

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the January 27, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, January 27, 2022 at 7:00p.m.

Present: Supervisor: Toby Kuznicki. Clerk: Danielle Wirgau, Trustee: Robert Hopp, Treasurer: Candy Peltz

Absent: Trustee Rich Kamyszek

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the December 23rd, 2021meeting minutes with corrections.

Approval of the January 27, 2022 meeting agenda with addition.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Danielle Wirgau. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Danielle Wirgau, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5824 to #5835 and Credit Card Bill for a total of \$5,129.04. Motion Carried

Old Business:

Vacant Trustee Position and building grounds position: Mention of a couple other possibilities.

Corrective action plan: emailed other townships, got a couple replies, but no interest. Going to email other counties.

20/21 Budget: done

New Business:

Caretaker's Report: water sample paperwork is unclear going to talk to Zach next week. Everything else is good.

Wedding here this past weekend. Hall was inspected day before event and the renters said there were flies everywhere and the fridges weren't clean. Hall license needs to be put in display. CO2 tanks were empty, their tank leaked out within a half hour. Going to give reimbursement for \$80.00 for running to get new tank and cost of tank.

Rental Rate: having issues discerning between residents and nonresidents to charge the different rates.

Maintenance Report: nothing to report

Clerk's Report: 2022 audit engagement letter: made by Danielle Wirgau, seconded by Candy Peltz.

Candy Peltz - yes

Rob Hopp - yes

Danielle Wirgau - yes

Rich Kamyszek - absent

Toby Kuznicki – yes. motion carried

Budget amendments: motion to approve budget amendments in the amount of \$4950.00 as presented made by Toby Kuznicki, seconded by Candy Peltz. Motion passed

Candy Peltz - yes

Rob Hopp - yes

Danielle Wirgau - yes

Rich Kamyszek - absent

Toby Kuznicki – yes. motion carried.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: Nothing to report.

Fire Board: looking into getting a truck and some new radios. Radios are going to cost \$600.00/piece.

Ambulance Board: no meeting

Supervisor's Report:

CLERF: final rule update: don't have to do the revenue loss calculation to use funds in the revenue loss category, can use this category for things like roads, building updates and parking lots.

Motion to set up reporting account with supervisor as acct admin and clerk as point of contact made by Candy Peltz seconded by Danielle Wirgau. Motion carried.

Motion to authorize SOME to do reporting for CLERF money made by Danielle Wirgau seconded by Candy Peltz.

Strategic Planning: looking into a couple things to help make CLERF money go farther with Red Cross Disaster Relief area like grants and local programs that we could qualify for. Interest in updating Lighting, ansul system, septic system, well, generator, and coolers.
Census Survey: treasurer email was in census contact info, toby changed email to supervisor's email.
BOR: we have the certificates for the BOR members therefor they do not need the training.

Correspondence: Bridal Tab: Motion to renew bridal tab in newspaper made by Candy Peltz, seconded by Danielle Wirgau. Motion passed.

EGLE paperwork for Kreeger seed farm.

Snow Plow Bid: Motion to award plow bid retroactive to December 23rd, 2022 made by Danielle Wirgau, seconded by Candy Peltz.

Candy Peltz - yes

Rob Hopp - abstain

Danielle Wirgau - yes

Rich Kamyszek - absent

Toby Kuznicki – yes. Motion carried

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Danielle Wirgau to adjourn the meeting at 8:30pm. The next regular meeting to be held Thursday, January 27th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the February 24, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, February 24, 2022 at 7:00p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Treasurer: Candy Peltz

Absent: Clerk Danielle Wirgau

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the January 27, 2021 meeting minutes with corrections.

Approval of the February 24, 2022 meeting agenda with addition.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Rob Hopp. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Candy Peltz, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5836 to #5845 and Credit Card Bill for a total of \$5,253.57. Motion Carried

Old Business:

Vacant Trustee Position and building grounds position: Rich Kamyszek resigned as of February 4th 2022. Letter of resignation was read and accepted by all. Justin Schalk has expressed interest in position and motion made by Candy Peltz, seconded by Rob Hopp to appoint Justin Schalk as Trustee. Justin was sworn in and keys will be turned over at next meeting.

Corrective action plan: emailed other townships, got a couple replies, but no interest. Going to email other counties.

20/21 Budget: done

New Business:

Caretaker's Report: water sample are good, Hall is booked for May, June and July.

