

**Lake Township, Huron County  
Board of Trustees Meeting  
4988 W. Kinde Rd., Caseville, MI.  
September 17, 2018**

Meeting was called to order at 7:30 p.m. Those in attendance: Valerie McCallum, Dale Hartsell, Dede Russell, Clay Kelterborn, Dorothy Fischer. Guests: 4

**Agenda:** Motion made by Fischer to approve agenda as submitted. Seconded by Hartsell, all in favor, motion carried.

**Minutes of August 20, 2018:** Motion made by Kelterborn to accept the minutes as submitted, seconded by Fischer. All in favor, motion carried.

**REPORTS:**

**Supervisor:** A letter of acceptance has been received from the State Treasury regarding the AMAR audit. A review conducted on August 30, 2018 verified all corrections have been made.

McCallum and assessor attended a Tax Tribunal hearing in Caro on September 7<sup>th</sup>.

**Treasurer:** Fischer has been working toward the closing of the Summer taxes as well as training the Deputy Treasurer, Nicole Collins

**Clerk:** In checking with the Post Office a mailbox for the township hall is not feasible. It has been suggested a locked mailbox (for the Treasurer only) be added in the Hall's foyer for receiving taxes.

The Transfer Station attendant has stated the recycle bin dumping schedule of once a week is working well, only overflowing on major holidays such as Memorial Day, Fourth of July, and Labor Day.

Regarding brine spreading, a few residents reported the brine truck was working on a rainy day in Lake Township and questioned its effectiveness. Checking with the Road Commission supervisor, he stated that small amount of rain was actually good for the brine solution and would dry on the road making it pack "like cement".

**Trustees:** Hartsell-Nothing to report.

Kelterborn- The Road Commission still needs to finish a few roads. Gagetown Rd. needs drainage outlet covers to be cost shared with Caseville. Also, the end of Quarry Rd. near Sand Rd. needs some stone.

**CORRESPONDENCE:** Reports included the CAFPA minutes, Zoning and Building Administrator reports, Minutes of the Planning Commission, and the Audit report, along with an Engagement Letter from the auditors, the snow removal contract for the coming winter months, and a resignation/retirement letter from

the Treasurer, Dorothy Fischer. A public utilities Consumers Energy notice was received for a hearing tomorrow in Saginaw.

**PETITIONS/PUBLIC COMMENTS:** Questions by a guest for general information about possible curbside pickup of trash were answered. It was asked about curbside recycle costs. Also, it was commented that there were no wages noted when advertising for a Transfer Station attendant. It was mentioned that the wages were available with the application.

**PAYMENT OF THE BILLS:** Added to the list of bills were hall maintenance and a payment for Building Inspector License. Kelterborn moved to pay the bills, Hartsell seconded it. All in favor, motion carried.

**OLD BUSINESS:**

**L-4029 Millage Rate Authorization & Resolution 2018-17:** The millage rates established for 2018 are: General Operating - ~~.19153~~ (**corrected to .9153**), Roads/Gypsy Moth Funds- 1.4844, and CAFPA - .600. Moved by Kelterborn and seconded by Fischer to adopt Resolution 2018-17. Roll call vote: Yea- Hartsell, McCallum, Kelterborn, Fischer, Russell. Nays - none. **Resolution 2018-17 adopted.**

**TRANSFER STATION/TRASH PICKUP:** David Ferris, transfer station attendant, asked about getting time and a half as he works on weekends. It was noted he receives \$15/hr. now and time and a half on holidays. Board agreed the wages were acceptable as they are now. No changes were suggested.

Dave Ferris will also be putting a wheel on the gate to help with opening it. Discussion of curbside service will be discussed next meeting as Gary Varisto of Emterra will be here and both Emterra and Waste Management will be contacted to submit a proposal for curbside services. To implement the pickup service for the entire Township, public hearings must be held along with publishing notices of the hearings in the newspaper, and sending out letters to the residents. A hearing could be held January and possibly March or April, 2019. A special billing could be sent out with the summer taxes of 2019 to begin the trash pickup for the last half of the year 2019, or the Treasurer could send out a separate 6 month bill with the tax bill, either due by September 15<sup>th</sup>, 2019. The next billing could begin with an entire years billing on the winter tax bill of 2019 and yearly from that point forward. Jerry Pobanz, a guest at the meeting, asked if there would still be the compost pile and recycling at the Transfer Station, even if no trash. Supervisor stated there would need to be an attendant for that, and perhaps Dave Ferris could stay on to manage that. Jerry Pobanz stated he might be available for that job every other week, and expressed great appreciation for those services. It was

asked what curbside recycling would cost and McCallum indicated that Emterra has quoted an extra \$60 per year per household and mentioned that perhaps those homeowners who want recycling could contract directly with Emterra as is done in Caseville Township. There will be more discussion about this at the October Board Meeting . Hartsell agreed to find out what Port Austin and Port Austin Township pay for curbside pickup, also.

