

Lake Township

AGENDA

December 16, 2024

REGULAR MEETING 6:30 P.M.

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Roll Call

Approval of Meeting Agenda

Approval of November 18, 2024 & December 6, 2024 meeting minutes

Reports from Board Officers

- Supervisor
- Treasurer
- Clerk
- Trustees

Correspondence

- **CAFPA Minutes – November 20, 2024**
- **Zoning Administrator’s Report**
- **Building Inspector’s Report**
- **PC Minutes**
- **Huron County Road work invoice**
- Letter from Wilkinson re. 2025 road brining
- Letter from Comcast re. rate increases

Petitions/ Public Comments

Old Business:

- Wilkinson Road Brine Contract 2025
- 2024-25 Budget Review/Amendments

New Business:

- Snow Plowing Contract for 2024-25 Winter Season
- Annual Board Appointments
 - Construction Board of Appeals
 - ZBA
 - Planning Commission
 - BOR

Payment of bills

Public Comments

Adjournment

**Lake Township, Huron County
Special Meeting – Board of Trustees
December 6, 2024
4988 W. Kinde Rd, Caseville MI 48275**

The meeting was called to order at 3:33 by McCallum at the Lake Township Hall.

Present: Valerie McCallum, Nicole Collins, Dale Hartsell, Kenny Kapa, Lisa Clinton.

Absent: None

Meeting Purpose – To update authorized bank signatories.

Discussion – With the election of the new Clerk, Lisa Clinton, the Township bank accounts need to be updated to reflect Lisa Clinton and her Deputy Clerk, Clay Kelterborn, as authorized signatories on the current Township bank accounts and any future accounts at other financial institutions not listed below:

Independent Bank
Bay Port State Bank
Frankenmuth Credit Union
Team One Credit Union
Northstar Bank

Motion by Hartsell to update the bank accounts to reflect the new Clerk and Deputy Clerk as authorized signatories, seconded by Collins. Motion carried – all ayes.

Public Comments: None

Motion made by Hartsell to adjourn, seconded by Collins. Motion carried - all ayes.

Meeting adjourned at 3:36 p.m.

Lisa Clinton, Clerk

Lake Township
November 18, 2024
Board of Trustees
Held at Lake Township Hall
4988 W. Kinde Road, Caseville, MI 48725

Board of Trustees Meeting Called to Order 7:30P.M.

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

Agenda – A motion was offered by Deming, supported by Collins, to approve the agenda with addition of Emterra Environmental and Our Voice, Our Home communication re. local mining control legislative actions to correspondence. All in favor, motion carried

October 21, 2024 Board of Trustees Regular Meeting Minutes - Motion by Hartsell, supported by Collins, to approve the minutes as presented. All in favor, motion carried.

Reports – Supervisor – Thanked Kelterborn and Deming for their service to the township

Treasurer – As submitted.

Clerk – November 5 General election results for the township have been canvassed and certified. Informed the Board the new terms for the Board members begin November 20, 2024 at noon. Informed Board he would be available to help the new clerk during the transition.

Trustees – Hartsell thanked the departing members for their service. Kelterborn stated it was an honor to have served the township.

Correspondence –

Zoning Administrator's Report – October

Building Inspector's Report – October

Planning Commission Minutes – October

Huron County Road Commission Invoice

Berthiaume & Co Engagement Letter

Email from Wolgast Construction

Foster Swift Municipal Law re. MPSC/PA233 Appeal

Letter from AVS Tech Team

MPSC Notice of DTE Hearing re. voluntary green pricing plan

Email from Our Voice, Our Home advocacy group re. local mining regulation

Emterra Environmental re. price increases for 2025

Petitions/Public Comments – Kenny Kapa requested identity of Wolgast Company. Informed they are a construction company from Saginaw.

Old Business:

2023-24 audit – A discussion was held pertaining to the fiscal health of the township. The audit revealed the township is in good fiscal health. It was noted the township should keep a fund balance of a one year operating cost. The auditor stated the surplus could be designated for the township hall project. A motion was offered by Collins, supported by Kelterborn, to accept the audit from Berthiaume and Co as presented. All in favor, motion carried.

Township Property/Hall Project – The completed topographical survey was presented to the Board. Deming asked if any of the land was designated wetlands. The southeast corner may have a small section of wetlands. As far as hall location, the area of the 8 acres will not be involved in the construction of a hall.

Due to her familiarity with the project and the needs of the township, it was recommended Collins develop conceptual designs for the board to review by an engineer. This would be a benefit to the township. A motion was offered by Kelterborn, supported by Hartsell, to authorize Collins to proceed with conceptual drawings of the proposed township hall. All in favor, motion carried.

