

Lake Township

AGENDA

February 24, 2025

REGULAR MEETING 6:30 P.M.

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Roll Call

Approval of Meeting Agenda

Approval of January 20, 2025 meeting minutes

Reports from Board Officers

- Supervisor
- Treasurer
- Clerk
- Trustees

Correspondence

- **CAFPA Minutes – February 2025**
- **Zoning Administrator’s Report**
- **Building Inspector’s Report**
- **Firewood Ordinance Draft**
- **Letter from Charles Christensen**

Petitions/ Public Comments

Old Business:

- 2024-25 Budget Review/Amendments
- Consumers Franchise Ordinance
- Firewood Sale Ordinance Review

New Business:

- 2025-26 Budget draft

Payment of bills

Public Comments

Adjournment

Reminders: Planning Commission meeting – March 12, 2025 at 6:00 p.m.

Lake Township
January 20, 2025
Board of Trustees
Held at Lake Township Hall
4988 W. Kinde Road, Caseville, MI 48725

Board of Trustees Meeting Called to Order 6:30 P.M.

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

Agenda – A motion was offered by Hartsell, supported by Collins, to approve the agenda. All in favor, motion carried.

December 16, 2024 Board of Trustee Regular Meeting Minutes — A motion by Collins, supported by Hartsell, to approve the minutes as presented. All in favor, motion carried.

Reports –

Supervisor – Consumers Energy Company Gas Franchise Ordinance reviewed by Township and referred back to Consumers; item will be put on the Agenda for the 02/17/2025 Board of Trustees Meeting.

Information regarding the importance of property owners extinguishing fires on their property to be included with the assessment notices and included on the Township website.

Treasurer – As submitted.

Clerk – attended New Officials training.

Trustees – attended New Officials training; very informative.

Correspondence – reviewed.

Petitions/Public Comments – One (1) person commented.

Old Business:

2024-2025 Budget Review/Amendments – The following amendments were presented to the Board:

Add \$150 to Line 101-263-850-001 On Line Service from General Fund

Add \$200 to Line 101-448-920-003 Utilities-Street Lighting from General Fund

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

Transfer Station Job Classification/Rate – A Motion by Hartsell, supported by Collins, to clarify the classification/rate of employees; the manager is paid the manager hourly rate and the attendant(s) is paid the hourly attendant rate. Four (4) in favor, one (1) nay, motion carried.

New Business –

Insurance Renewal – A motion by Hartsell, supported by Collins, to approve payment of \$6,918.00 to Burnham & Flower pending confirmation that the deductible under **General Liability** is \$1,000, not \$10,000. All in favor, motion carried.

Extra Office/Administrative Assistant Position & Hours – A Motion by Collins, supported by Hartsell, to hire new Administrative Assistant interviewed who will also be the Recording Secretary for the Planning Commission and the Zoning Board of Appeals. The hours during training will be Wednesday through Friday from 10:00 a.m. to 2:00 p.m. and may expand to Monday through Friday from 10:00 a.m. to 2:00 p.m. in the future. All in favor, motion carried.

2025 Road Work – A motion by Hartsell, supported by Collins, to approve the work order in the amount of \$166,683. All in favor, motion carried.

Payment of Bills – A motion was offered by Hartsell, supported by Collins, to pay monthly bills as presented with the addition of Cass City Propane and George Lauinger. All in favor, motion carried.

Public Comments – Two (2) people commented.

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

Meeting was adjourned at 7:23 P.M.

Respectfully submitted

Lisa Clinton

TREASURER REPORT FEBRUARY 17, 2025

Independent Bank

General Checking		\$15,708.01
Receipts for Janaury		
13168 ZONING	1,600.00	
13169 BUILDING PERMITS	386.80	
13179 TRANSFER STATION	859.00	
13185 ROADS SAVINGS transfer HCRC/road brine	10,740.80	
13186 GENERAL SAVINGS transfer monthly bills	18,000.00	
13187 TRANSFER STATION	709.00	
13188 BUILDING PERMITS	473.00	<u>32,768.60</u>
Less Disbursement		
Monthly Payout		-42,106.68
Checks in Transit		<u>-1,462.93</u>
Balance on Hand		\$4,907.00
General Savings		\$25,780.68
# 13170/13183 Property Tax 2024	35,398.78	
Less Disbursement		
# 13186 Transfer to General Checking to cover Monthly Bills		-\$18,000.00
Balance on Hand		\$43,179.46
Savings Roads		\$151,711.91
# 13171/13184 Property Tax 2024	74,803.15	
Less Disbursement		
# 13185 Transfer HCRC bill #7, road brine		-\$10,740.80
Balance on Hand		\$215,774.26
Savings Gypsy Moth		\$6,655.60
Balance on Hand		\$6,655.60
Property Tax		\$841,164.60
Tax Collected	1,036,087.76	
Less Disbursement		
Overpayment		-\$159.22
Huron County Treasurer		-\$93,877.87
General Savings		-\$35,398.78
Roads Savings		-\$74,803.15
CAFPA		-\$35,756.77
Caseville School District		-\$2,961.36
Laker School District		-\$674,800.72
North Huron School District		-\$11,253.91
Huron ISD		-\$230,065.18
Checks in Transit		-\$715,015.18
Balance on Hand		\$3,160.22
TOTAL		\$273,676.54

