

KRAKOW TOWNSHIP

DECEMBER 9, 2014

A regular monthly meeting of the Board of Trustees of Krakow Township was held on December 9, 2014, at the Krakow Township Hall, 12022 Bolton Road, Posen, Michigan.

The meeting was called to order at 7:00 p.m. by Supervisor Michael Grohowski.

PLEDGE OF ALLEGIANCE

Roll Call

Members Present: Michael Grohowski, Elaine M. Misiak, Diane Mucciante, Roger K. Witherbee, Michael T. Smith

Also Present: 6 Guests

Citizens' Comments

Topics: No return envelope for tax payments, no receipt policy on tax payments without request, multiple tax mailings for multiple parcels

Treasurer's Financial Report – Subject to Audit

Financial Statement as of November 30, 2014 - \$74,210.68

Approval of Consent Agenda Items

Moved by Roger K. Witherbee, supported by Diane Mucciante, to approve the following consent agenda items as presented:

Treasurer's Report for November, 2014

Report on Income, Expenses, and Budget Balances for November, 2014

Minutes of Regular Meeting held on November 11, 2014

Approve Vouchers and Payroll as presented for December, 2014

Ayes: All

Motion carried

Treasurer's Report – Diane MuccianteReport on Seminar

Tax Collection – The treasurer is not required to send out a receipt for tax payments. It is an added expense for the township. The township collects 1% for administrative costs. Treasurer Mucciante is willing to do a comparison audit of administrative receipts and costs for the January meeting. Treasurer Mucciante is not opposed to sending out tax receipts, upon request, if the township makes a decision to continue the policy.

The seminar was well worth attendance. Krakow Township offers its taxpayers a lot of personal services based on our limited resources.

The tax page is up and running on the township website and electronic receipts are being well received.

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Treasurer's Report – Diane Mucciante (continued)

Treasurer Mucciante purchased two booklets at the seminar:

Guide for Treasurers
Administrative Policies to Manage Your Township

Moved by Michael T. Smith, supported by Roger K. Witherbee, to reimburse the treasurer for the two booklets purchased at the MTA seminar at the cost of \$63.00.

Ayes: All

Motion carried

Personal Property Taxes

Treasurer Mucciante is working on getting information on the collection of personal property taxes.

Postmark on Tax Bills

Postmarks *will not be accepted* as the payment date for taxes; tax payments *must be received* by the Township Treasurer and will be posted on the day received.

Clerk's Report – Elaine M. Misiak

None

Supervisor's Report – Michael Grohowski

E 638 Highway Project

Supervisor Grohowski has been informed by Jerry Smigelski, Presque Isle County Road Commission, that E 638 Highway from US-23 S to Grand Pointe Road is on a five-year federal program for replacement. Second phase of the E 638 Highway project would be from Grand Pointe Road to Highland Pines Road followed by an overlay project from Highland Pines Road to East Grand Lake Road (Presque Isle Township). No project starting date has been announced.

Committee Reports

Zoning Administrator (Absent)

Mr. Bedard filed his report through December 9, 2014. He has received two new zoning permits; one for new construction and one for renovation/addition to an existing home.

Assessing Office

State Assessing Audit

Deadline for corrective action to the State Tax Commission by the township assessor is December 22, 2014. Assessor Berg has completed his response to the audit and mailed a signed copy to Krakow Township for board signature and mailing. Following review by the Board of Trustees, Supervisor Grohowski signed the prepared report dated Friday, December 5, 2014.

Land Division Ordinance

With the absence of Zoning Administrator Matthew Bedard, the Land Division Ordinance was tabled.

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Board of Review

The December Board of Review was cancelled since there was no business to conduct.

Planning Commission – Roger K. Witherbee

The next meeting of the Planning Commission is scheduled for December 18, 2014, at 11:00 a.m. Topic: Zoning for Industrial Parks

Posen Area Fire Department Authority – Michael T. Smith

Mr. Smith filed the minutes of November 5, 2014. With only four voting members it is possible that a tie vote will nix the purchase of the 4-wheel drive vehicle and require the return of grants and donations in the amount of \$6,580.00. A change in the by-laws, to secure a fifth vote, has been initiated. Following the termination of a fireman, the Authority will require a background check on all candidates. FEMA grant for gear has been denied and will be re-filed. No response to the DNR grant request.

