

LAKE TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING-May 21st, 2018 – 7:30 P.M.
Held at 4988 W. KINDE RD., CASEVILLE, MI.

Meeting was called to order at 7:30 p.m. Pledge of allegiance was recited. Those in attendance: Valerie McCallum, Dorothy Fischer, Claren Russell. Dale Hartsell came at 8:00 P.M. Guests: 4

Approval of the Agenda: Russell requested to add “Budget review” to Old Business. Motion by Kelterborn, seconded by Fischer to approve Agenda with addition. All in favor, motion carried.

Approval of April 16, 2018 Minutes: Motion to approve the minutes was offered by Kelterborn and seconded by Fischer. All in favor, motion carried.

Report from the Board:

Supervisor: Supervisor and Tory Geilhart, the Zoning Inspector, attended the April 25th, 2018 FEMA meeting in Port Austin. Meeting reviewed flood maps, basically around the shoreline, but they didn’t appear to affect Lake Township. Geilhart picked up copies of tentative draft maps offered.

Treasurer: A CD at Frankenmuth Credit Union will come due on June 10th. It is in the amount of \$85,299.62. It is suggested to add \$15,000 from General Fund to the CD when it rolls over as \$100,000+ accounts garner higher interest. Treasurer will pursue that action at the proper time.

Clerk: The contingency fund from the 2017-2018 Budget needs to be reviewed as the budget adjustments from the close of the fiscal year will overdraw that fund. Kelterborn suggested the Board should consider eliminating the Contingency Fund as suggested by the Township’s auditor, and go directly to the General Fund as necessary, since contingency funds are actually funds set aside from the General Fund. Board agreed to consider changes under Old Business.

Trustee: Nothing.

Correspondence:

FEMA enclosed a letter stating the last day to send comments regarding the April 25th meeting is May 25, 2018.

The Huron Tribune has written a letter proposing a contract between them and the Township to publish legal notices in exchange for publishing the Minutes for free. Representative did not show for tonight’s meeting as previously scheduled. It was noted that there is a contract with the View currently in force.

Comcast is now launching an International Channel Package.

DTE is scheduled June 6th, 2018 for an MPSC hearing. Notice is posted on website and bulletin board.

Petitions/Public Comments: Tory Geilhart asked why we receive queries at the Township office from Comcast customers. Comcast has posted our number on the bills in our area. Residents with problems should get in touch with Comcast directly. McCallum will check with Comcast about removing our telephone number.

Payments of the Bills: Additions to the bills-Office cleaning, Credit Card billing, and Huron County Treasurer billing. Kelterborn motioned to pay the bills with 3 additions, seconded by Fischer. All in favor, motioned carried.

OLD BUSINESS:

Budget Adjustments:

Previous year budget (2017-2018) – Agreed to credit Extra Office Salary \$250 from General Fund instead of Contingency Fund. Moved by Kelterborn and seconded by Fischer. All in favor, motion carried.

Current budget (2018-2019) needs \$50,000 at this time to cover costs for scheduled Gypsy Moth spraying. Gypsy Moth fund has approximately \$45,000. Motion made by Kelterborn to move \$5,000 of the extra voted millage from the Road Fund to the Gypsy Moth fund, supported by Fischer. All in favor, motion carried.

To comply with auditors' suggestion to remove Contingency Fund and use the General Fund to supplement budget, Kelterborn moved to amend current budget as of today to remove Contingency Fund from line item budget and adjust from the General Fund as needed, seconded by Fischer. All in favor, motion carried.

2018 Road Work Bids:

One mile of McIlhargie Rd. is estimated with one row of tile, and a choice of stone or gravel to finish the road. Kelterborn says this road should have two rows of tile as requested when he rode with the County Road Supervisor. Due to lack of ditching on that road, and the fact that Lake Township has always found two rows more durable in the long run, Kelterborn suggested changing bid detail to two rows of tile, acknowledging that the amount for tiling will be double. Board agreed. Moved by Kelterborn to accept corrected estimate to include two rows of tile and 22A stone for the finish, supported by Fischer. All in favor, motion carried.

One and a half miles of Conkey Road estimate includes 23A gravel. Kelterborn stated 22A stone is Lake Township's preference as it holds the density of the road better. Moved by Kelterborn, seconded by Hartsell, to accept estimate with 22A correction. All in favor, motion carried.