New Business –

Audit Engagement Letter – The letter was presented to the Board to continue with Berthiaume and Company as the township auditor to complete the annual audit and to complete all required filings. The cost for this engagement is as follows;

Fiscal Year Ending March 31, 2025	\$6,500
Fiscal Year Ending March 31, 2026	\$6,700
Fiscal Year Ending March 31, 2027	\$6,900

A motion was offered by Deming, supported by Collins, to approve the engagement letter from Berthiaume and Company. All in favor, motion carried.

Office Administrator Position – With Lisa Clinton being elected to the Township Clerk position, the office administrator position is currently vacant. A candidate will be interviewed November 21, 2024 to fill this vacancy. The supervisor requested authorization to advertise for the position should it become necessary. A motion was offered by Collins, supported by Hartsell, to grant authorization. All in favor, motion carried.

Budget Amendments – Prior to his departure, Deming suggested the following budget amendments be considered by the board;

Add \$2,000 to Line 101-701-802.000 to Planning Legal from the General Fund

Add \$5,000 to Line 101-266-804.000 to General Legal from the General Fund

Move \$5,000 from Line 103-265-973.000, Equipment Outlay to Line 103-265-971.001 Site Prep

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

ZBA Vacancy – An opening was created on the Zoning Board of Appeals with the completion of Deming’s term as Clerk. He stated he would remain on the ZBA if the Board decided to do so. A motion was offered by Hartsell, supported by Kelterborn, to appoint Deming to a three year term. All in favor, motion carried.

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

Public Comments – A virtual attendee asked if any consideration was given to the stability of the property where the new hall would be located. McCallum informed the caller the property had been PERK tested and found to be suitable as a building sight.

Kenny Kapa thanked the departing Board Members for their service to the township. Congratulated Lisa Clinton on her election as clerk. Stated he is looking forward to serving on the Board.

Joann Kapa asked if there were any drawings of the proposed hall available for review. McCallum stated the plans were in the conceptual stages. It was explained the needs of the township concerning meetings, office space, elections and file storage.

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

Meeting was adjourned at 8:15 P.M.

Respectfully submitted

Jim Deming

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN CASH CHECKING -- IND						
12/11/2024	GEN	16621	117	DETROIT EDISON - STREET LIGHTING	STREETLIGHT	65.77
12/13/2024	GEN	16622	010	A-JOHNSON PORTABLE TOILETS	NOVEMBER RENT	90.00
12/13/2024	GEN	16623	034	BLOOM SLUGGETT, PC	STR, RETAINING WALL, FIREWOOD	1,886.50
12/13/2024	GEN	16624	051	BURNHAM & FLOWER OF MICHIGAN	PUBLIC OFFICIALS BOND RENEWAL	90.00
12/13/2024	GEN	16625	067	CASS CITY PROPANE	PROPANE	120.74
12/13/2024	GEN	16626	132	DTE ENERGY	ELECTRICITY	100.80
12/13/2024	GEN	16627	141	ELAN FINANCIAL SERVICES	ELECTION SUPPLIES, ADT	177.35
12/13/2024	GEN	16628	149	EMTERRA ENVIRONMENTAL	TRASH & RECYCLE PICK-UP	920.90
12/13/2024	GEN	16629	162	FOSTER SWIFT COLLINS & SMITH PC	ORD AMENDMENTS / APPEAL RE: PA233	1,271.60
12/13/2024	GEN	16630	198	HURON COUNTY CLERK	ELECTION SUPPLIES, PUBLICATIONS	1,443.19
12/13/2024	GEN	16631	206	HURON COUNTY ROAD COMMISSION	PROG BILLING #6	27,809.70
12/13/2024	GEN	16632	230	JAMES DEMING	MILEAGE	118.00
12/13/2024	GEN	16633	268	LANDPLAN, INC.	ZONING ORDINANCE AMENDMENTS	550.00
12/13/2024	GEN	16634	282	LOUIS J. COLLETTA	WEBSITE MAINTENANCE OCT & NOV	240.00
12/13/2024	GEN	16635	293	MARYANNE WILLIAMS	MILEAGE	30.00
12/13/2024	GEN	16636	327	MILLER CONSULTATIONS & ELECTIONS, I	PUBLIC ACCURACY TESTING	1,070.00
12/13/2024	GEN	16637	337	MTA	NEW OFFICIALS TRAINING	394.50
12/13/2024	GEN	16638	407	SANDRA POBANZ	HALL CLEANING	60.00
12/13/2024	GEN	16639	414	SHAY WATER CO	COOLER RENT	11.00
12/13/2024	GEN	16640	451	THUMB OFFICE SUPPLY	OFFICE SUPPLIES - PAPER	65.00
12/13/2024	GEN	16641	472	VIEW NEWSPAPER GROUP	NOVEMBER BOT PUBLICATION	78.85

GEN TOTALS:

Total of 21 Checks: 36,593.90

Less 0 Void Checks: 0.00

Total of 21 Disbursements: 36,593.90