Rogers City Ambulance Authority – Michael Grohowski

Mr. Grohowski presented a copy of the minutes of November 12, 2014. The next meeting will be held on December 10th. The minutes covered financial concerns with Emmet County stepping out of affiliation with Allied Emergency Services, and a change in members appointed to the Board of Directors.

Transfer Station Report - Freddie Barrett

Monthly Report for November: Loss of \$681.71

Millage Money – Recycle Expenses

Our transfer station attendant spends hours taking care of the recycling bins at the transfer station. On November 4, 2014, a county-wide millage was passed for operating, maintaining, and making improvements to the recycling drop-off and transport program. An analysis, prepared by Treasurer Mucciante, listed the pro-rated cost to the township for labor, snow removal, telephone, electricity, and miscellaneous expenses at \$1,647.71. Supervisor Grohowski will follow-up by discussing our recycling concerns with the Presque Isle County Board of Commissioners.

Zoning Board of Appeals – Michael T. Smith

None

Other Committee Reports

Freddie Barrett, Liquor Inspector, filed his inspection report for the quarter ended on December 31, 2014.

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New Business

Annual Summer Tax Resolution

A resolution passed by the Alpena Board of Education does not obligate Krakow Township to collect summer taxes. Moved by Roger K. Witherbee, supported by Michael T. Smith, to opt out of collecting the Alpena Public Schools summer property tax levy in 2015.

Ayes: All

Motion carried

Property Guidelines & Asset Test

Moved by Michael T. Smith, supported by Michael Grohowski, to accept, by resolution, the Federal poverty guidelines for 2015 annual allowable income in Krakow Township and set the following guidelines for the Krakow Township Asset Test:

Total assets cannot exceed \$40,000.00 *excluding* the homestead, but may not exceed \$140,000.00 including the homestead amount of \$100,000.00

Motion passed by the following roll call vote:

Ayes: Michael T. Smith, Elaine M. Misiak, Michael Grohowski, Diane Mucciante, Roger K. Witherbee

Nays: None

Website Contract – January 1, 2015 to January 1, 2016

Moved by Michael T. Smith, supported by Roger K. Witherbee, to renew the contract of PC Advantage for one year, January 1, 2015 to January 1, 2016, at the same terms as 2014-15 (\$652.50).

Ayes: All

Motion carried

MTA – Board of Review Training

Moved by Michael T. Smith, supported by Roger K. Witherbee, to approve attendance of Theresa Szczerowski at the Board of Review training in Alpena on February 25 at the cost of \$79.00 plus mileage.

Ayes: All

Motion carried

Appointments to the Zoning Board of Appeals

Moved by Elaine M. Misiak, supported by Michael Grohowski, to re-appoint Michael T. Smith and Patricia Blaser to the Zoning Board of Appeals for terms ending February 1, 2018.

Ayes: All

Motion carried.

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Appointments to the Board of Review

Moved by Elaine M. Misiak, supported by Diane Mucciante, to re-appoint Arthur Lewandowski, LeRoy Flanner Jr., Theresa Szczerowski, and Nancy Schellie to the Board of Review for terms ending 12/31/2016.

Ayes: All

Motion carried

Quarterly Meeting

The quarterly meeting of the Presque Isle County Chapter of Township Officials will be held in Krakow Township on January 6, 2015. Moved by Michael T. Smith, supported by Roger K. Witherbee, to approve the purchase of supplies by Clerk Misiak for the quarterly meeting of township officials.

Ayes: All

Motion carried

Citizens' Comments

Topics: Bike trail on E 638 Highway, dates for E 638 Highway road projects, danger on curve with culvert lacking guardrail, and building a fishing ramp

Board Comment

Topic: Material for website

Adjourn

Moved by Roger K. Witherbee, supported by Michael T. Smith, to adjourn the meeting.

Ayes: All

Motion carried.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Elaine M. Misiak, Clerk
TOWNSHIP OF KRAKOW

Approved: January 13, 2015