Maintenance Report: when it was -20 degrees, Robs topped to check on the hall and had no hot water, He found a pipe that was froze and got it fixed before it broke. May need to look into putting heat tape on some pipes. **Summit was here and did inspection on lights and fire extinguishers. boiler inspection was done.**

Clerk's Report: 2022 audit engagement letter was sent.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: Nothing to report.

Fire Board: paid bills and have a completion date of 7/25/22. There will be a \$1000.00 a day fine every day past that.

Ambulance Board: Rob Hopp was sick and missed meeting

Supervisor's Report:

CLERF: Toby has set up the Clerf and has created his point of contact, Clerk needs to do same.

Strategic Planning septic tank is a 1500 gal tank and was installed in 1986. The well was installed in 1999 and is 203' deep. Septic needs to be pumped in the spring. Toby talked to **Health Department**, who said that if we have less than 60 renters a year we only need to do water samples once a year. Motion was made by Candy Peltz, seconded by Rob Hopp for toby to fill out paperwork to go forward. Would like to get quote from standard electric for updates to hall. Had a meeting with Dave Kowalski at road commission to discuss using funds for roads, he is going to get us prices.

BOR: Nancy Grulke called about BOR reimbursement, board made motion to reimburse only required training.

Correspondence: none

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Rob Hopp to adjourn the meeting at 8:12pm. The next regular meeting to be held Thursday, March 24th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the March 24, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, March 24, 2022 at 7:00p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau

Absent: Treasurer: Candy Peltz

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the February 24, 2021 meeting minutes with corrections.

Approval of the March 24, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Danielle Wirgau, support by Rob Hopp. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Rob Hopp, supported by Justin Schalk, to pay the bills as presented: General Fund vouchers; #5846 to #5857 and Credit Card Bill for a total of \$6,451.69. Motion Carried

Two checks in bill run this month were previously wrote, were not cashed. In order to keep books straight checks were rewrote.

Old Business:

Building and Grounds Position: Motion to hire Justin Schalk to vacant building and Grounds position made by Danielle Wirgau, seconded by Rob Hopp. Motion carried

Candy Peltz: absent

Rob Hopp- yes

Danielle Wirgau- yes

Justin Schalk- abstain

Toby Kuznicki- yes

Corrective action plan: BS&A training- Need updated quote.

Year-end Procedure: Will do as were going through in June.

New Business:

Caretaker's Report: rental this weekend. There are a couple available weekends through this summer. Water samples only have to be done once a year.

Maintenance Report: Heating in hall is not working, thinking there are zone valves and thermostats not working. Going to have it looked at and get estimate to fix.

Clerk's Report: Filing deadline for new board members is April 19th or end of July is not party affiliated. Chamber would like to rent the hall, but the Township must be a member. Going to table the decision until we know if we would have it every year.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: Nothing to report.

Fire Board: has a list of things they are looking to get for the new hall using money from the county.

Ambulance Board: off month.

Supervisor's Report:

CLERK: Reporting due APRIL 30TH. POINT OF CONTACT NEEDS TO BE SET UP.

Strategic Continued conversation with the county clerk and emergency coordinator about using the hall as an incident command center. We would need good internet and good cell coverage. Sarah Melching, the emergency coordinator could apply for grants that could help as well as county funds. She wants to get a plan together before going to the county. Using the county funds to make this a command center by getting the internet, and a back up generator would free up our funds to do other improvements to qualify us. Red Cross coordinator will be here when weather breaks to come for a walk through. Got current incentives(rebates) from PIE&G.

BOR: Sally and Nancy were both at the meetings.

Census 2020: due to drop in populations according to 2020 census state revenue sharing will drop. There will be no payment in April, and a drop in following payments.

2022 MSP asset foreclosure report has been completed.

Correspondence: PIE&G gas rates, Rogers City Fire Authority Budget. Township Attorney sent Draft Road milage ballot language

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Rob Hopp, supported by Danielle Wirgau to adjourn the meeting at 8:46pm. The next regular meeting to be held Thursday, April 28th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the April 27, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, April 27, 2022 at 7:05p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the April 27, 2022 meeting minutes.

Approval of the May 26, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Rob Hopp. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Danielle Wirgau, supported by Justin Schalk, to pay the bills as presented: General Fund vouchers; #5876 to #5886 and Credit Card Bill for a total of \$4,528.44. Motion Carried.

Old Business:

Corrective action plan: BS&A training- forgot to follow up on phone call, did call Krakow clerk to talk about

Year-end Procedure: Will do as were going through in June.

New Business:

Caretaker's Report: nothing to report. Rentals are starting, cemetery will be mowed by this weekend

Maintenance Report: called Brad and got work done. Thermostat is working. Going to leave light that is burnt out for now, until we decide if we are going to update lighting.

