

Approved minutes Board of Trustees August 21, 2023

Lake Township

August 21, 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 Collins, supported by Kelterborn, to add Jon Johnson of Burnham & Flower insurance Group to the agenda and to allow Mr. Johnson to make his presentation to the Board and the beginning of the meeting. All in favor, motion carried.

Jon Johnson, Burnham and Flower Insurance Group – At the Board’s request, Mr. Johnson addressed the Board to offer a brief overview of our current insurance policy and to answer any questions Board members may have concerning the same. He explained the dividend and grant opportunities our policy offers through the PAR plan. These grants are premium reimbursements offered for safety and risk reduction purchases. Examples of purchases were given.

Mr. Johnson explained our liability coverages for the township as it pertains to employees, approved contractors, public officials, zoning functions and liability as it pertains to the hall and transfer station.

Property coverage for the hall, transfer station and certain mobile equipment was briefly explained.

The last area of the policy is called Crime Coverage and Bonding. This coverage is for bonding certain employees to protect the financial interests of the township.

The final area of the discussion included optional coverages available to the township.

July 27, 2023 Board of Trustees Regular Meeting Minutes – Motion by Hartsell, supported by Collins, to approve the minutes as presented. All in favor, motion carried.

July 27, 2023 Board of Trustees & Planning Commission Joint Meeting Minutes – Motion by Collins, supported by Kelterborn, to approve the minutes as presented. All in favor, motion carried.

Reports – Supervisor – Discussed Conkey Road with Matt Ricker of the Huron County Road Commission. Transfer station fence is complete.

Treasurer – As submitted

Clerk – Discussed changes Proposal 22-2 will present the Township and possible increased expense to the township. We are awaiting guidance from Bureau of Elections. Voter Assisted Terminal and tabulator have been updated.

Trustees – None

Correspondence –

CAFPA Minutes – August 9, 2023 Minutes and Treasurer’s Report received

Zoning Administrator’s report – July 2023 report submitted

Building Inspector’s Report - July 2023 report submitted

Planning Commission Minutes – July 26, 2023 Regular Meeting

Letters/Emails regarding Short Term Rental Zoning Ordinance Amendment

Steven & Carmeline Rybinski	email dated 7/29/2023	Opposes ban on STRs
Charles & Jeanne Henry	email dated 8/1/2023	Supports STR regulations
Holly Stevenson	email dated 8/1/2023	Requests clarification of current STR policy
Mark & Theresa Johnson	email dated 8/1/2023	Supports ban on STRs
Vince Lucido	email dated 8/1/2023	Supports ban on STRs
Philip A. Incarnati	email dated 8/8/2023	Supports ban on STRs
Debbie Dendell	email dated 8/10/2023	Expressed concerns of STRs
Keith & Becky Trautman	letter received 8/11/2023	Supports ban on STRs

MPSC Notices for DTE – Notice of hearing August 24, 2023

Petitions/Public Comments – None

Old Business:

Master Plan – The Planning Commission requested authorization from the Board to distribute the Master Plan to the adjacent communities. A letter from the township planning consultant was included for the Board outlining the process of distribution as required by law.

A motion was offered by Hartsell, supported by Collins, to approve distribution of the Master Plan as presented with all dates set as of this meeting date. All in favor, motion carried.

Township Hall – Supervisor met with Representative Alexander to discuss any options the Township had to acquire property from the DNR for a township hall. A Conkey Road property was also discussed. Road condition and infrastructure improvement costs were prohibitive to acquiring this property. A parcel on State Park Road was also mentioned.

1st Quarter Budget Review – The following amendments were recommended to balance the 2023-24 Budget;

Add \$5,000 to Line 101-526-801.000 – Contracted Services from the General Fund

Add \$250 to Line 101-526-715.000 – Social Security/Medicare from the General Fund

Add \$300 to Line 101-171-860.000 - Mileage/Housing from the General Fund

Add \$200 to Line 101-171-960.000 – Education from the General Fund

Add \$20 to Line 101-210-940-000 – PO Box Rental from the General Fund

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

Revised Boat Hoist Ordinance – In an effort to update Lake Township Ordinance 2004-1, Ordinance 2023-1, Watercraft Hoist and Dock Ordinance, was presented to the Board. The updated ordinance requires registration of hoists and docks and outlines the placement requirements of the same. A motion was offered by Kelterborn, supported by Collins, to adopt the Ordinance. By unanimous roll call vote, the Ordinance was adopted.

The Ordinance will take effect 30 days after the publication of the Notice of the Ordinance in the newspaper as required by law. A complete copy of the Ordinance will be available at the hall during regular business hours or may be viewed at laketownship.net

New Business -

Solar - After a brief discussion, a motion was offered by Hartsell, supported by Kelterborn, to request that our attorney draft a moratorium ordinance on commercial solar development within the township. All in favor, motion carried.

Zoning The board wished to discuss job expectations and job performance evaluation of the current zoning administrator. Zoning Administrator Geilhart requested, in writing, that this be done in closed session.

9:01 P.M. - A motion was offered by Kelterborn, supported by Collins, to enter Closed Session. All in favor motion carried.

9:55 P.M. - A motion was offered by Hartsell, supported by Collins, to exit Closed Session. All in favor, motion carried.

The following requirements for the Zoning Administrator resulted from closed session;

- 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

A motion was offered by Hartsell, supported by Kelterborn to require the Zoning Administrator to comply with the above listed requirements. All in favor, motion carried.

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

Public Comments - None

Approved minutes Board of Trustees August 21, 2023

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

Meeting was adjourned at 10:05 P.M.

Respectfully submitted

Jim Deming