

LAKE TOWNSHIP, HURON COUNTY
4988 W KINDE RD, CASEVILLE, MI.
BOARD OF TRUSTEES MEETING
FEBRUARY 16, 2015

Meeting was called to order at 6:30 p.m. Pledge of Allegiance was recited. Those in attendance were V. McCallum, D. Fischer, C. Kelterborn, D. Hartsell, and C. Russell. Two guests present.

Approval of Meeting Agenda: Motion made by Kelterborn, seconded by Hartsell to accept the Agenda as presented. All in favor, motion carried.

Approval of Jan. 10, 2015 Minutes: Motioned by Hartsell, seconded by Kelterborn to accept the January 19, 2015 Minutes. All in favor, motion carried.

Reports from Board Officers-

Supervisor: Nothing to report.

Treasurer: Treasurer's report is in the business packet.

Correspondence-

C.A.F.P.A. Minutes for December and January, Building Inspector Annual Report, and Zoning Administrator Report submitted. Building Inspector noted he is in conversation with owner of an unsafe structure and owner is making arrangements to use building as practice burn for Caseville Fire Department. The Inspector will also be working on other houses in disrepair in Spring. There were no site plans or inspections during the month of January, a very slow month due to Winter Season.

Village of Port Austin Fee Schedule- Kelterborn stated the Planning Commission has reviewed Port Austin Building Fees. To be discussed under Old Business.

Letter received regarding renewal of casualty/property insurance.
To be discussed under New Business.

Letter from Comcast received regarding channel changes is available at the Hall.

Letter from Wilkinson Corporation received regarding the 2015 Road Brining contract and will be discussed under New Business.

Huron County Road Commission will conduct their Annual meeting with Lake Township on April 8th, 2015 at the Road Commission Office at 11 a.m.

Petitions/Public Comments: No comments.

Payment of the Bills: Russell added Tina Main's check to the listing. Hartsell motioned to pay the bills with the addition, and Kelterborn supported it. All in favor, motion carried.

Old Business-

Procedures for Applying for a Variance: A written policy has been submitted in hopes of clarifying the ZBA application process. Kelterborn suggested changing 2nd paragraph (first sentence) wording from "all pertinent conditions..." to "any pertinent condition ..." Building Inspector, Geilhart, corrected the first paragraph from "...building permit..." to "...zoning permit..." McCallum pointed out this policy has two new additions; request for a letter from

the property owner explaining reason unable to conform to the local ordinance, and secondly, a request for a survey if the variance involves a nonconforming lot, or nonconforming structure(s). Geilhart suggested eliminating section (d.) of the last page. Board agreed. Motion made by Kelterborn, seconded by Fischer to adopt Procedures as amended as long as approved by the Township attorney. All in favor, motion carried.

Transfer Station Power: A copy of the Transfer Station warranty deed, a work load sheet, and a site plan have been procured to submit a request for a 200 amp service for the Transfer Station from DTE. Agreed to postpone further discussion about electric service until written estimate is received.

Also, McCallum has asked Dave Ferris to shop for a new propane heater to use at the Transfer Station in order to replace kerosene heater. The Township agreed to purchase it at the January Board Meeting.

Neighborhood Watch Program: Hartsell has not had a meeting with the Safety Committee yet, to discuss creating a Neighborhood Watch Program but will try to hold one by the March Board Meeting.

Fee Schedule Update: Charges from Pt. Austin Township for building and zoning fees were compared to Lake Township's. Agreed to increase Rezoning and Special Use fee to \$450, and note that if costs exceed that amount the applicant will be responsible for the balance. Motion made by Kelterborn, and seconded by Fischer. All in favor, motion carried.

Pending Items-

Target shooting and Township Hall: Nothing to report on at this time.

Garage Sale Ordinance: Received a tentative ordinance from our Township attorney, Brian Garner, today. Board asked to look it over by next meeting and be ready for discussion.

New Business-

Property & Casualty Insurance Renewal: Burnham & Flower submitted renewal contract for current Township Property & Casualty Insurance. Included with renewal were two options. First option is non-monetary suit defense. The second option was a death and dismemberment coverage for Township employees if involved in an accident while on Township business. Both options were turned down by the Board, although the non-monetary suit defense may be looked into further and opted at a later date. The insurance also offered additional terrorism coverage, beyond what the U.S. government might cover. The Board agreed not to purchase that coverage either. Motion made by Kelterborn to renew existing policy without additional options or extra terrorism coverage. Motion supported by Hartsell. All in favor, motion carried.