Clerk's Report: Clerk Continued education is next week Wednesday, Election training is coming in July.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: Nothing to report.

Fire Board: There was an electrical fire in one of the trucks, have to fix truck. Have a new guy coming on and one person needs a new pager.

Ambulance Board: no meeting

Supervisor's Report:

2022/23 Belknap wages and fees: motion to approve wage schedule with corrections to additional info on the bottom made by Candy Peltz, supported by Rob Hopp. Motion passed

Candy Peltz yes

Justin Schalk yes

Rob Hopp yes

Danielle Wirgau yes

Toby Kuznicki yes

22/23 FY budget: motion to approve 22/23 budget with general fund projected revenue of 100560, expenditures of 89431, road fund revenue of 27200, expenditures of 0 and liquor fund revues and expenditures of 0 made by Justin Schalk seconded Candy Peltz. Motion passed

Candy Peltz yes

Justin Schalk yes

Rob Hopp yes

Danielle Wirgau yes

Toby Kuznicki yes

PIE&G Liaison- Toby appointed as PIE&G Liaison. Motion by Candy Peltz, seconded by Danielle Wirgau. Motion passed

CLERF- no update.

Hall updates- discussed some quotes for updating hall in many areas.

County Proposal submission: Motion made by Danielle Wirgau, supported Candy Peltz by to submit proposal to county commissioners for use of ARPA funds. Motion passed.

Correspondence: PIE&G Liasson board meeting invite, local zoning info for solar panels.

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:27pm. The next regular meeting to be held Thursday, May 26th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

Belknap Township Budget Hearing Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the May 26th, 2022 Meeting

The meeting of the Belknap Township Budget Hearing was called to order by Allan Berg on Monday, May 26th, 2022 at 7:00 p.m.

Present: Supervisor: Toby Kuznicki, Clerk: Danielle Wirgau, Trustees: Robert Hopp and Justin Schalk, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): No Comment

Discussed budget

Public Comment: (5-minute time limit): No comment

Adjournment: A motion was made by Danielle Wirgau, supported by Candy Peltz to adjourn the meeting at 7:04pm.

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the **May 26, 2022 Meeting**

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, **May 26, 2022** at 7:05p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the April 27, 2022 meeting minutes.

Approval of the May 26, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Rob Hopp. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Danielle Wirgau, supported by Justin Schalk, to pay the bills as presented: General Fund vouchers; #5876 to #5886 and Credit Card Bill for a total of \$4,528.44. Motion Carried.

Old Business:

Corrective action plan: BS&A training- will discuss for new budget year

Year-end Procedure: Will do as were going through in June.

New Business:

Caretaker's Report: nothing to report. Rentals are starting, cemetery will be mowed by this weekend

Maintenance Report: called Brad and got work done. Thermostat is working. Going to leave light that is burnt out for now, until we decide if we are going to update lighting.

Clerk's Report: Clerk Continued education is next week Wednesday, Election training is coming in July.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: Nothing to report.

Fire Board: There was an electrical fire in one of the trucks, have to fix truck. Have a new guy coming on and one person needs a new pager.

Ambulance Board: no meeting

Supervisor's Report:

2022/23 Belknap wages and fees: motion to approve wage schedule with corrections to additional info on the bottom made by Candy Peltz, supported by Rob Hopp. Motion passed

Candy Peltz yes

Justin Schalk yes

Rob Hopp yes

Danielle Wirgau yes

Toby Kuznicki yes

22/23 FY budget: motion to approve 22/23 budget with general fund projected revenue of \$100560.00, expenditures of \$89431.00, road fund revenue of \$27200.00, expenditures of \$0.00 and liquor fund revues and expenditures of \$0.00 made by Justin Schalk seconded Candy Peltz. Motion passed

Candy Peltz yes

Justin Schalk yes

Rob Hopp yes

Danielle Wirgau yes

Toby Kuznicki yes

PIE&G Liaison- Toby appointed as PIE&G Liaison. Motion by Candy Peltz, seconded by Danielle Wirgau. Motion passed

CLERF- no update.

Hall updates- discussed some quotes for updating hall in many areas.

County Proposal submission: Motion made by Danielle Wirgau, supported Candy Peltz by to submit proposal to county commissioners for use of ARPA funds. Motion passed.

Correspondence: PIE&G Liasson board meeting invite, local zoning info for solar panels.

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:27pm. The next regular meeting to be held Thursday, June 23rd, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the June 23, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, June 23, 2022 at 7:03p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the May 26, 2022 regular meeting minutes with corrections and May 26, 2022 budget hearing meeting minutes.

