

Lake Township
August 29, 2024
Board of Trustees Special Meeting
Held at Lake Township Hall
4988 W. Kinde Road, Caseville, MI 48725

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

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

Absent - None

Meeting Purpose – The purpose of the meeting is to discuss the positions of Building Inspector and Zoning Administrator

Resignation – Tory Geilhart submitted a letter of resignation for both the positions of Building Inspector and Zoning administrator effective September 16,2024.

Public Comments – Victor Rohner asked the purpose of the Zoning Administrator position. He was told the responsibility of the Zoning Administrator was to uphold the Township Zoning Ordinance. The Building Inspector administers the State of Michigan Building Code requirements for any construction within the township.

Ken Kapa voiced support for Tory and thanked him for his service.

Motion To Accept resignation- A motion was offered by Deming, supported by Collins, to accept Tory's letter of resignation with regrets. All in favor, motion carried.

Discussion – The Township Board prefer the Zoning Administrator position require certification. Supervisor stated we could advertise in the MAP (Michigan Association of Planning)and MTA (Michigan Township Association) for this position. A board member can temporarily administer the zoning ordinance. Collins is exempt due to her position on the Planning Commission and Deming is exempt due to his position on the Zoning Board of Appeals.

The Building Inspector must be certified by the State to administer the State Building Code. There are three options available to the township.

Option #1 - Terry Kelly, the Building Inspector for Caseville Township, can be contacted for the Building Inspector position to see if he is interested, either permanently or temporarily.

Option #2 - Huron County has been contacted. The county would not close any open active permits but would issue new permits and administer those. The County would not take the position temporarily.

Option #3 – Request the State to temporarily enforce the Building Code while we seek a replacement. The state would do inspections and charge fees accordingly. The state would do the function for three month periods. The township could advertise in SEMBOIA (South Eats Michigan Building Officials and Inspectors Association) for the Building Inspector position.

Approved Minutes, Board of Trustees Special Meeting August 29, 2024

After discussion, a motion was offered by Kelterborn, supported by Collins, to advertise for the Building Inspector and Zoning Administrator positions with the following associations; MAP (Michigan Association of Planning), MTA (Michigan Township Association) and SEMBOIA (Southeast Michigan Building Officials and Inspectors Association) for the positions. All in favor, motion carried.

A motion was offered by Collins, supported by Hartsell, to designate Kelterborn to temporarily assume the position of Zoning Administrator on September 16, 2024 until such time as a replacement can be hire. All in favor, motion carried.

A third party inspection company is an option available to the Township for the Building Inspection company.

A temporary moratorium was discussed as far as issuing new permits. It was determined the township postpone making this decision until Kelly has been contacted for the Building Inspector position.

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

Meeting was adjourned at 8:40 P.M.

Respectfully submitted

Jim Deming