

**WEST TRAVERSE TOWNSHIP  
REGULAR BOARD MEETING  
FEBRUARY 11, 2020**

Supervisor Sandford called the meeting to order at 6:00 p.m.

Roll Call: Baker, Lauer, Hollingsworth, Baiardi, Sandford.

Visitors: Suzanne Kanine, Stu Fenton.

The Pledge of Allegiance was recited by all.

Approve Agenda and Additional Items: The agenda was approved by consensus.

Public Comments: Stu Fenton stated that he has filed to run as the County Prosecuting Attorney. Suzanne Kanine introduced herself as the current County Clerk and she will be running for that position in the upcoming election.

Approve Minutes: **Baiardi made a motion to approve the meeting minutes of January 14, 2020 as presented. Hollingsworth seconded the motion.**

**Vote: All yes.**

Correspondence: The correspondence was reviewed.

Compensation: **Sandford made a motion that therefore be it resolved that the salary of the West Traverse Township Clerk shall be increased by 2% from \$18,727.20 to \$19,104, effective April 1, 2020. Baker seconded the motion.**

**Roll Call Vote: Lauer – yes, Baker – yes, Hollingsworth – yes, Baiardi – yes, Sandford – yes.**

**Baker made a motion that therefore be it resolved that the salary of the West Traverse Township Treasurer shall be increased by 2% from \$18,727.20 to \$19,104, effective April 1, 2020. Sandford seconded the motion.**

**Roll Call Vote: Baker – yes, Lauer – yes, Baiardi – yes, Hollingsworth – yes, Sandford – yes.**

**Baker made a motion that therefore be it resolved that John Riggs' salary shall be increased by 2% from \$37,440.00 to \$38,184 for the fiscal year of April 1, 2020 to March 31, 2021.**

**Lauer seconded the motion.**

**Roll Call Vote: Lauer – yes, Baker – yes, Baiardi – yes, Hollingsworth – yes, Sandford – yes.**

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**Baker made a motion that be it resolved that as of April 1, 2020, Susan Matsko's hourly rate shall be increased by 2% from \$18.40 to \$18.80 per hour. Lauer seconded the motion.**

**Roll Call Vote: Lauer – yes, Baker – yes, Hollingsworth – yes, Baiardi – yes, Sandford – yes.**

**Sandford made a motion that be it resolved that for the period of April 1, 2020 to March 31, 2021, that Susan Matsko be granted 7 days of paid vacation, consisting of 28 hours at her hourly rate: and be it further resolved that for the period from April 1, 2020 to March 31, 2021, that Susan Matsko be granted the following paid holidays: New Years Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving and Christmas, consisting of four (4) hours of pay for each, if they fall on a regularly scheduled work day. Baker seconded the motion.**

**Roll Call Vote: Baker – yes, Baiardi – yes, Lauer – yes, Hollingsworth – yes, Sandford – yes.**

**Baiardi made a motion that therefore be it resolved that the compensation for the Appointed Positions be increased by 2% per the attached proposed compensation schedule for the fiscal year of April 1, 2020 to March 31, 2021. Baker seconded the motion.**

**Roll Call Vote: Hollingsworth – yes, Lauer – yes, Baker – yes, Baiardi – yes, Sandford – yes.**

Budget: Sandford presented the proposed Budget for 2020-2021. All of the funds were reviewed. **Baker made a motion to take the draft budget, as presented and discussed tonight, to the Public Hearing at the March 24, 2020 Board meeting. Lauer seconded the motion.**

**Vote: All yes.**

Poverty Exemptions: **Sandford made a motion that therefore be it resolved that the Board of Review shall follow the above stated policy, as presented, in granting or denying a poverty exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant. Hollingsworth seconded the motion.**

**Roll Call Vote: Hollingsworth – yes, Baker – yes, Lauer – yes, Baiardi – yes, Sandford – yes.**

**Baker made a motion to approve the 2020 Poverty Exemption Guidelines as presented. Lauer seconded the motion.**

**Vote: All yes.**

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Board of Review: **Baiardi made a motion to approve the resolution to allow resident taxpayers to protest to the Board of Review in writing. Baker seconded the motion.**

**Roll Call Vote:** Lauer – yes, Baiardi – yes, Hollingsworth – yes, Baker – yes, Sandford – yes.

**Sandford made a motion that now, therefore, be it resolved that Wednesday or Thursday of the week of the third Monday of July and Wednesday or Thursday of the week of the second Monday of December have been selected as alternate meeting days as determined in any given year by the Secretary of the West Traverse Board of Review. Baker seconded the motion.**

**Roll Call Vote:** Baker – yes, Lauer – yes, Hollingsworth – yes, Baiardi – yes, Sandford – yes.

Township Hall Remediation: A notice was published in the Petoskey News Review seeking proposals to develop a plan for renovating the exterior of the Township hall.

A Special Meeting was scheduled for February 18 at 5:00 p.m. to review the proposals that have been received.

Meeting Dates: **Lauer made a motion to approve the meeting dates for 2020-2021 as presented. Baker seconded the motion.**

**Vote:** All yes.

Cross Connection Control Program: **Baker made a motion to authorize Supervisor Sandford to sign a contract with CCRP for the cross-connection control program. Baiardi seconded the motion.**

**Vote:** All yes.

Clerk's Report: Baiardi presented her report.

Treasurer's Report: Hollingsworth presented her report.

Planning Commission: Baiardi presented her report.

Recreation/Thorne Swift: No report.

Zoning Administrator's Report: David White had presented his written report.

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LTBBOI Litigation: Sandford presented the latest update for the LTBBOI litigation.

Supervisor's Report: No report.

Approve Payables and Payroll: **Lauer made a motion to approve the payables and payroll.  
Baker seconded the motion.**

**Vote: All yes.**

Public Comments: None.

Board Comments: None.

Adjourn: The meeting was adjourned at 7:18 p.m.  
A Special Meeting is scheduled for February 18, 2020 at 5:00 p.m.  
The next regularly scheduled meeting is March 24, 2020 at 6:00 p.m.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:  
Susan Matsko  
Township Secretary

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