Approval of the June 23, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Danielle Wirgau. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Justin Schalk, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5887 to #5898 and Credit Card Bill for a total of \$5,248.36. Motion Carried.

Old Business:

Corrective action plan: BS&A training- will discuss for new budget year.

Year-end Procedure: Will do as were going through in June.

New Business:

Caretaker's Report: nothing to report.

Maintenance Report: Communication: need to have a calendar with rentals for all maintenance people to know when there is a rental and going to develop a checklist for maintenance workers.

Clerk's Report: Motion to approve budget amendments in the amount of 636.00 made by Candy Peltz seconded by Rob Hopp.

Motion passed. Will work on sam.gov account this month. Going to get prices on computer this month for elections.

Treasurer's Report: Nothing to report.

Trustee's Report: general report: summit called about missing bill

Fire Board: working on fire hall still.

Ambulance Board: did not attend.

Supervisor's Report:

BOR: July meeting coming up

Completed spring 2022 MTA/UofM spring 2022 MI public policy survey: survey about public policy survey.

CLERF- reporting is complete

Presque Isle County Board Request for Informal proposal update: won't be discussed until July Meeting.

Contractor updates: had more contractors out to look at more updates for the hall

Red Cross: no use agreement yet, emailing once a week for letter of support for generator.

Correspondence: PIE&G Liasson board meeting invite, DTE solar and natural gas updates.

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 7:58pm. The next regular meeting to be held Thursday, July 28th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the July 28, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, July 28, 2022 at 7:00p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the June 23, 2022 regular meeting minutes with corrections.

Approval of the July 28, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Danielle Wirgau. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Justin Schalk, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5899 to #5910 and Credit Card Bill for a total of \$6,652.00. Motion Carried.

Old Business:

BS&A: Will call tomorrow for updated prices on training.

Year-end Procedure: Will do as were going through in July

New Business:

Caretaker's Report: Candy willing to work with Caretaker and Maintenance workers to come up with the hall cleaning checklist. Not going to allow refunds due to covid at this point.

Maintenance Report: going to work with Justin and Connie to get Justin acquainted with hall processing. Mentioned repainting the wall, need to put new switches in for the fans, and replacing the lights in the kitchen.

Clerk's Report: motion to order new election computer for up to \$599.99 from staples made by Toby Kuznicki supported by Candy Peltz. Motion passed. Computer bill to be reimbursed by grant. hall set up for elections will be Monday at 7. Will bill for elective training for Inspectors per the board.

Treasurer's Report: taxes are going good, computer quit working last night. Going to order a new one from J and L

Trustee's Report: general report: nothing to report

Fire Board: 15 minute meeting. Ran out of room at old hall so are storing truck at resident's house.

Ambulance Board: no meeting

Supervisor's Report:

BOR: Changes have been made to our books

Assessor committee discussion: Allan is asking for a representative to meet with to keep boards up to date with changes with the assessing department. Postpone action until further info is available.

Supervisor and assessor warrant: done and signed to be sent with tax roll

CLERF: working on making reporting easier when we start spending money

Presque Isle county proposal: moved meeting, now we are waiting to see response. We did get a Red Cross letter of support for proposal.

Misc.: got proposal for new service from PIE&G to update service.

Correspondence: Emails with Allan Berg and Larry Metzner.

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:39pm. The next regular meeting to be held Thursday, August 25th, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

**Belknap Township Election Commission Meeting Held at Belknap
Township Hall, Presque Isle County, Michigan – July 28th, 2022**

The meeting was called to order at 6:39 PM with Supervisor Toby Kuznicki, Treasurer Candy Peltz and Clerk Danielle Wirgau present.

A motion was made by Candy Peltz, seconded by Toby Kuznicki to approve the Election Commission minutes of April 26th, 2021. Motion Carried.

A motion was made by Toby Kuznicki, seconded by Candy Peltz to appoint Terry Basel as Election Chairperson, and Jessica Claus, Joyce Schwiesow, Kathleen Berg, Roger Fleming and Bonnie Grulke as Election Inspectors for the August 2nd, 2022, Primary Election for Belknap Township. Motion Carried.

A motion was made by Candy Peltz, seconded by Toby Kuznicki, to appoint Terry Basel and Joyce Schwiesow to the receiving board for Belknap Township. Motion Carried.

Motion made to adjourn meeting by Candy Peltz, supported by Toby Kuznicki. The meeting adjourned at 6:41PM.

