

**Elk Rapids Township  
Regular Meeting Minutes, November 13, 2023**

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 Weber, Trustee Richard Hults and Trustee Matt Soper

**Absent:** 0

**Also Present:** B. Derman, Sheriff Hoch, B. Hefferan, Chief Williamson, and 4 members signed in as audience.

1. **Pledge of Allegiance**
2. **Public Comments:** None at this time
3. **Approval of Meeting Agenda: MOTION/S: Hults/Weber** to approve the agenda as presented. **MOTION APPROVED.**
4. **Consent Agenda:**
  - A. October 10, 2023 Meeting Minutes
  - B. Zoning Administrator's Report
  - C. Treasurers Report
  - D. Paying of the Bills: General Fund- \$22,268.41, Fire Fund - \$4,651.90

**MOTION/S: Soper/Weber** to approve all the items on the Consent Agenda. Roll Call Vote: Hults, Soper, Weber, Amos, and Boisvert all voting Yes, 0 No **MOTION APPROVED.**
5. **Sheriff:** Sheriff Hoch: as reported  
**Commission Report:** B Hefferan: Snow Removal for Commission on Aging, County building construction
6. **Ambulance Department:** MMR – Report as submitted
7. **Fire Department:** Chief Williamson: Report as submitted
8. **HERTHA:** Charitable Gaming License: Resolution recognizing HERTHA as a non-profit organization. **MOTION/S: Hults/Weber** to approve a resolution (2023-9) recognizing HERTHA as a non- profit organization in the community for the purpose of obtaining charitable gaming licenses. Roll Call Vote: Soper, Weber, Amos, Boisvert and Hults all voting Yes, 0 No **MOTION APPROVED.**
9. **Early Voting Starting 2024: February 17, 2024– February 25, 2024:** Boisvert stated that the Township Board must approve the Governmental Center as an early voting site and we ensure that it is accessible and complies with applicable voting accessibility laws. **MOTION/S: Boisvert/Weber** to approve the Governmental Center, located at 315 Bridge Street, Elk Rapids, as an early voting site ensuring that it is accessible and complies with applicable voting accessibility laws. Roll Call Vote: Weber, Amos, Boisvert Hults and Soper all voting Yes, 0 No **MOTION APPROVED.**
10. **Antrim County Road Commission:** Williams Road Access – Correspondence from law firm Pezzetti, Vermetten & Popovits for a client regarding the culvert under Williams Road to the road access site. The complaint is that the culvert is holding stagnant water instead of draining into the lake causing a private nuisance impacting property owners . B. Thompson answered the letter stating that the Road Commission will add some topsoil to the section of the ditch nearest to the lake to help eliminate standing water in the ditch.

11. **Maple Grove Cemetery:**

- Caretaker Position – Proposal from G. Patton (current sexton) to work for the township as sexton of Maple Grove cemetery for the months of May – September for a total of \$8,000. Any work in October on an as needed basis for \$30 per hour. **MOTION/S: Amos/Weber** to approve the proposed times and salary for Patton as sexton. Roll Call Vote: Weber, Amos, Boisvert, Hults and Soper all voting Yes, 0 No **MOTION APPROVED.**
- **Sale of Cemetery Plot – R. Moody:** Mr. Moody is not a resident of Elk Rapids Township but wished to appeal to the Board to be able to purchase a cemetery plot at Maple Grove Cemetery. After much discussion, **MOTION/S: Amos/Boisvert** to deny the request based on the existing Township Cemetery Ordinance, which states you need to be a Township resident to purchase a plot at Maple Grove. This is based on the very limited space at Maple Grove, and the fact that the tax payers of Elk Rapids Township pay for all the costs at the cemetery. Roll Call Vote: Amos, Boisvert, Hults, Soper and Weber all voting Yes, 0 No **MOTION APPROVED.**

12. **Township Sewer:** Const. Fund Bills: Total - \$58,821.90

- Performance Engineering: Invoice 13714 - \$402.50
  - Matt’s Underground: Invoice 8285 - \$4,165.00
  - Varnum Law: Invoice 131984 - \$18,241.90
  - Integra Realty Resources: Invoice 213-2023-0016-0154: \$35,000.00
  - Derman Law: \$1,012.50
- **MOTION/S:** Weber/Amos, to assure adequacy in our fund, move to approve transfer of \$25,000 from the Sewer O & M account to the Sewer Construction account. Roll Call Vote: Boisvert, Hults, Soper, Weber and Amos all voting Yes, 0 No **MOTION APPROVED.**
  - **MOTION/S:** Weber/Soper to approve payment of the construction bills totaling \$58,821.90. Roll Call Vote: Hults, Soper, Weber, Amos and Boisvert all voting Yes, 0 No **MOTION APPROVED.**

13. **Attorney’s Report:** As reported. Derman also restated in his report that the deadline for connecting to the Cairn Hwy Sewer before the benefit charge of \$4,000 starts up is June 30, 2024. It was advertised on November 24, 2022 that the sewer was completed and ready for connection and that beginning January 1, 2023 properties have 18 months to make their connection.

14. **Township Board Announcements and Correspondence:**

Village Update – L. Shumate  
Orchard View Condo: Road Escrow Acct Payment to Performance Eng. - \$172.50  
Zoning Administrator Letter to Business Owners: New Signs  
Letter of Support for the Village Application for the Rural Readiness Program

**Adjourned: 11:14 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