

ALGOMA TOWNSHIP BOARD MINUTES  
MARCH 27, 2007

A special meeting of the Algoma Township Board was held on Tuesday March 27, 2007 at the Algoma Township Hall, 10531 Algoma Ave., Rockford, MI 49341. Supervisor Hoemke called the meeting to order at 7:00 p.m.

**PRESENT:** Supervisor Hoemke, Clerk J. Bigney, Treasurer Ellenwood, and Trustees W. Bigney and Gilcrest.

**PURPOSE:** Primary purpose is to hold a 2007/08 Budget Public Hearing and adopt the 2007/08 Annual Township Budget and Tentative Tax Rates for 2007.

**AGENDA APPROVAL:**

Member W. Bigney made a motion seconded by Member Gilcrest to approve the Agenda as presented. Motion carried by a voice vote.

**BUSINESS:**

TOWNSHIP PARK FEE SCHEDULE (RES. #09-07):

Member J. Bigney reported that this is the final copy of a resolution and fee schedule adopted by the Board at the last meeting where there was not a printed copy of the resolution in the members' packets. The Board was in agreement that the language was correct as approved at the last meeting and that the Clerk could file the resolution and fee schedule.

TOWNSHIP HALL JANITORIAL SERVICE CONTRACT:

Member J. Bigney reported that she got a reply from Nancy and Bonnie the Township Hall cleaners regarding the new service contract and request for proof of liability and workers compensation insurance. She said that the cleaners have decided that it is not in their best interest to continue cleaning for the Township but would continue interim while a new service was sought after. Supervisor Hoemke stated that he did not think it would be appropriate to allow them to continue cleaning if they did not have the proper insurance. Member J. Bigney made a motion seconded by Member W. Bigney to terminate the service contract with Nancy and Bonnie for the cleaning of the Township Hall effective March 31, 2007, and to seek proposals for new services through a newspaper advertisement or by calling providers in our area. Motion carried by a voice vote.

JOHN HANCOCK PENSION REDUCTION RESOLUTION (RES. #10-07):

Member J. Bigney reported that Burnham & Flower Insurance Group would like the Board to adopt a resolution amending the Pension Compensation amount and also establishing Eligible Classes of Employees for the different compensation percentages. She reminded the Board that they approved the change last month through an informal motion but that B&F would like a more formalized approval. She also reported that Burnham & Flower would like both the Clerk and Supervisor to sign the resolution because both are registered as having the authority to sign for the pension documents.

Member W. Bigney made a motion seconded by Member Gilcrest that Resolution #10-07 (a resolution authorizing an amendment to the Algoma Township Group Pension Plan, creating

Class I (10% of Pension Compensation) – All Elected Officials and all Full Time Employees hired on or after April 1, 2007 and Class II (15% of Pension Compensation) – All Full Time Employees hired before April 1, 2007) be adopted.

AYES: Hoemke, Gilcrest, W. Bigney, J. Bigney, Ellenwood

NAYS: None

ABSENT: None

ABSTAINED: None

Motion carried. Resolution declared adopted and is on file in the Clerk's Office.

LOAN TO BUILDING FUND (RES. #11-07):

Supervisor Hoemke directed the Board's attention to the proposed budget for the Building Fund noting that the surplus in fund balance has 'vanished into thin air'. He reported that there has been a 10% drop each year in the balance due to the decrease in applications for building permits and that there no reason no to believe that it won't drop another 10% this year. He said that if nothing is done this year then next year there will 'have' to be something done. He proposed a loan to the Building Fund from the General Fund of \$30,000.00 and only if the Building Fund needs it as the year goes by. This loan may or may not be paid back depending on the balance of the Building Fund in later years and that would depend on the economy.

Member J. Bigney made a motion seconded by Member W. Bigney that Resolution #11-07 (a resolution to authorize a transfer of \$30,000.00 to the Algoma Township Building Fund from the Algoma Township General Fund on as add needed basis) be adopted.

AYES: Gilcrest, W. Bigney, J. Bigney, Ellenwood, Hoemke

NAYS: None

ABSENT: None

ABSTAINED: None

Motion carried. Resolution declared adopted and is on file in the Clerk's Office.

ACCIDENT FUND WORKERS COMPENSATION QUOTE:

Clerk J. Bigney presented the Board with a quote from Accident Fund Insurance Company for Workers Compensation Insurance in the amount of \$11,928.00, which is significantly less that the amount recently charged by Amerisure Insurance Company. Member Ellenwood made a motion seconded by Member W. Bigney to approve the quote from Accident Fund Insurance Company and authorize Clerk J. Bigney to sign and fax back to Burnham & Flower Insurance Group. Motion carried by a voice vote.