Respectfully submitted,

Danielle Wirgau,
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the August 25, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, August 25, 2022 at 7:01p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the July 28, 2022 regular meeting minutes with corrections.

Approval of the August 25, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Candy Peltz, support by Danielle Wirgau. Motion Carried.

Presentation & Payment of Bills:

A motion was made by Candy Peltz, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5899 to #5929 and Credit Card Bill for a total of \$6,849.92. Motion Carried.

Old Business:

BS&A: called them Monday and am still waiting for a call. Will call every week to get updated quotes.

Year-end Procedure: in progress.

New Business:

Caretaker's Report: Cleaning Checklist: done

Maintenance Report: maintenance checklist: done

Called Nick Hartford.

Clerk's Report: Audit Scheduled for late October.

Election results: all went well. Road Millage passed.

Sam.gov got an email back that the support I attached to the incident was not considered valid will contact MTA to see if they can help.

Motion to buy ring light for ballot drop box for up to 200.00 to be submitted for reimbursement to BOE made by Candy Peltz, supported by Justin Schalk. Motion passed.

Treasurer's Report: not balancing issue was from check made to J and L that was never cashed. Issue is fixed.

Trustee's Report: general report: nothing to report

Fire Board: made 10 payments to contractors, won't be in to building by September due to pipe and electrical issues.

Ambulance Board: trying to get new ambulance.

Supervisor's Report: assessor committee: going to appoint Toby Kuznicki to handle assessing committee

CLRF: made project list and list of quotes that have been compiled.

Motion to approve some of CLRF money to be spent on Emergency Readiness Improvements including upgrading fire suppression system, hood cleaning, and hood maintenance and lighting upgrade and installation for a total of 20,846.24 made by Candy Peltz, seconded by Rob Hopp. Motion passed.

Justin Schalk: yes

Rob Hopp: yes

Candy Peltz: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Presque Isle County proposal: update from meeting, sounds like good news.

Misc: Township Newsletter: going to do a summer newsletter next year.

Correspondence: none

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:26pm. The next regular meeting to be held Thursday, September 22, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the September 22, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, September 22, 2022 at 7:01p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau,

Absent: Treasurer: Candy Peltz

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): Sandra Owen: Possible Noise Ordinance (Provided): having issues with neighbor using bird cannon(propane cannon) at night. Has tried to stop last year and ask resident to stop use during night, but is never around house. Is happening every 15 to 30 minutes all night long. An Email has been sent to the Sheriff regarding the issue. Sandra is going to follow up with the Sheriffs Department.

***Consent Agenda:**

Approval of the August 25, 2022 regular meeting minutes with corrections.

Approval of the September 22, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report with corrected Trial Balance.

Motion made by Danielle Wirgau, support by Justin Schalk. Motion Carried. (Motion made by Danielle Wirgau due to being the only person witness to the corrected trial balance from treasurer)

Presentation & Payment of Bills:

A motion was made by Rob Hopp, supported by Justin Schalk, to pay the bills as presented: General Fund vouchers; #5930 to #5940 and Credit Card Bill for a total of \$5,613.03. Motion Carried.

Old Business:

Year-end Procedure: audit proceedings/paperwork will be done this weekend

New Business:

Caretaker's Report: doing inventory on stuff in kitchen. Rental from September cancelled, got another rental for jury duty.

Maintenance Report: needs to go through chairs and tables and check/fix rubber stoppers on tables and chairs for new floor.

Motion to approve RGM Wood Floors to redo the floors in the hall for \$6,650.00(CLERF(Covid) money **to be used for Emergency Readiness Improvements**) made by Justin Schalk, seconded by Rob Hopp. Motion passed. Need to schedule around chamber dinner. Need to cut door down on the table cubby before floors are done.

Candy Peltz: absent

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Clerk's Report: BS&A training proposal: Motion made to go forward with the proposal for \$1000.00 for training in GL made by Toby Kuznicki, seconded by Justin Schalk. Motion passed. Clerk is authorized to sign proposal and set up date.

Candy Peltz: absent

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Budget Adjustment: motion to approve September budget adjustments as presented made by Justin Schalk, seconded by Rob Hopp. Motion passed.

~~Motion to transfer \$500.00 of the Covid money(101-000-339.000) to the repairs and maintenance account(101-265-934.000) and adjust the bottom line of the budget to cover the bill from Josh Vogelheim for washing the hood of the kitchen ansul system for Emergency readiness improvements made by Justin Schalk, seconded by Rob Hopp. Motion passed.~~

Motion to transfer \$6,992.17 of the Covid money(101-000-339.000) to the federal revenue account(101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account(101-265-934.000) which will adjust the bottom line of the budget to cover the bill from Standard Electric for the lights for Emergency readiness improvements made by Justin Schalk, seconded by Rob Hopp. Motion passed.

