

**Lake Township, Huron County
Board of Trustees Meeting
March 21, 2022**

Meeting was held at the
Caseville City Hall
6767 Main St, Caseville, MI

Call to Order @ 6:37 P.M.

Present - Valerie McCallum, Clay Kelterborn, Dale Hartsell, James Deming, Nicole Collins

Approval of agenda – Motion by Collins, supported by Kelterborn to approve agenda with changes. All in favor, motion carried.

Approval of February 21, 2022 BOT Minutes – Motion by Collins, supported by Kelterborn, to approve February 21, 2022 minutes as presented. All in favor, motion carried.

Reports – Supervisor – None

Treasurer – As submitted

Clerk – None

Trustees - None

Correspondence

CAFPA Minutes – Minutes for March 2022 submitted

Zoning Administrator report– Submitted

Building Inspector – Submitted

Planning Commission Minutes February 2022 - Submitted

CAFPA Annual Reports – Submitted

Letter from Katie Draher – Incident report from Huron County Sheriff was included – Supervisor will investigate cost of having a Huron County Sherriff Police officer contracted for 40 hours per week.

EGLE Letter of compliance - transfer station is currently meeting requirements

Letter from Huron County Road Commission regarding annual meeting

Board received application and resume for assessor's position

Petitions/Public Comments – Resident inquired about paving a subdivision. Supervisor stated a special assessment district is formed and the township borrows the money at a low interest rate. Residents of the subdivision involved are assessed a special tax to repay the loan over a specified period of time.

Trail Road was discussed and, because a section of the road is private, the township has no authority over the traffic complaints. The responsibility to close that section of the road to through traffic lies with the private property owners involved.

Public Hearing for 2022-23 Fiscal Year Budget - A public hearing was opened to discuss the budget for the upcoming 2022-23 Fiscal Year. After adjustments by the board to the proposed budget presented by the supervisor, a motion was made by Hartsell, supported by Kelterborn, to close the Public Hearing. All in favor, motion carried.

Old Business

Sponge Moth Spraying – Motion by Deming, supported by Hartsell, to spray for sponge moths with a maximum cost of \$40/acre. All in favor, motion carried.

Motion was offered by Kelterborn, supported by Hartsell, to transfer \$64,000 from the Road Fund to the Sponge Moth Fund to cover the cost of spraying. All in favor, motion carried.

Camera/TV – Motion by Kelterborn, supported by Collins, to purchase a camera and TV to facilitate remote meeting access. All in favor, motion carried.

Michigan Association of Planning Membership – Motion by Hartsell, supported by Kelterborn, to purchase membership for training of the Planning Commission and the Zoning Board of Appeals. All in favor, motion carried.

2021-22 4th Quarter Budget Review – The following amendments were recommended to balance the 2021-22 Budget;

Add \$1000 to Line 294.801 - Accounting from the General Fund

Add \$1500 to Line 294.895 - Service/Maintenance Contracts from the General Fund

Add \$500 to Line 528.702 - Transfer Station Salary from the General Fund

Add \$1000 to Line 528.802 - Transfer Station Dumpster from the General Fund

Add \$500 to Line 294.801 - Transfer Station Facilities from the General Fund

Move \$500 from Line 811.770, Road Maintenance, to Line 811.974, Road Brining

Motion offered by Deming, supported by Kelterborn, to amend the budget with above recommendations. All in favor, motion carried.

Township Hall – A preliminary drawing of proposed improvements for the township hall with modifications requested by the board in the February BOT meeting was presented. Square footage was reduced by approximately 2000 square feet. Board requested supervisor discuss any issues concerning title of property with the township attorney.

Roads – Completion of paving the remainder of Champagne Road to M25 was discussed. Motion offered by Kelterborn, supported by Hartsell, to approve the completion of the paving of Champagne Road in 2022. All in favor, Motion carried.

New Business

Remote Meeting Access – A motion was offered by Hartsell, supported by Collins, to approve renewing GoTo Meeting annual subscription. All in favor, motion carried.

Township Hall Telephone – Recurring phone issues were discussed. The board discussed changing providers and the associated costs. A motion was offered by Kelterborn, supported by Collins, to approve changing telephone service to AVCI. All in favor, motion carried.

Assessor Position – The current assessor is planning on retirement in the near future. The board reviewed the application/resume of Julia Fletcher. The hiring would be with the condition of a one year probationary period for the new assessor. After discussion, a motion was offered by Kelterborn, supported by Collins, to hire Fletcher to the assessor position upon the retirement of Lisa Clinton. All in favor, motion carried.

Reimbursement for PUD – After discussion, a motion was offered by Kelterborn, supported by Hartsell, to invoice applicants \$3500 for the proposed Lavender Farm located on Oak Beach Road to cover the current expenses incurred by the township to date by consultants and attorneys in accordance with the Lake Township Zoning Ordinance. All in favor, motion carried.

Resolution 2022-2, General Appropriations Act – Resolution 2022-2 was offered by Kelterborn, supported by Collins. Upon unanimous roll call vote, the Act was adopted.

Annual Resolutions – The following Resolutions were adopted by unanimous roll call votes;

Resolution 2022-3	Millage Levy – Township and CAFPA
Resolution 2022-4	Tax Collection Administration Fee
Resolution 2022-5	Township Depository
Resolution 2022-6	Township Auditor
Resolution 2022-7	Township Board 2022-23 Meeting Schedule
Resolution 2022-8	Publication Media

Copies of all adopted resolutions are available at the township hall.

Building and Zoning Fees - A motion was offered by Collins, supported by Hartsell, to update the fees charged by the township to be in line with the fees charged by the county with the addition of any fees currently charged by the township that are not covered by the county fee schedule. Once adopted by resolution, a complete list of fees can be found on laketownship.net or obtained at the township hall by request. All in favor, motion carried.

Par Plan grant Application – Motion was offered by Kelterborn, supported by Hartsell, to allow supervisor to apply for a grant to offset training costs. All in favor, motion carried.

Approved Minutes March 21, 2022

Payment of Bills – Motion offered by Kelterborn, supported by Collins to pay the bills as presented. All in favor, motion carried.

Public Comments – None

Adjournment – Motion offered by Hartsell, supported by Collins to adjourn. All in favor, motion carried.

Meeting adjourned at 9:09 P.M.

Respectfully Submitted

Jim Deming