**TOWNSHIP HALL:** Research of the tentative building of a new township hall is still being reviewed. McCallum found 5 commercial architects within the Saginaw area. Nicole Collins stated many requirements when consulting an architect for a governmental building such as an invitation must be published in the paper and/or the website, and we may also send letters to particular architects we are interested in. The notification should include the size of the building, tentative design and time schedules, and building budget. From past history it was mentioned rural development loans have been less expensive than bonds. USDA loans were quoted at 3.5% within the last year. McCallum agreed to check with Booms Construction Inc. of Bad Axe to see what their license allows them to do within the governmental requirements. Kelterborn will check with the Gotts family again and will also look into the feasibility of removing the needed land area from PA 116. Collins to draw up some elevation drawings to show the Gotts family.

**2018-2019 BUDGET AMENDMENT – CAFPA:** The Township’s budget should include the CAFPA revolving account even though the actual CAFPA budget is presented and approved at the March budget hearing. McCallum presented an amended page 8 of the approved 2018-19 budget to include CAFPA’s revolving account within the township’s budget. Moved by Kelterborn and seconded by Fischer to approve the amendment as presented. All in favor, motion carried.

**NEW BUSINESS:**

**AUDIT REVIEW/APPROVAL:** Audit review questioned amount of insurance held by each banking institution to cover each account held by Lake Township. Treasurer believes it is \$250,000 per each account. Hartsell motioned to approve current audit, seconded by Kelterborn. All in favor, motion carried.

**AUDITOR ENGAGEMENT LETTER:** Annual billing will increase at the rate of \$100/yearly for the endurance of the contract for three years. McCallum agreed to review that with the Auditing service. It was moved by Hartsell, seconded by Kelterborn to table the acceptance of the Engagement Letter. All in favor, motion carried.

**SNOW REMOVAL CONTRACT:** Moved by Hartsell, and seconded by Kelterborn, to renew contract with Esch Snowplowing service. All in favor, motion carried.

**P O BOX/MAIL BOX:** In checking with the Post Office for the feasibility of having a mailbox placed at the hall and eliminating the Post Office Box, their policy does not allow the mail deliverer to cross traffic thus eliminating the mail box placement.

**ROADS:** Kelterborn suggested using 6A monies for payment of Gagetown Rd. drain covers. An estimate for Quarry Road received in the amount of \$4728 for stone at the turn-around. No distance noted on the estimate. Kelterborn offered to check the area. Hartsell moved to approve the road work if Kelterborn agrees it is needed and it is no more than what has been estimated. Seconded by Fischer, all in favor, motion carried.

**ELECTION LAPTOP:** When preparing for the 2018 election cycle, the election laptop was not functioning and was taken to the County Clerk's office for technical assistance. The County Clerk recommended replacement and a new laptop was purchased. It was later determined by the computer techs at Thumb Office that the original laptop had a virus and they were able to repair it. The original laptop has been used for the past two elections with no problem. Deputy Clerk Maryanne Williams has offered to purchase the new laptop from the township at the same cost when purchased. Hartsell moved to accept the purchase offer. Kelterborn seconded the motion. All in favor, motion carried.

**TREASURER'S RETIREMENT:** Retirement letter submitted by Treasurer Dorothy Fischer effective as of September 18<sup>th</sup>. Kelterborn moved to accept, seconded by Hartsell, with regret. All in favor, motion carried. Fischer made recommendation to appoint Nicole Collins, current Deputy Treasurer, to fill the position. Motion by Hartsell and seconded by Kelterborn to appoint Collins as Treasurer. All in favor, motion carried. As new treasurer, Collins will contact all banks used by the township, Independent Bank, Thumb National Bank, Team One Credit Union and Frankenmuth Credit Union, to update signature cards to remove previous Treasurer and Deputy Treasurer names and add new Treasurer and Deputy Treasurer. Collins has also been asked to verify in writing insurance coverage amounts per account with FDIC and NCUA insurances. Kelterborn volunteered to resign from the Planning Commission as the Township Board Representative in order to allow Collins to remain as the Township Board liaison. McCallum is working on finding a replacement for Collins term of office.

**PUBLIC COMMENTS:** Guest Pobanz stated he is going to miss Fischer.

**ADJOURNMENT:** Motion by Hartsell, seconded by Kelterborn to adjourn. All in favor. Adjourned at 8:40 p.m.

Respectfully submitted,

Claren Russell, Clerk