RISK MANAGEMENT AUDIT

Discussion held on an audit conducted on October 28, 2009, with Supervisor Przybyla and Clerk Misiak present. A written report with recommendations will be mailed to the township. It was evident that by following guidelines of the township of excellence project we have already met some of the requirements, and have held discussions on other items he brought to our attention.

FINANCIAL TRAINING/PROFESSIONAL DEVELOPMENT

The Krakow Township board strongly recommends that township personnel involved in financial administration attend at least two training seminars offered by MTA or other organizations on accounting procedures, investments, budgeting or fraud prevention. All expenses will be paid by the township.

BENCHMARKS-COST/BENEFIT ANALYSIS/APPROPRIATIONS

Board will use the Financial Stewardship/Financial Process and Procedures/Strategic Plan approved at the workshop held on July 29, 2009. Also, the township will include their support of the local road commission's asset management plan as supported by the minutes of August 11, 2009.

CLOSING COMMENTS /SUBMISSION PROCEDURE

Moved by Karen S. Romel, supported by Kevin C. Przybyla, to approve the required \$25.00 full designation application fee.

Ayes: All
Motion carried.

Supervisor Przybyla recommended that the application be submitted between December 3 and Christmas, 2009. Board agreed to have Elaine and Karen prepare a draft copy for the board when time allows. A meeting of the full board will be scheduled to review the draft application.

Since not all of the policies have been adopted, the board agreed to adopt remaining policies after the application has been reviewed and approved.

Moved by Richard Biermacher, supported by Roger K. Witherbee, to allow Treasurer Romel to attempt repairing the laptop computer if the cost does not exceed \$150.00.

Ayes: All
Nays: None

Moved by Roger R. Witherbee, supported by Karen S. Romel, to adjourn the meeting.

Ayes: All
Motion carried

Meeting adjourned at 10:05 a.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
KRAKOW TOWNSHIP

Approved: November 10, 2009

KRAKOW TOWNSHIP

MAY 27, 2009

A special meeting of the Board of Trustees of Krakow Township was held on May 27, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 2:03 p.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee

Absent: Richard Biermacher

Guests: None

Minutes of a regular meeting of the Board of Trustees, held on May 12, 2009, were accepted as presented by Clerk Misiak.

WORKSHOP ON TOWNSHIP OF EXCELLENCE

GOVERNANCE

- Accessibility and Communication
- Professional Development
- Essential Board Policy
Public Comment Rules
Consent Agenda
- Policymaking
Monitor and Evaluate Township Functions

STRATEGIC PLAN

- Strengths, Weaknesses, Opportunities, Threats, and Multi-year Goals

REVIEW PENDING TAX TRIBUNAL CASES

No action was taken on the pending cases of George Killeen and Scott Plowman. Moved by Roger K. Witherbee, supported by Karen S. Romel, to accept the recommendation of the tax tribunal review committee in regard to the Carl Woloszyk appeal, and authorize the township assessor to negotiate with Mr. Woloszyk for an assessment not to be below \$155,000.00.

Ayes: Elaine M. Misiak, Karen S. Romel, Roger K. Witherbee

Nays: None

Abstain: Kevin C. Przybyla

Moved by Roger Witherbee, supported by Elaine M. Misiak, to adjourn the meeting.

Ayes: All

Motion carried

Meeting adjourned at 4:02 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
KRAKOW TOWNSHIP

Approved: June 9, 2009

KRAKOW TOWNSHIP

APRIL 10, 2009

A strategic planning meeting of the Board of Trustees of Krakow Township was held on April 10, 2009, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan. The meeting was called to order at 10:00 a.m. by Supervisor Kevin C. Przybyla.

Present: Kevin C. Przybyla, Elaine M. Misiak, Karen S. Romel,
Roger K. Witherbee, Richard Biermacher

Guests: 9

Citizens' Comments

10:03 to 10:06 a.m.

Topics: Assessor's office hours, Type of meeting being held today, and Board seating arrangement.

NEW BUSINESS

Based on the opinion of our township attorney and the recommendation of the Michigan Township Association, a second budget hearing will be held on Thursday, April 23, 2009, at 6:30 p.m. Due to a publishing oversight, the statement "The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing" was omitted.

Moved by Kevin C. Przybyla, supported by Richard Biermacher, to accept the resignation of Mary K. Field from the Zoning Board of Appeals, effective when a replacement is appointed.

Ayes: All

Motion carried

WORKSHOP

TOWNSHIP OF EXCELLENCE

GOVERNANCE

Newsletter #1 – All board members are asked to participate in the publication, which will be handled by the treasurer and mailed with her summer tax notices along with a township survey form. A second newsletter will be prepared for mailing with the winter tax bills.

DUTIES OF TOWNSHIP OFFICIALS

Township officials reviewed the duties of their office as supervisor, clerk, treasurer, and trustee. Categories include township government operations, skills, leadership ability, management skills, interpersonal skills, administrative skills, and knowledge of township issues. Mr. Biermacher added a Mission Statement for the board's consideration.

Moved by Kevin C. Przybyla, supported by Roger Witherbee, to approve the following policy:

At least three days prior to each board meeting, all township board members receive a meeting packet, including a proposed agenda and background information on agenda items.

Ayes: All

Motion carried

KRAKOW TOWNSHIP
APRIL 10, 2009
PAGE 2

STRATEGIC PLAN

It is recommended that the township board adopt a multi-year strategic plan that identifies strengths, weaknesses, opportunities and threats, and identifies multi-year goals, objectives and strategies to achieve a long-range vision for progressive growth.

Strength & Weakness Topics: Township hall, roads, raising taxes, number of homes currently for sale, proper management of township funds, completion of a survey form to be followed by a public hearing, and plans for township property located on Grand Pointe Rd/Outer Drive.

POLICY: TOWNSHIP OFFICIALS AND MISSION STATEMENT

The supervisor, clerk, treasurer, and trustees are to prepare a duties and responsibilities policy for board approval at the May 12, 2009, meeting. Mr. Biermacher will prepare a Mission Statement for board approval at the May 12, 2009, meeting.

CODE OF ETHICS

Board reviewed a number of standards on ethics and conduct. Supervisor Przybyla will prepare a draft copy of standards for adoption at the board meeting on May 12, 2009.

Since today is Good Friday, it was moved by Roger Witherbee, supported by Elaine M. Misiak, to adjourn the meeting at 12:04 p.m.

Ayes: All

Motion carried

Respectfully submitted,

Elaine M. Misiak, Clerk
KRAKOW TOWNSHIP

Approved: April 23, 2009

Guests: Eva B. Pichan, Bob Hoffmeyer, Terry Wills, Cary Pichan, Mike Smith,
Dennis Schellie, Sonja Kuffel, Beth Rice, and Alvin Grundy

**KRAKOW TOWNSHIP
BULLETIN BOARD**

If you are interested in becoming involved with your township and working together as a group to improve your community and some of it's assets, the following is a list of opportunities where your services would be appreciated.

ADVISORY CITIZANS TASK FORCE ??????? **Five Vacancies ??????????**

BOARD OF REVIEW **One Vacancy**

ELECTION BOARD **One Vacancy**

PLANNING COMMISSION

ZONING BOARD OF APPEALS **One Vacancy**