

## **Elk Rapids Township Regular Meeting Minutes, December 11, 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

**Absent:** Trustee Matt Soper

**Also Present:** B. Derman, Sheriff Hoch, B. Hefferan, Chief Williamson, and 2 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. November 13, 2023 Meeting Minutes
  - B. Zoning Administrator's Report
  - C. Treasurers Report
  - D. Paying of the Bills: General Fund- \$13,101.06, Fire Fund - \$132,585.14

**MOTION/S: Boisvert/Weber** to approve all the items on the Consent Agenda. Roll Call Vote: Hults, Weber, Amos, and Boisvert all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**
5. **Sheriff:** Sheriff Hoch: Report as presented  
**Commission Report:** B Hefferan: Report as presented
6. **Ambulance Department:** MMR – Report as submitted
7. **Fire Department:** Chief Williamson: Report as presented
  - MERS Retirement: Eligible Fire Fighters: \$11,500.00.

**MOTION/S: Boisvert/Weber** to approve the MERS amount of \$11,500.00 for the eligible Fire Fighters. Roll Call Vote: Weber, Amos, Boisvert and Hults all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**
8. **Elk Rapids District Library:** Pam Williams: Annual Report (a copy of the report is available for viewing at the Township office).
9. **Elk Rapids Work Force Housing:** J. Matthews, Village Manager. Discussion about the Township deeding over Township property between US 31 North and Village property where the HomeStretch workforce housing project is planned on Bridge Street. Township attorney B. Derman will come back with a resolution for the Township and the Board will address this at a Special Meeting to be held on Monday, December 18<sup>th</sup> at 9:00 AM at the governmental center.
10. **Zoning:**
  - Resolution 2023 -10: Draft Master Plan for Distribution. **MOTION/S: Hults/Weber** to approve Resolution 2023-10. A Resolution Approving the Draft Master Plan for Distribution and Asserting the Township Board's Right to Adopt Such Master Plan. Roll Call Vote: Amos, Boisvert, Hults and Weber all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**

**Zoning (Continued)**

- Draft Septic Inspection Ordinance and Intergovernmental Agreement

The Board reviewed the draft ordinance and the Intergovernmental Agreement that the Planning Commission had been working on and wanted to modify the effective time from 180 days to 90 days and remove a sentence on page one. **MOTION/S: Weber/Amos** to approve the Septic Inspection and Property Transfer Ordinance, that include the Intergovernmental Agreement, as amended. Roll Call Vote: Boisvert, Hults, Weber and Amos all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**

11. **Poverty Exemption Guideline:** Resolution 2023-11  
**MOTION/S: Hults/Weber** to approve Resolution 2023-11 as presented. Roll Call Vote: Hults, Weber, Amos and Boisvert all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**
12. **Township Sewer:** Construction Fund: Performance Engineering \$1,917.50  
**MOTION/S: Hults/Weber** to approve payment to Performance in the amount of \$1,917.50 from the construction fund and then close the fund out. Roll Call Vote: Weber, Amos, Boisvert and Hults all voting Yes, 0 No (Soper is absent) **MOTION APPROVED.**
13. **Antrim County Road Commission:** Annual Drive Around – B. Thompson & D. Amos  
Estimates for Projected Projects for 2024: Chip/Seal
  - Inwood Harbor: Chip/Seal Option - \$39,000 or Cape/Seal Option 87,000
  - Winters Rd.: Chip/Seal Option - \$8,500 or Cape/Seal Option - \$19,500
  - Birch Pointe Dr.: \$8,000
  - Timber Dr.: Seal cracks - \$4,000Amos mentioned that we need to wait and see what the State match is before we budget for these projects.
14. **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. Everyone needs to get a sewer permit before they connect. This 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.
15. **Township Board Announcements and Correspondence:**
  - The February 12, 2024 Township Board meeting date has been changed from the original date of Feb. 12, 2024 to **February 5, 2024** due to a conflict.
  - Village Update – L. Shumate

**Adjourned: 11:41**

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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