Team One Credit Union		Maturity Date	
Business Savings - 0030			5.00
Capital Improvement Fund -MMK-0071			37,808.68
06-11 Month Certificate - 1001	4.75%	02.22.25	130,947.93
TOTAL			\$168,761.61
Frankenmuth Credit Union			
000: Regular Savings			5.00
304: 6 Month Certificate	1.39%	05.04.25	110,620.72
TOTAL			\$110,625.72
Northstar Bank			
Business Money Market General			1,000.00
PF100 0001	4.05%	12.07.25	93,672.84
PF CD 0002	3.95%	11.23.25	113,544.87
TOTAL			\$208,217.71
Bay Port State Bank			
CD : Road Fund	3.08%	02.20.25	103,511.08
CD : General Fund	3.08%	02.20.25	103,511.08
TOTAL			\$207,022.16

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN CASH CHECKING - IND						
01/27/2025	GEN	16675	003	ACCIDENT FUND COMPANY	INSURANCE RENEWAL ACCT #A010009780	815.00
01/27/2025	GEN	16676	051	BURNHAM & FLOWER OF MICHIGAN	LIABILITY INSURANCE - 02/01/2025-02/01/	6,918.00
02/11/2025	GEN	16677	132	DTE ENERGY	SERVICE PERIOD: 12/24/2025 - 01/24/2025	185.02
02/21/2025	GEN	16692	010	A-JOHNSON PORTABLE TOILETS	RENT FOR JANUARY 2025	100.00
02/21/2025	GEN	16693	034	BLOOM SLUGGETT, PC	CONSUMERS FRANCHISE, RETAINING WALL, DE	1,813.00
02/21/2025	GEN	16694	067	CASS CITY PROPANE	PROPANE - HALL & TS	993.61
02/21/2025	GEN	16695	080	CLEMCO PRINTING	WINTER 2024 TAX BILLS, TAX ROLL, NEWSLE	1,022.99
02/21/2025	GEN	16696	117	DETROIT EDISON - STREET LIGHTING	STREET LIGHTING - 01/01/2025 - 01/31/20	66.83
02/21/2025	GEN	16697	141	ELAN FINANCIAL SERVICES	ADT: SECURITY, ASSESSOR ENVELOPES	487.55
02/21/2025	GEN	16698	143	ELECTION SOURCE	ICP & ICX ANNUAL MAINTENANCE CONTRACTS	615.00
02/21/2025	GEN	16699	149	EMTERRA ENVIRONMENTAL	TRASH & RECYCLE PICK UP	978.60
02/21/2025	GEN	16700	162	FOSTER SWIFT COLLINS & SMITH PC	WIND & SOLAR REVIEW & PA 233 LAWSUIT	647.37
02/21/2025	GEN	16701	208	HURON COUNTY TREASURER	PP STMTS, ASSESS CHG NOTICES, SUMMER &	5,042.88
02/21/2025	GEN	16702	252	KENNY KAPA	NEWLY ELECTED OFFICERS TRAINING	223.23
02/21/2025	GEN	16703	268	LANDPLAN, INC.	ZONING AMENDTS, PUD, MISC	1,265.00
02/21/2025	GEN	16704	520	LISA CLINTON	MILEAGE FOR NEW OFFICIALS TRAINING	138.60
02/21/2025	GEN	16705	282	LOUIS J. COLLETTA	WEBSITE MAINTENANCE DECEMBER, JANUARY	240.00
02/21/2025	GEN	16706	315	MICHIGAN ASSOCIATION OF PLANNING	2025 WORKSHOPS FOR PLANNING & ZONING OF	570.00
02/21/2025	GEN	16707	407	SANDRA POBANZ	HALL CLEANING	60.00
02/21/2025	GEN	16708	414	SHAY WATER CO	MONTHLY COOLER RENT	11.00
02/21/2025	GEN	16709	451	THUMB OFFICE SUPPLY	PHONE MESSAGE BOOK, BINDERS, INDEXES	55.34
02/21/2025	GEN	16710	472	VIEW NEWSPAPER GROUP	01/20/2025 BOT SYNOPSIS/AFFIDAVIT	78.85

GEN TOTALS:

Total of 22 Checks: 22,327.87
 Less 0 Void Checks: 0.00
 Total of 22 Disbursements: 22,327.87