

Lake Township

AGENDA

October 16, 2023

REGULAR MEETING

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Roll Call

Approval of Meeting Agenda

Approval of September 18, 2023 meeting minutes

Reports from Board Officers

- Supervisor
- Treasurer
- Clerk
- Trustees

Correspondence

- CAFPA Minutes of September 20, 2023
- Zoning Administrator's Report
- Building Inspector's Report
- Planning Commission Minutes
- Huron County Road Commission Progress billing
- Snow Removal Quote – Esch Landscaping

Petitions/ **Public Comments**

Old Business:

- Township Hall
- Amendment to Section 16.6.C.3.b of Lake Township Zoning Ordinance

New Business:

- Resolution supporting local control of zoning
- Resolution for election consolidation for early voting
- Snow removal Winter 2023-24

Payment of bills

Public Comments

Adjournment

Next Meeting – November 20, 2023 – 7:30 p.m.

Planning Commission Meeting – October 25, 2023 – 6:00 p.m.

Lake Township
September 18, 2023
Board of Trustees Regular Meeting
Held at Lake Township Hall
4988 W. Kinde Road, Caseville, MI 48725

Call to Order 7:30 P.M.

Present – Valerie McCallum, Nicole Collins, Clay Kelterborn, Dale Hartsell, Jim Deming

Agenda – A motion was offered by Hartsell, supported by Kelterborn, to approve agenda with the addition Closed Meeting session minutes and Early Voting discussion to new business.

August 21, 2023 Board of Trustees Regular Meeting Minutes – Motion by Hartsell, supported by Collins, to approve the minutes with addition by Kelterborn of the following wording to zoning administrator section;

- 1 – Assume the duties previously shared with the Code Enforcement Officer
- 2 - Complete the Citizen Planner course and complete an additional course to become a certified Zoning Administrator for the township.
- 3 - Send copies of letters for violations to the Supervisor
- 4 – Use the secretary to help with the issuance of letters of violation

All in favor, motion carried.

August 21, 2023 Board of Trustees Closed Session Minutes – Motion by Collins, supported by Kelterborn, to approve the minutes with corrections. All in favor, motion carried.

Reports – Supervisor – None

Treasurer – As submitted

Clerk – Will discuss changes precipitated by Proposal 2022-2 in new business.

Trustees – Kelterborn – Spoke with Jeff Smith at Huron County Zoning for clarification of Planning Commission minutes regarding proposed amendments allowing applicants to build on existing foundation (footprint). Smith stated county zoning allows this provided the structure is not closer than 5 feet from the property line or 10 feet from the structure on the neighboring property. This is to keep the proposed structure in compliance with building regulations regarding fire safety. Kelterborn advised Bob Siver, Planning Commission Chairman, as to the findings of the conversation with the county.

Correspondence –

Zoning Administrator’s report – August 2023 report submitted

Building Inspector’s Report - August 2023 report submitted

Planning Commission Minutes – August 23, 2023 Regular Meeting

Emails regarding Short Term Rental Zoning Ordinance Amendment – The following emails were received by the township;

Penny Souva	email 8/30/2023	Supports ban; liability concerns on shared access
Mary Sloan	email 9/9/2023	Concerns with accountability of renters and number of rentals
Karen Lanfear	email 9/18/2023	Concerns with renters bringing large dogs on shared access

Notices for Comcast – Notice of channel change

Drain Hearing Notices for Musselman and Harrison drains on September 20, 2023

Petitions/Public Comments – A resident expanded on the issue of the dogs owned by renters on Sylva Beach Drive. These animals were described as Newfoundland breed dogs and displayed threatening behavior when brought to the Sylva Beach access. Residents had to leave their access for the safety of their grandchildren. Resident also stated renters are discarding trash in yards of the residents.

Old Business:

STR Ordinance – At the planning Commission meeting, the Township Attorney clarified in the ordinance a decrease in surrounding property values pertains to short term rentals in rural and semirural areas. Hartsell asked why findings are included in the ordinance. It was explained the findings were the justification for the proposed ordinance. It was noted the Planning Commission preferred regulation as opposed to a ban on short term rentals.

A motion was offered by Kelterborn, supported by Collins to adopt the Zoning Amendment Ordinance 2023-2 as presented. A roll call vote was taken.

The ordinance was adopted by a vote of four to one in favor of adoption. A complete copy is available on the township website, laketownship.net, or can also be obtained at the township hall during normal business hours.

Road Work – A third tube needing replacement was found at the intersection of McIlharge and McCormick Roads. Approximate cost is \$5,000. The Huron County Road Commission will also spray the tree of heaven at the transfer station at a cost of \$500 to \$1,000. A motion by Collins, supported by Kelterborn, was offered to approve this work. All in favor, motion carried.