Candy Peltz: absent

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Sam.gov: Email to state library has been sent

Motion to buy ring light for ballot drop box for up to 225.00 to be submitted for reimbursement to BOE made by Justin Schalk, supported by Rob Hopp. Motion passed.

Treasurer's Report: absent.

Trustee's Report: general report: found a website that would be like a community calendar to put all upgrade dates and rentals into.

Danielle Wirgau offered to help anyone learn how to use it.

Fire Board: unable to attend

Ambulance Board: no meeting

Supervisor's Report: L4029 Operating and Roads Millage: motion to Levy 1 Mil Operating at .9814 made by Danielle Wirgau, supported by Justin Schalk. Motion carried. Motion to Levy 1 mil Roads at 1.0 made by Justin Schalk, seconded by Danielle Wirgau. Motion passed.

CLRF: updates on projects. Motion to order metal signs for blocking off stairs made by Toby Kuznicki, seconded by Justin Schalk.

Motion passed. Motion to order new pop cooler from Temp-Trol for \$3648.00(CLERF(Covid) money to be used **for Emergency Readiness Improvements**) made by Danielle Wirgau, seconded by Justin Schalk. Motion passed. Toby will order.

Presque Isle County proposal: no update

Misc:

Correspondence: Assessing Office Survey: Danielle will fill out. Letter from Chamber about buying tickets to the banquet. Survey from consumers about solar energy: Toby will fill out. Johns Plumbing & Heating Contract for inspection of boiler and coolers, consensus of board not to renew.

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Danielle Wirgau, supported by Rob Hopp to adjourn the meeting at 9:01pm. The next regular meeting to be held Thursday, October 27, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the October 27, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, October 27, 2022 at 7:02p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the September 22, 2022 regular meeting minutes with corrections.

Approval of the October 27, 2022 meeting agenda with corrections.

Accept and file Clerks Budget Report and Treasurers financial report.

Motion made by Justin Schalk, support by Candy Peltz. Motion Carried.

Presentation & Payment of Bills:

Motion to transfer \$6,992.17 of the Covid money (101-000-339.000) to the federal revenue account (101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account (101-265-934.000) which will adjust the bottom line of the budget to cover the bill from Standard Electric for the lights for Emergency readiness improvements made by Candy Peltz, seconded by Justin Schalk. New bottle line of expenditures will be \$96,923.17 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Motion to transfer \$3,648.00 of the Covid money (101-000-339.000) to the federal revenue account (101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account (101-265-934.000) which will adjust the bottom line of the budget to cover the bill from Alpena Temp-Trol for the pop cooler for Emergency readiness improvements made by Rob Hopp, seconded by Candy Peltz. New bottle line of expenditures will be \$100,571.17 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

A motion was made by Candy Peltz, supported by Rob Hopp, to pay the bills as presented: General Fund vouchers; #5941 to #5951 and Credit Card Bill for a total of \$14,745.64. Motion Carried.

Old Business:

Year-End Financial update: is a work in progress.

BS&A Training: Training is scheduled for November 28th, 2022. A room is booked at the Library.

Audit Update: Going to drop off more paperwork tomorrow.

New Business:

Caretaker's Report: Team up Calendar: All parties are willing to use the online calendar and keep it updated.

Maintenance Report: got the chain, is working on getting cooler seals and the inspection on the new ansul system. Need to get guards for under the hand dryers where the walls are getting discolored.

Clerk's Report: Election setup: Sunday November 6th at 6pm evening before the election.

November Meeting: Danielle can not make it to the November meeting, moving the meeting to November 28th at 7pm.

Sam.gov Account: Never heard back from the state library. Will work on next week.

General: 60% of AV ballots are back in. Clerk will be unavailable the week of Thanksgiving.

Treasurer's Report: all is good.

Trustee's Report: general report: nothing to report

Fire Board: Supposed to be in this weekend.

Ambulance Board: new chassis on truck will cost \$250,000. Having trouble finding one.