YEAR END INVOICES:

Supervisor Hoemke reported that the Fire Fund has paid the remaining \$30,000.00 of the \$50,000.00 it borrowed earlier this year back to the General Fund with this batch of invoices. Member W. Bigney made a motion seconded by Member Ellenwood to approve the payment of the 2006/07 Fiscal Year End Invoices. Motion carried by a voice vote and the list of invoices are attached to these minutes.

**SPECIAL BOARD MINUTES OF MARCH 21, 2007:**

Member Ellenwood made a motion seconded by Member W. Bigney to approve the Special Township Board Minutes of March 21, 2007 as presented. Motion carried by a voice vote.

**2007/08 BUDGET PUBLIC HEARING:**

Supervisor Hoemke reported that the 2007/08 Budget Public Hearing was published as required by law and then opened the public hearing for comment at 7:35 p.m. Since there was no public in attendance for comment Supervisor Hoemke immediately closed the public hearing.

**ADOPTION OF 2007/08 FISCAL YEAR BUDGET:**

Supervisor Hoemke reviewed the budget with members noting that the Fire Fund has completely paid back the \$50,000.00 it borrowed earlier in the year and that the Fire Department won't need anymore trucks or large equipment but would just need to maintain what it already has. He reported that he will be coming back at a later date with issues regarding the Camp Lake Sewer System and that the Sewer O&M Budget will most likely need to be looked at again at that time.

Member W. Bigney made a motion seconded by Member Gilcrest that Resolution #12-07 (a resolution approving 2007/08 Annual Township Budget and Determining Property Tax Rates for Support of Budget) be adopted.

AYES: W. Bigney, J. Bigney, Ellenwood, Hoemke, Gilcrest

NAYS: None

ABSENT: None

ABSTAINED: None

Motion carried. Resolution declared adopted and is on file in the Clerk's Office.

**ADJOURNMENT:**

Member W. Bigney made a motion seconded by Member J. Bigney to adjourn the meeting at 7:55 p.m. Motion carried by a voice vote.