Huron County View Publication Renewal Contract: Resolution 2015-2 offered to renew the publishing contract with the View for a two year period. Costs will reflect a 40% discount and will be guaranteed for two years. Motion made by Kelterborn and seconded by Fischer to renew contract. Roll call vote: McCallum-aye, Fischer-aye, Hartsell-aye, Kelterborn-aye, Russell-aye. **Resolution 2015-2 adopted.**

Resolutions on Special Assessment Funds: Resolution 2015-3, to close the 2003 Special Assessment account for Foster White Sand Shores Debt Service. Motion made by Hartsell to transfer surplus funds (which are less than 5% of the original account) to the Township General Savings Account, which is authorized by Michigan law. Seconded by Fischer. Roll call vote:

Hartsell-aye, McCallum-aye, Kelterborn-aye, Fischer-aye, Russell-aye. **Resolution 2015-3 adopted.**

Second special account for Sand Rd. Debt Service established in 2003 subject to close.

Resolution 2015-4 proposed by Kelterborn to transfer balance to Township checking account and implement refund of 5% of funds in excess proportionately to contributing property owners. Seconded by Fischer. Roll call vote: Fischer-aye, McCallum-aye, Kelterborn-aye, Hartsell-aye, Russell-aye. **Resolution 2015-4 adopted.**

Building Department Administration request from Caseville: McCallum had a meeting with Terry Kelley, the City of Caseville and Caseville Township Zoning Administrator, who informed McCallum that both the City and Township would like to reinstate their own building program which was turned over to the county several years ago. Due to new regulations, it would be very cost prohibitive for them and they are inquiring as to whether Lake Township would be willing to create a joint authority so that they would be able to administer their building program under our jurisdiction. McCallum wanted to know if the Board had interest in exploring this further. After discussion among the Board and Building Inspector, T. Geilhart, a motion was made by Kelterborn and seconded by Hartsell to explore a joint Building Department. Ayes-Russell, McCallum, Hartsell, Kelterborn. Nay-Fischer. Motion carried.

Booklets donated by Senator Pavlov: Several booklets have been given to Lake Township covering the State of Michigan and its' government. They are placed on the table for the residents' acquisition, and the Township can order more if needed.

Preparation of 2015-16 Annual Budget: Review of income, and expenses conducted in preparation of adopting 2015-2016 budget.

Gypsy Moth spraying was discussed. Caseville Township asked if our Township would be spraying this year. No scouting was done in the fall as the township had not received any calls indicating infestations. Tent caterpillars are a problem but the GM spray does not help control them.

Kelterborn initiated discussion about the condition of the Township Hall. The Board agreed to consider establishing a Capital Improvement line item in the 2015-2016 budget for \$25,000 to be used in potential land purchase/building acquisition as needed. As of now, Geilhart suggested windows at back of Hall need to be replaced, back ceiling may be still leaking and will need to be addressed in the Spring. Nothing resolved regarding repairs.

Discussion arose regarding secretary's time off. Russell proposed 20 personal hours a year to be given to the secretary after one year of employment with the stipulation that the personal hours would not be cumulative from year to year. The other office employees are salaried and make their own schedule unlike the secretary. Russell agreed to bring a written proposal to March meeting for further consideration by the Board.

Roads: The Township received a telephone call requesting gravel for Dufty Road, just east of State Park Road. Also there was a request to improve Sand Rd. between Oak Beach Rd. and Champagne Rd. However, in looking at that road, it would require removing trees and stumps as well as the graveling of the road. Road Commission gave an estimate of \$55,645. There are

Approved Minutes

few property owners there and the cost would have to be borne by a Special Assessment Fund. There would have to be more property owners requesting it before further consideration. Regarding Blake and Osborne Road, resurfacing is appropriate but the cost is high for asphalt at this time. The Board decided to set money aside in the budget for next year in hopes the cost of asphalt will be down. The Board agreed the resurfacing should be addressed in 2016. It was noted that Champagne Road will probably need resurfacing then, also.

Brining: Wilkinson Corporation has submitted a bid of \$8580, and offered a 10% discount if payment made by February 20th. Also a bid was received from Michigan Chloride for \$9095. The Board agreed to accept Wilkinson's bid. Motion made by Kelterborn to send road brining payment to Wilkinson Corp. by Feb. 20th to receive 10% discount, supported by Hartsell. All in favor, motion carried.

2014-15 Budget Amendments: Amendments motioned by Kelterborn and supported by Fischer for 2014-2015 budget:

Transfer \$4000 from Blight/Demoliton to Transfer Station-\$500 to Salary, \$500 to recycling, \$3000 to Dumpster.

Transfer \$8000 out of Road Maintenance to Road Brining.

All in favor, motion carried.

Public Comments: Geilhart asked if all ZBA applicants should receive a copy of the new Procedure. Yes. The current check list that is being handed out with Site Plans should also be updated. It was agreed that ZBA applicant does not necessarily need to have building plans done by a professional (i.e., an architect), but, per page 2 of the newly adopted Procedures, may be asked for "...depending on the nature..." The survey must show the lot lines.

Adjournment: Motion to adjourn at 8:52 p.m. made by Kelterborn and seconded by Fischer. All in favor, motion carried. Meeting adjourned.

Respectfully submitted,

Claren Russell