Supervisor's Report:

CLERF update: lights are done, hoods ready for final inspection, sewer is pumped. Consensus of the board to have the supervisor work on grant applications to cover the cost of the splits and charge the labor rate for time

Presque Isle County Proposal update:

Motion to approve Hobson Electric for the generator for the hall for \$18,032.23 (PI Co. funds to be used) made by Justin Schalk, seconded by Danielle Wirgau. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Motion to approve Sweet Water Music Instruments and Pro-Audio for a sound system for the hall for \$3,101.95 (PI Co. funds to be used) made by Danielle Wirgau, seconded by Candy Peltz. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: no

Danielle Wirgau: yes

Toby Kuznicki: yes

Sale of Cooler: Justin Schalk would like to purchase the old pop cooler for 200.00. motion made by Rob Hopp, seconded by Candy Peltz. Motion carried.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: abstain

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Correspondence:

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:04pm. The next regular meeting to be held MONDAY, NOVEMBER 28, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

**Belknap Township Election Commission Meeting Held at Belknap
Township Hall, Presque Isle County, Michigan – October 27th, 2022**

The meeting was called to order at 8:11 PM with Supervisor Toby Kuznicki, Treasurer Candy Peltz and Clerk Danielle Wirgau present.

A motion was made by Candy Peltz, seconded by Toby Kuznicki to approve the Election Commission minutes of July 28th, 2021. Motion Carried.

A motion was made by Toby Kuznicki, seconded by Candy Peltz to appoint Terry Basel as Election Chairperson, and Jessica Claus, Joyce Schwiesow, Kathleen Berg, Roger Fleming and Bonnie Grulke as Election Inspectors for the August 2nd, 2022, Primary Election for Belknap Township. Motion Carried.

A motion was made by Candy Peltz, seconded by Toby Kuznicki, to appoint Terry Basel and Joyce Schwiesow to the receiving board for Belknap Township. Motion Carried.

Motion made to adjourn meeting by Candy Peltz, supported by Toby Kuznicki. The meeting adjourned at 8:13PM.

Respectfully submitted,

Danielle Wirgau,
Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the November 28, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, November 28, 2022 at 7:03p.m.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the October 27, 2022 regular meeting minutes with corrections.

Approval of the November 28, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report.

Motion made by Candy Peltz, support by Justin Schalk. Motion Carried.

Presentation & Payment of Bills:

Motion to transfer \$380.00 of the Covid money (101-000-339.000) to the federal revenue account (101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account (101-265-934.000) which will adjust the bottom line of the budget to cover the bill from Halls Serv-All for pumping the Septic for Emergency readiness improvements made by Justin Schalk, seconded by Rob Hopp. New bottom line of expenditures will be \$100,951.17 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Motion to transfer \$239.50 of the Covid money (101-000-339.000) to the federal revenue account (101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account (101-265-934.000) which will adjust the bottom line of the budget to cover the bill from Appliance Repair Co. for servicing coolers in kitchen for Emergency readiness improvements made by Rob Hopp, seconded by Candy Peltz. New bottom line of expenditures will be \$101,190.67 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Motion to authorize use of \$3,101.95 of the county and adjust the budgeted amount in the repairs and maintenance account- PI CO money (101-265-934.001) which will adjust the bottom line of the budget to cover the bill from Sweetwater Music Instruments and Pro Audio for a sound system for Presque Isle County Generator and PA Project with the county money made by Candy Peltz, seconded by Justin Schalk. New bottom line of expenditures will be \$104,292.62 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

A motion was made by Rob Hopp, supported by Justin Schalk, to pay the bills as presented: General Fund vouchers; #5952 to #5972 and Credit Card Bill for a total of \$10,291.74. Motion Carried.

Old Business:

Year-End Financial update: is a work in progress.

BS&A Training: done

Audit Update: Going to pick up paperwork tomorrow.

New Business:

Caretaker's Report: last week

Maintenance Report: motion to approve purchase of shop vac for maintenance made by Candy Peltz, seconded Justin Schalk. Motion passed.

Clerk's Report: had 340 voters, all else is well. Flag stand and signs are ordered will be here Sunday Dec 4th. Going to contact MTA about year of incorporation. Motion to authorize township to pay for the BS&A Training taken by the clerk and treasurer made by Toby Kuznicki, seconded by Justin Schalk. Motion carried

Treasurer's Report: all is good.

Trustee's Report: general report: nothing to report

Fire Board:

Ambulance Board:

Supervisor's Report:

BOR Meeting will be Wednesday Dec 14th, at 6pm.

BOR appointments: going to see if mark is interested in rejoining the BOR.

Poverty exemption: New Poverty Guidelines: Motion to approve Hardship paperwork with federal income guidelines, and Asset Test as follows:

- Limit on Cash Balances: \$2,500 (check/savings). All bank statements must be submitted with application.
- 1 personal vehicle is exempt from overall asset value limit
- Primary Residence is excluded, however, excess land over 5 acres will count toward overall asset limit.
- Annual dividend income (taxable & non-taxable) must be less than \$1,000
- Overall Asset Value Limit: \$20,000.

