

BIG CREEK TOWNSHIP  
REGULAR MEETING MINUTES  
January 15, 2013  
BIG CREEK TOWNSHIP HALL

Meeting called to order at 7:00 P.M. Members present: Booth, Avery, Mitchell, Palmer, Mundt Absent: None. Others present: Fire Chief Smith, Asst. Chief Roddy, County Commissioner Boerner, County Commissioner Kischnick, and 5 members of the public.

**REPORTS:**

**Treasurer's Report:** Received State revenue sharing of \$34,000 in January; still waiting on Title I road money. Fund balances: General Fund: \$163,216.51; Cemetery Fund: \$6,833.96; Parks Fund: \$54,258.78; Road Fund: \$100,023.12; Luzerne Fire: \$38,055.75; Fire Millage: \$95,810.28.

**Fire Report:**

Chief Smith reviewed January fire report, including one structure fire this month. The following firefighters can be removed from the roster: Becky Thomson and Chuck Simpson. Chief Smith requested review of a new applicant, Daniel Barker. He has shown interest in the fire dept, attending meetings and the FF I & II class.

**Assessor's Report:**

Working on assessment roll.

Submitted report to USFS on Luzerne Park Restoration.

**ITEMS APPROVED:**

Mitchell/Palmer approve Dec. 18, 2012 minutes as presented. All ayes. Motion carried.

Avery/Palmer pay bills as presented. All ayes. Motion carried.

Mitchell/Palmer to remove Becky Thomson and Chuck Simpson from Luzerne fire dept. roster. All ayes. Motion carried.

Palmer/Mitchell to appoint Dan Barker to Fire Dept. on a probationary basis. Ayes: 4; Nays: 1. Motion carried.

Mitchell/Palmer to approve Resolution #2013-01, Annual Meeting Resolution. Roll Call Vote – All Ayes. Motion carried.

Avery/Mundt to go ahead with engineering thru C2AE for Mio and Luzerne sidewalks. All ayes. Motion carried.

**ISSUES DISCUSSED:**

Reviewed Poverty guidelines. Supervisor Booth would like the Board to consider making exemptions less than 100% and would also like to include home and 1 Acre in asset test for exemption. Would also like to eliminate 8a and just exempt the primary residence and one acre. Board to consider the proposed guidelines in February.

Policy Manual – Palmer looking for feedback on policies distributed to Board.

Palmer – Property Management:

Northwood – we need to take a look at Northwood, as it's costing us money with no return. Mitchell is preparing a flyer to advertise availability of Northwood for rental. Revisit at a later date.

Township hall - Not built to be a rental facility, offices not secure. Other rental options are currently available in the area.

Old township hall – should we consider another realtor? No listing agreement has been in effect for 4 years; Other real estate companies have been contacted previously, and not much interest was shown in listing.

Comstock/Nelson – Charge for use? Currently reservation fee is \$25.00 but no rental agreement. Should have a sign board listing any rentals for the month. Palmer will work on a rental agreement. Rates will be revisited when all facility rates are considered.

Campground: Fees currently \$10 per night – lower than any similar State, County or private facility. Review all fees and address in March.

Sidewalk engineering: Supervisor suggested we consider going forward with engineering, then take bids to determine what actual costs would be.

Budget workshop: Next mtg. 1/24/13 at 4:30 p.m.

**PUBLIC COMMENT:**

COMMISSIONER COMMENTS: Kischnick – getting to know each other and procedures that must be followed.

Commissioners have been meeting with Dept. heads.

**BOARD COMMENT:**

Blight ordinance – will be addressed with Policies and Procedures.

Hall Cleaning –We should put together a proposal of what we expect of each cleaning and how (hourly/flat fee) we'd like the bid to be presented.

Twp website: Waiting for update from County on incorporating Twp. in County website. Check. w/county and have update for Feb. meeting.

Fire Dept. Review completed – Some changes need to be made to make administration more effective.

Meeting adjourned.8:01 p.m.

Rhonda Mundt

Big Creek Township Clerk