Zoning Administrator Education – Geilhart has completed the first portion of the Citizen Planner course. He is registered for the second portion. Upon completion of the Citizen Planner course, Geilhart will then be taking the appropriate course to become a certified zoning administrator.

Township Hall – Nothing new to report.

New Business –

2023-24 2nd Quarter budget review – After review of the current budget, the following amendments were recommended;

Add \$50 to Line 101-210-806.000, Office Dues from the General Fund

Add \$1,000 to Line 101-210-901.000, Office Publications from the General Fund

Add \$500 to Line 101-262-727.000, Election Supplies from the General Fund

Add \$25 to Line 101-526-715.000, Transfer station Social Security / Medicare from the General Fund

Add \$50 to Line 101-702-806.000, Zoning Administrator Dues from the General Fund

A motion was offered by Hartsell, supported by Collins, to approve the above budget amendments. All in favor, motion carried.

A motion was offered by Hartsell, supported by Kelterborn, to add \$1,500 to Line 101-445-801.000, Drains, Contracted Services from the General Fund. All in favor, motion carried.

Solar Ordinance – A brief discussion was held regarding a moratorium on commercial solar development within the township. A motion was offered by Kelterborn, supported by Deming, to adopt an ordinance to place a temporary moratorium on solar development while the Planning Commission drafts a zoning amendment ordinance.

Ordinance 2023-3 was adopted by unanimous roll call vote. A complete copy is available on the township website, laketownship.net, or can be obtained at the township hall during normal business hours.

L-4029 & Millage Levy Resolution - A resolution was reviewed to levy the following millage rates for the township;

Operating	.9007
Roads/Sponge Moth	1.500
Roads	1.000
CAFPA Special Assessment	1.000

Resolution 2023-10, Millage Levy Resolution was offered by Kelterborn, supported by Collins, allowing the Township of Lake to levy the maximum allowable rate of 4.4007 mills for the 2023 tax year.

The resolution was adopted by unanimous roll call vote. A complete copy is available on the township website, laketownship.net, or can be obtained at the township hall during normal business hours.

2022-23 Audit – The township board has reviewed the audit of the 2022-23 fiscal year prepared by Berthiaume and Company. A motion was offered by Hartsell, supported by Kelterborn, to approve the audit. All in favor, motion carried.

Elections – A meeting was held with the County Clerk involving the clerks from the local jurisdictions. Deming presented the Board with an update on the new early voting requirements from Proposal 2022-2 now incorporated in the State Constitution. A brief overview follows.

1. Nine days of early voting are required by law for state and federal elections.
2. The county consolidated the jurisdictions in Huron County into six districts. Lake Township is grouped with the City of Caseville, Caseville Township, Chandler Township and McKinley Township to form what will be known as Region 1.
3. Election source will be providing technical support for the nine days of early voting. Annual cost per jurisdiction is \$1,400.
4. The County has applied for a grant to purchase the necessary equipment to conduct the early voting process.
5. Three election workers are required each day to run the election. The County rate is \$15 per hour. Each individual jurisdiction will be responsible for any additional compensation when their inspectors work.
6. As it stands now, each jurisdiction will need to have someone available at their facility while the polls are open for same day registration. That will be either the clerk or the deputy clerk.

A motion was offered by Kelterborn, supported by Collins, to approve the early voting consolidation with the previously mentioned jurisdictions. All in favor, motion carried.

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

Public Comments – A resident questioned the right of a renter to use a public access designated for a particular subdivision. Our attorney had explained previously to the Planning Commission that a renter assumes the rights of the property owner from which they are renting for the period the renter occupies the property.

The resident also asked for clarification of the vote on the Short Term Rental Ordinance. It was explained that with the adoption of the Ordinance, although short term rentals are in violation of the Zoning Ordinance, a sunset period for short term rentals extends to December 2024. After that, the short term rentals must cease.

Another resident questioned the enforcement process of the ordinance. The supervisor stated when the township becomes aware of short term rental activity, a letter will be sent to the property owner to cease and desist. The township attorney will be copied on the letter. Should the illegal activity persist, appropriate steps will be taken to ensure compliance to the Ordinance.

Adjournment – A motion was offered by Kelterborn, supported by Collins, to adjourn. All in favor, motion carried.

Meeting was adjourned at 8:25 P.M.

