

## **Elk Rapids Township Regular Meeting Minutes, January 12, 2021**

The regular meeting of the Elk Rapids Township Board was held at the Elk Rapids Government Center located at 315 Bridge St. Elk Rapids. The meeting was called to order by Supervisor Amos at 9:00 am. The meeting was recorded to provide accuracy.

**Present:** Supervisor Dorance Amos, Clerk Shelley Boisvert, Treasurer Mike Szymanski, and Trustee Aaron Isenhart **Absent:** Trustee Richard Hults

**Also Present:** B. Derman, Chief Williamson, Sheriff Bean and 3 members signed in as audience.

1. **Pledge of Allegiance**
2. **Public Comments:** None at this time
3. **Approval of Meeting Agenda: MOTION/S: Szymanski /Boisvert** to approve the agenda as presented. **MOTION APPROVED.**
4. **Consent Agenda:**
  - A. December 10, 2020 Meeting Minutes
  - B. Zoning Report
  - C. Annual Zoning Report
  - D. Treasurers Report
  - E. Paying of the Bills: General Fund- \$18,511.07, Fire Fund - \$2,630.39

**MOTION/S: Amos/Boisvert** to approve all the items on the Consent Agenda. Roll Call Vote: Szymanski, Amos, Boisvert and Isenhart all voting Yes, 0 No (Hults absent) **MOTION APPROVED.**

An additional bill was added for approval for Neumann Law in the amount of \$247.50 for payment from the General fund. **MOTION/S: Amos/Isenhart** to approve the bill from Neumann Law that was received after the packet had been completed. Roll Call Vote: Amos, Boisvert, Isenhart and Szymanski all voting Yes, 0 No (Hults absent) **MOTION APPROVED.**

5. **Board of Review (BOR):**
  - Resolution 2021-1 Tax payer ability to protest assessment in writing.  
The Assessor will post this statement along with the mailing address and her email address on the Assessment Change Notice that is sent out. **MOTION/S: Boisvert/Amos** to approve Resolution 2021-1. Roll Call Vote: Boisvert, Isenhart, Szymanski and Amos all voting Yes, 0 No (Hults absent) **MOTION APPROVED.**
  - Board of Review Appointments: Recommendations: Brian Martineau, Zach Amos, and Jim Lundy as BOR Board members and Don Glowicki as an Alternate. **MOTION/S: Amos/Szymanski** to approve the members as recommended. **MOTION APPROVED.**
  - Board of Review Training: All members are set for Board of Review Training through MTA on January 25, 2021.
  - An Appraiser has been selected for the Tribunal Case.
6. **Sheriff Report:** Sheriff Bean read the highlights from his Annual Report and discussed the proposed Fireworks Ordinance which is still being created and discussed among the Townships.

7. **Ambulance Department:** MMR Report: As submitted
8. **Fire Department:** Chief Williamson read his report and highlighted his Annual report for 2020.
9. **Antrim County Road Commission:** Allocations for preventative maintenance for roads for 2021.
  - Sunset Shore Rd: proposed cost \$11,450
  - Lakeshore Rd: proposed cost \$17,250
  - N Bayshore Rd: proposed cost \$80,775.

These projects will be paid through the existing road millage and with an allocation through the Road Commission in the amount \$30,874. **MOTION/S: Szymanski /Boisvert** to go forward with these projects for 2021. Roll Call Vote: Boisvert, Isenhart, Szymanski and Amos all voting Yes, 0 No (Hults absent)

- Road Millage Renewal: Amos mentioned that we will have to place a renewal for the road millage on the ballot this year. The election date is yet to be determined. We will shoot for May or August.

10. **School Tax Allocations Agreements for 2021**
  - Elk Rapids Schools allocation for collecting taxes at \$2.50 per parcel.  
**MOTION/S: Amos/Isenhart** to approve the agreement with Elk Rapids Schools for \$2.50 per parcel. **MOTION APPROVED.**
  - Traverse Bay Area Intermediate Schools allocation for collecting taxes at \$2.50 per parcel.  
**MOTION/S: Amos/Szymanski** to approve the agreement with TBAIS for \$2.50 per parcel.  
**MOTION APPROVED.**
11. **RFP for Lawn and Ground Maintenance: Maple Grove Cemetery:**  
**MOTION/S: Boisvert /Amos** to approve the Request for Proposals for the Lawn and Ground Maintenance for the Cemetery. **MOTION APPROVED.** This RFP will be on the Township website and a notice will be placed in the newspaper stating we are looking for proposals.
12. **RFP for Auditing Services:** A Request for Proposals for auditing services is going out to some certified public accountants. The Township has used Tobin & Company for the past few years and has been very happy with them but feel it is necessary to change auditors after a few years.  
**MOTION/S: Szymanski /Boisvert** to approve the Request for Proposals for Auditing Services.  
**MOTION APPROVED.**
13. **Township Sewer:**
  - The house at 7236 Birch Lake Rd has connected to the sewer so all the connections have been made to the Maple Harbor sewer that were in the district.
  - Performance Engineering has submitted a data evaluation report based on flows going through the sewer lift station at the old Sportsman Club property and readings from the wastewater treatment plant.
  - The Township would like to plan another sewer informational meeting for property owners along Cairn Hwy sometime around Memorial Day but that will depend on any COVID 19 restrictions.

14. Attorney Report: As reported

15. Township Board Announcements and Comments:

Hults by email:

- Library Lease: Hults has supported a revised lease/operational agreement for the Island House property controlled by the Village. Negotiations are ongoing with the Village to attempt to define and clarify the Library Board's ability to improve Village property and gain an operating agreement which may require existing ordinances to be revised by the Village Board
- HERTHA – the falling gutter has been repaired and the funding for the window project is on hold
- The HVAC system project at the Governmental Center is completed except for some punch list items and training
- The 2021 Township Budget should cover known repairs.

Szymanski stated that he will be making a payment from the Bass Lake assessment fund to pay PLM Management for the upcoming year.

**Adjourned: 10:21 am**

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Shelley Boisvert, Elk Rapids Township Clerk, 231-264-9333  
Meeting minutes are subject to approval at the next regular Board Meeting