Motion made by Justin Schalk, seconded by Candy Peltz. Motion carried. Paperwork will be emailed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Assessing Contract: motion to approve assessing contract and inspection addendum made by Candy Peltz, seconded by Justin Schalk. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

CLERF update: thank you to maintenance guys for being here and helping. looking to get a budget together to start grant process.

Correspondence:

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Candy Peltz, supported by Justin Schalk to adjourn the meeting at 8:27pm. The next regular meeting to be held Thursday December 22, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk

Belknap Township Board Meeting Held at Belknap Township Hall, Presque Isle County, Michigan - Minutes from the December 22, 2022 Meeting

The meeting of the Belknap Township Board was called to order by Toby Kuznicki on Thursday, December 22, 2022 at 6:38p.m.
***meeting started early due to Emergency weather report.

Present: Supervisor: Toby Kuznicki, Trustees: Robert Hopp and Justin Schalk, Clerk: Danielle Wirgau, Treasurer: Candy Peltz

Absent:

Guests:

Pledge: was recited.

Public Comment: (5-minute time limit): None

***Consent Agenda:**

Approval of the November 28, 2022 regular meeting minutes with corrections.

Approval of the December 22, 2022 meeting agenda.

Accept and file Clerks Budget Report and Treasurers financial report.

Motion made by Candy Peltz, support by Justin Schalk. Motion Carried.

Presentation & Payment of Bills:

Motion to transfer \$6,650.00 of the Covid money (101-000-339.000) to the federal revenue account (101-000-339.000) and adjust the budgeted amount in the repairs and maintenance account (101-265-934.000) which will adjust the bottom line of the budget to cover the bill from RGM wood floors for redoing wood floors for Emergency readiness improvements made by Rob Hopp, seconded by Justin Schalk. New bottom line of expenditures will be \$110942.62 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

Motion to authorize use of \$18,032.23 of the county money and adjust the budgeted amount in the repairs and maintenance account – PI CO Money (101-265-934.001) which will adjust the bottom line of the budget to cover the bill from Hobson electric co for the generator for Presque Isle County Generator and PA Project with the county money made by Candy Peltz, seconded by Justin Schalk. New bottom line of expenditures will be \$128974.85 after this transaction. Motion passed.

Roll Call as follows:

Candy Peltz: yes

Justin Schalk: yes

Rob Hopp: yes

Danielle Wirgau: yes

Toby Kuznicki: yes

A motion was made by Rob Hopp, supported by Justin Schalk, to pay the bills as presented with one correction: General Fund vouchers; #5973 to #5989 and Credit Card Bill for a total of \$39,427.87, Minus check #5987(voided invoice) for \$104.88 for a final total of \$39,322.99. Motion Carried.

Old Business:

Year-End Financial update: will be done for next month.

New Business:

Caretaker's Report: lots of rentals coming in. Water samples are due next month.

Maintenance Report: need to get Bona wood floor cleaner. Going to look into prices for benches and commercial size utensils for kitchen.

Clerk's Report: budget adjustments: motion to approve budget amendments as presented for \$1100.00 made by Candy Peltz, seconded by Justin Schalk. Motion passed.

Audit update: all was well with the audit, no journal entries to be made.

Sam.gov account: call MTA

Meeting Schedule: conflict with March meeting, so looking to reschedule to Monday, March 27th at 7pm. Motion to approve schedule with corrections made by Candy Peltz, seconded by Justin Schalk. Motion passed

Treasurer's Report: all is good. Taxes are coming in.

Trustee's Report: general report: nothing to report

Fire Board: moved into new hall.

Ambulance Board: no meeting

Supervisor's Report:

BOR appointments: motion to appoint Sally Knopf and Mark Sellke as Board of Review members for 2023-2025 term made by Danielle Wirgau, seconded by Candy Peltz. Motion passed.

CLERF update: still looking into grants. Updated proposal for new service.

PI CO Project update: met with two different contractors to install the bump posts. Got quote for bump posts from Alro steel.

Misc.: going to get charger and some cords from RadioShack to go with sound system.

Correspondence: none

Public Comment: (5-minute time limit): none.

Adjournment: A motion was made by Rob Hopp, supported by Justin Schalk to adjourn the meeting at 7:38pm. The next regular meeting to be held Thursday January 26, 2022 at 7:00pm

Respectfully submitted,

Danielle Wirgau

Belknap Township Clerk