

**MINUTES OF THE ELM RIVER TOWNSHIP BOARD MEETING  
MAY 20, 2013**

The regular Elm River Township monthly meeting was called to order at 7:00 p.m. by Supervisor Hagan. Members present were Shawn Hagan, John Kelly, Lisa Saatio, Richard Trudgeon, Bob Sibilsky and Assessor John Botto.

**AGENDA:** Motion to approve: Saatio/Trudgeon, all voted aye.

**MINUTES OF THE APRIL 25, 2013 MEETING:** Motion to approve minutes: Kelly/Saatio, all voted aye.

**TREASURER'S REPORT:** The Treasurer's report was given by Treasurer Saatio. Bank balances were SNB Gen. Fund \$32,119.05, Tax Fund \$9,501.87, River Valley Savings \$65,986.75. Bills being paid \$11,592.07/payroll \$3,740.00. Motion to approve Treasurer's report: Kelly/Sibilsky, all voted aye.

**FIRE FUND AUDIT PRESENTATION:**

Deb Bradford from Rukkila/Negro and Associates presented a progress report of their review of our Fire Department funds: Set up fund for fire equipment and verified USDA fund balances, and tested Fire Department expenditures verifying accuracy of expenses. A draft of suggested internal controls was developed with a need to tweak, also Payroll procedures and processing need further review and refinement. Deb will meet again with Lisa prior to next board meeting to finalize her reports.

Millage review to be in next report.

Questions related to insurance were addressed by Ms. Bradford and verified that charges were correctly processed.

**BUDGET TO ACTUAL:** The continuance of the review by Rukkila /Negro impact the budget to actual, therefore an accurate report isn't available until next month.

**ASSESSOR'S REPORT:** John indicted that our PILT money was scheduled to increase by approx 1/3 with the County get a portion. John also provided info from the State on transfer of property/ownership when transfer is related to the transferee and when the use is the same. This ruling is to become effective in the system next year, Act #497.

**CORRESPONDENCE:**

Letter from the County Treasurer tax foreclosure properties Jake's Bar and 208x208 parcel near former King Philip mine. Township may have tax liability if we were to acquire.

June 30, 2013 is the date for answering. John Botto and Shawn are to investigate before our next meeting.

**CORRESPONDENCE CONT:**

Letter from Jean Marie Hagan thanking the Board on behalf of the community for the use of the ice rink this past winter.

Michigan Broadband Services announced the creation of a new website for bill paying on line etc. www.michbbs.com.

**OLD BUSINESS:** none

**NEW BUSINESS:** none

**FIRE DEPARTMENT UPDATE:** Fire Chief Reynolds questioned the cost of the audit. The General fund will be paying for the audit. John thought the audit would go back further. This was clarified by Supervisor Hagan as stated in previous meetings that we have Audited numbers for the FIRE FUND as of 3/31/11, thus we can go back to the beginning of the FIRE TRUCK millage, carry it forward to that date and the balances remaining would constitute the FIRE OPERATING FUND balance.

**ROAD COMMITTEE:** No action at this time committee Kelly/Trudgeon/ and Siller. Supervisor Hagan would like two additional members of the community to be on this committee and include STREET LIGHTS as part of their review (appropriate location, needed/unnecessary).

**PAYMENT OF BILLS:** Motion to pay bills totaling Saatio/Sibilsky, all voted aye.

**CITIZEN'S COMMENT'S:**

Mike Sabo requested trail crossing sign for the hill on either side of the Alston trail by Tapiole Residence on Emily Lake Rd.

Shawn Hagan is to check out sign replacement for Woodland cemetery and try to involve Jeffers High School Industrial Arts Program.

Rick Baumler asked question if Clerk was performing related to accounting function.

**NEXT MEETING:** June 17, 2013.

**ADJOURN:** Motion: Saatio/Sibilsky, all voted aye.

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Robert L. Sibilsky, Clerk

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Shawn Hagan, Supervisor