---

Judy A. Bigney  
Algoma Township Clerk

## Year End Bills to be Paid

Attached to March 27, 2007 Special Twp. Board Meeting

| Check#       | Date       | Vendor/Employee                 | Transaction                     | Amount               |
|--------------|------------|---------------------------------|---------------------------------|----------------------|
| <b>Fund</b>  | <b>101</b> | <b>GENERAL FUND</b>             |                                 |                      |
| 101010678    | 3/26/2007  | SAM'S CLUB                      | OFFICE SUPPLIES                 | \$ 161.74            |
| 101010679    | 3/26/2007  | KENT COUNTY CLERKS ASSOC.       | OVAL STAMPERS                   | \$ 8.60              |
| 101010680    | 3/26/2007  | KONICA MINOLTA                  | COPIER                          | \$ 6,889.00          |
| 101010681    | 3/26/2007  | 360 SERVICES, INC               | ASMT. CHANGE NOTICES            | \$ 495.67            |
| 101010682    | 3/26/2007  | AT&T                            | PHONES                          | \$ 277.70            |
| 101010683    | 3/26/2007  | ALGOMA TOWNSHIP                 | NSF/WINTER 2006                 | \$ 83.93             |
| 101010684    | 3/26/2007  | JUDY BIGNEY                     | AUTO EXPENSE                    | \$ 160.27            |
| 101010685    | 3/26/2007  | CHARTER COMMUNICATIONS          | INTERNET SERVICE                | \$ 89.99             |
| 101010686    | 3/26/2007  | CONSUMERS ENERGY                | ELECTRIC                        | \$ 605.70            |
| 101010687    | 3/26/2007  | DTE ENERGY                      | HEAT                            | \$ 629.33            |
| 101010688    | 3/26/2007  | DENNIS HOEMKE                   | NOV.'06-MAR.'07 AUTO EXPENSE    | \$ 189.15            |
| 101010689    | 3/26/2007  | INTEGRITY                       | OFFICE SUPPLIES                 | \$ 218.99            |
| 101010690    | 3/26/2007  | KENT COUNTY TREASURER           | FEBRUARY LAW ENFORCEMENT        | \$ 5,975.24          |
| 101010691    | 3/26/2007  | HEIDI MCCANN                    | AUTO EXPENSE                    | \$ 30.06             |
| 101010692    | 3/26/2007  | MICHIGAN ASSESSORS ASSOC.       | MEMBERSHIP DUES                 | \$ 75.00             |
| 101010693    | 3/26/2007  | MICHIGAN BUILDING & MECHANICAL  | SPRING MAINTENANCE              | \$ 297.00            |
| 101010694    | 3/26/2007  | MIKA, MEYERS, BECKETT & JONES   | LEGAL SERVICES                  | \$ 12,783.50         |
| 101010695    | 3/26/2007  | MICHIGAN TOWNSHIPS ASSOCIATION  | TWP. GUILD TO PLANNING & ZONING | \$ 45.00             |
| 101010696    | 3/26/2007  | OFFICE DEPOT, INC.              | LATERAL FILE                    | \$ 639.98            |
| 101010697    | 3/26/2007  | PITNEY BOWES                    | RENTAL FOR MACHINES             | \$ 408.00            |
| 101010698    | 3/26/2007  | PRINT METRO                     | ENVELOPES                       | \$ 98.00             |
| 101010699    | 3/26/2007  | ROCKFORD PEST SERVICE           | TREATMENT FOR INSECTS           | \$ 75.00             |
| 101010700    | 3/26/2007  | SIEGFRIED CRANDALL PC           | INSTALL NEW COMPUTERS/COPIER    | \$ 1,100.00          |
| 101010701    | 3/26/2007  | VENMAN'S LANDSCAPE SERVICE      | BURIAL BITELY & STEWART         | \$ 680.00            |
| 101010702    | 3/26/2007  | WEST MICHIGAN UNIFORM           | RUG RENTAL                      | \$ 27.35             |
| <b>TOTAL</b> |            |                                 |                                 | <b>\$ 32,044.20</b>  |
| <b>Fund</b>  | <b>206</b> | <b>FIRE DEPARTMENT FUND</b>     |                                 |                      |
| 206010580    | 3/26/2007  | AT&T                            | PHONE                           | \$ 124.11            |
| 206010581    | 3/26/2007  | ALGOMA TOWNSHIP                 | REIMB. FOR PAYROLL              | \$ 117,868.65        |
| 206010582    | 3/26/2007  | ALGOMA TOWNSHIP                 | LOAN PAYMENT/IN FULL            | \$ 30,000.00         |
| 206010583    | 3/26/2007  | ALGOMA TOWNSHIP                 | NSF CHECK/WINTER 2006           | \$ 78.37             |
| 206010584    | 3/26/2007  | APOLLO FIRE EQUIPMENT           | HOSES/EQUIPMENT                 | \$ 242.87            |
| 206010585    | 3/26/2007  | CHARTER COMMUNICATIONS          | INTERNET                        | \$ 90.07             |
| 206010586    | 3/26/2007  | DOUGLASS SAFETY SYSTEMS, LLC    | SUPPLIES                        | \$ 411.50            |
| 206010587    | 3/26/2007  | DTE ENERGY                      | HEAT                            | \$ 540.99            |
| 206010588    | 3/26/2007  | EXXON MOBIL                     | FUEL FOR FIRE TRUCKS            | \$ 392.79            |
| 206010589    | 3/26/2007  | NEXTEL COMMUNICATIONS           | CELL PHONES                     | \$ 84.42             |
| 206010590    | 3/26/2007  | TELE-RAD INC.                   | REPAIR MINITOR                  | \$ 109.50            |
| <b>TOTAL</b> |            |                                 |                                 | <b>\$ 149,943.27</b> |
| <b>Fund</b>  | <b>249</b> | <b>BUILDING DEPARTMENT FUND</b> |                                 |                      |
| 24901587     | 3/26/2007  | ALGOMA TOWNSHIP                 | REIMB. FOR PAYROLL              | \$ 36,696.46         |
| 24901588     | 3/26/2007  | INTERNATIONAL CODE COUNCIL      | MEMBERSHIP DUES                 | \$ 100.00            |
| 24901589     | 3/26/2007  | NEXTEL COMMUNICATIONS           | CELL PHONE                      | \$ 21.09             |
| <b>TOTAL</b> |            |                                 |                                 | <b>\$ 36,817.55</b>  |
| <b>Fund</b>  | <b>590</b> | <b>SEWER O &amp; M</b>          |                                 |                      |
| 59002464     | 3/26/2007  | CONSUMERS ENERGY                | ELECTRIC AT PUMP STATIONS       | \$ 282.77            |
| 59002465     | 3/26/2007  | MIDSTATE SECURITY CO            | MONTHLY MONITORING              | \$ 165.00            |
| <b>TOTAL</b> |            |                                 |                                 | <b>\$ 447.77</b>     |