Sand Road (Section 19 off of Conkey Road) estimate received for grade, stone, and brine on 9/10 of a mile. Kelterborn motioned to accept bid noting use of 22A stone, supported by Fischer. All in favor, motion carried. Kelterborn also asked to specify using County brine to finish road work as opposed to Wilkinson Corp. brining.

Township Hall:

McCallum requested board approval to order a chair cart for the Township's folding chairs to make it easier to store and move the extra chairs. It was noted mold and damage is occurring in the storing of the hall's folding chairs at this time, and this will provide proper care of the Township's property. Moved by Hartsell, and seconded by Kelterborn to order chair cart. All in favor, motion carried.

NEW BUSINESS:

Zoning Issue- A property owner has requested an occupancy permit for what was a garage and has been converted to a dwelling. Several years ago a mobile home was removed and the garage was remodeled without any permits other than to transfer the electrical service from the mobile home. Geilhart was advised to notify the owner that an addition would have to be built as our minimum residential square footage is 720 and the building is currently 624 square feet. It was noted that when living quarters are eliminated from a piece of property the Building Inspector should notify the County so proper closing of the well can be implemented.

Road/Gypsy Moth Millage Renewal- Road/Gypsy Moth extra millage is up for renewal. If it is to be considered for 2019 it could be voted on with the November ballot. McCallum will look into it further and report at the next Board meeting.

Transfer Station- The Transfer Station is looking for a new attendant as Mike Roger, the previous attendant, has taken a full-time job elsewhere. Notices have been published in the View, posted locally and published on the Lake Township website. Only one application has been received but, as of Friday, May 18th, the job was posted with Michigan Works and the Board has agreed to allow more time for new applicants to respond. The Transfer Station is currently covered by the two assistant

attendants. Motion made by Hartsell, and seconded by Kelterborn to have Assistant Dave Ferris work the Transfer Station starting this Wednesday until a permanent attendant can be voted on. All in favor, motion carried.

Previous attendant stated the recycle bins are used to maximum capacity during the summer, and suggested need for dumping the bin more often. McCallum checked with Emterra and cost was quoted at \$65.

The front entrance at the Transfer Station is in constant repair due to the narrow accessibility of the gate by Emterra's dumpster replacements. A telephone call has been placed with Halfway Fence Company for a review of possible solutions. In the meantime, Dave Ferris will repair the East Gate again. Factoring in the cost of maintenance and the use by residents, it is questioned if curbside pickup service would be a preferred alternative to the Transfer Station. Other costs and pertinent figures will be gathered and the Board can review options at another meeting.

Fee Schedule- It was discovered that the fee schedule for "SITE PLAN APPLICATIONS" was updated in April of 2016. VARIANCE FEE and Special Use Fee were increased from \$350 to \$450 but the printed schedule did not reflect the updated Special Use Fee, and the Site Plan Review Fee was not updated at that time. Generally those three fees were always the same with the caveat that additional costs incurred for the Site Plan Review Fee would be charged to the applicant. The schedule has been corrected to reflect \$450 for the Special Use Fee. For Site Plan Review Fees, costs could well exceed the \$450 fee. Our Township planning consultant advised a larger deposit might be more practical since there could also be planning consultant fees or fees for engineering studies besides the standard publication costs. The Board agreed a deposit of \$1500 be adopted, and any further charges incurred beyond the \$1500 initial deposit would have to be paid by applicant before review would continue. Motion by Kelterborn, seconded by Hartsell to implement **Site Plan Review Fee Resolution 2018-13** as of today, May 21, 2018, and if there were an over payment, the balance would be refunded at the conclusion of the review. Roll call vote: Fischer- Aye, Kelterborn- Aye, McCallum-Aye, Hartsell-Aye, Russell- Aye. Resolution adopted.

Summer News Letter- Suggestions were requested for articles of interest to put in with the summer taxes. Suggestions made.

Public Comments: Gypsy Moth Spraying should be done within the dates of May 29th and June 8th, 2018. It will be announced on the local radio station and posted on our website as we are made aware of exact dates.

Adjournment: There being no further business, Kelterborn moved to adjourn at 9:40 P.M., seconded by Hartsell. All in favor, motion carried.

Respectfully submitted,

Claren Russell, Clerk