Respectfully submitted

Jim Deming

TREASURER REPORT OCTOBER 16, 2023

Independent Bank

General Checking		\$238,631.10
Receipts for September		
12887 ZONING	275.00	
12888 BUILDING PERMITS	1,754.00	
12889 BUILDING PERMITS	75.00	
12890 CONTRACTORS REGISTRATION	10.00	
12891 TRANSFER STATION	591.00	
12896 ZONING	50.00	
12897 TRANSFER STATION	1,201.00	
12898 JIM DEMING	60.00	
12899 ZONING	100.00	
12900 BUILDING PERMITS	593.00	
12901 TRANSFER STATION	467.00	
12903 TRANSFER STATION	477.00	<u>5,653.00</u>
Less Disbursement		
Monthly Payout		-237,371.60
Checks in Transit		<u>-2,762.11</u>
Balance on Hand		\$4,150.39
General Savings		\$174,463.97
# 12895 / 12902 2023 Property Tax	7,624.75	
# 12908 Interest	197.10	
Balance on Hand		\$182,285.82
Savings Roads		\$185,985.32
# 12892 transfer to reverse reimburse metro act overpymt	16.86	
# 12906 Interest	213.43	
Balance on Hand		\$186,215.61
Savings Gypsy Moth		\$6,645.19
# 12907 Interest	2.05	
Balance on Hand		\$6,647.24
Property Tax		\$182,002.96
Tax Collected	599,877.86	
Less Disbursement		
Huron County Treasurer		-\$763,007.45
General Savings		-\$7,624.75
Checks in Transit		<u>-293.84</u>
Balance on Hand		\$10,954.78
TOTAL		\$390,253.84

Team One Credit Union		Maturity Date	
Business Savings - 0030			5.00
Capital Improvement Fund -MMK-0071			37,455.97
06-11 Month Certificate - 1001	3.445%	02.22.24	124,721.48
TOTAL			\$162,182.45
Frankenmuth Credit Union			
000: Regular Savings			5.00
304: 6 Month Certificate	1.39%	11.04.23	108,717.16
TOTAL			\$108,722.16
Northstar Bank			
Business Money Market General			1,000.00
PF100 0001 3 Month Certificate	3.90%	12.13.23	88,646.83
0002: 6 Month Certificate	3.85%	11.29.23	107,457.42
TOTAL			\$197,104.25
Bay Port State Bank			
CD : Road Fund	4.01%	02.26.24	100,000.00
CD : General Fund	4.01%	02.26.24	100,000.00
TOTAL			\$200,000.00

User: CLERK
 DB: Lake Township
 BANK CODE: GEN CHECK DATE: 10/16/2023 INVOICE PAY DATE FROM 09/19/2023 TO 10/16/2023

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/16/2023	GEN	16101	010	A-JOHNSON PORTABLE TOILETS	80.00	0.00	80.00	1
10/16/2023	GEN	16102	034	BLOOM SLUGGETT, PC	1,776.00	0.00	1,776.00	1
10/16/2023	GEN	16103	117	DETROIT EDISON - STREET LIGHTING	57.40	0.00	57.40	1
10/16/2023	GEN	16104	149	EMTERRA ENVIRONMENTAL	920.90	0.00	920.90	1
10/16/2023	GEN	16105	171	GEORGE LAUINGER	305.00	0.00	305.00	1
10/16/2023	GEN	16106	206	HURON COUNTY ROAD COMMISSION	4,951.03	0.00	4,951.03	1
10/16/2023	GEN	16107	211	HURON TILE & SERVICE INC	21.00	0.00	21.00	1
10/16/2023	GEN	16108	224	J P TREE SERVICE	50.00	0.00	50.00	1
10/16/2023	GEN	16109	501	LAKE SIDE LAWN SERVICE	180.00	0.00	180.00	1
10/16/2023	GEN	16110	282	LOUIS J. COLLETTA	114.00	0.00	114.00	1
10/16/2023	GEN	16111	288	MARCIA WOLFE	11.75	0.00	11.75	1
10/16/2023	GEN	16112	407	SANDRA POBANZ	60.00	0.00	60.00	1
10/16/2023	GEN	16113	414	SHAY WATER CO	11.00	0.00	11.00	1
10/16/2023	GEN	16114	451	THUMB OFFICE SUPPLY	58.20	0.00	58.20	1
10/16/2023	GEN	16115	472	VIEW NEWSPAPER GROUP	513.50	0.00	513.50	1

Num Checks: 15 Num Stubs: 0 Num Invoices: 15 Total Amount: 9,109.78

JOURNALS POSTING REPORT
POSTING REPORT

10/13/2023 07:37 AM
User: CLERK
DB: LAKE TOWNSHIP

Post Date	Journal	Summ/Det	Ref #	Description	DR Amount	CR Amount
10/16/2023	PRR	S	1091	EFT26 R		
101-000-001.000				CASH - CHECKING		
101-000-229.001				FED W/H PAYABLE	661.51	1,191.95
101-000-229.002				SS W/H PAYABLE	114.70	
101-000-229.003				MED W/H PAYABLE	415.74	
					<u>1,191.95</u>	<u>1,191.95</u>
10/16/2023	PRR	S	1092	EFT27 R		
101-000-001.000				CASH - CHECKING		
101-000-228.000				STATE W/H PAYABLE	592.61	592.61
					<u>592.61</u>	<u>592.61</u>
					<u>592.61</u>	<u>592.61</u>
					<u><u>1,784.56</u></u>	<u><u>1,784.56</u></u>