

Elk Rapids Township Regular Meeting Minutes, June 12, 2018

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, Trustee Richard Hults and Trustee Aaron Isenhart

Also Present: B. Derman, Chief VanDenBerge, A. Nordman and 4 members in the audience

1. **Pledge of Allegiance**
2. **Public Comment:** R. Gurdak-Requests that Twp provide someplace to drop off brush.
3. **Approval of Meeting Agenda: MOTION/S: Hults/Isenhart** to approve the agenda as presented.
MOTION APPROVED.

4. **Consent Agenda:**

- A. May 8, 2018 Meeting Minutes
- B. Zoning Administrator's Report
- C. Treasurers Report
- D. Paying of the Bills: General Fund- \$25,579.03, Fire & Rescue Fund - \$19,128.36, Sewer Construction Fund-\$500.00, Bass Lake Special Assessment-\$253.75

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

5. **Sheriff/Commissioner Report:** Sheriff report as submitted
6. **Ambulance Department: MMR:** Report as submitted
7. **Fire Department:** Chief VanDenBerge: Report as presented
 - A. **Cost Recovery Ordinance: MOTION/S: Hults/Boisvert** to approve the **Elk Rapids Township Fire Department Cost Recovery Ordinance #2018-2** as presented. Roll Call Vote: Isenhart, Szymanski, Amos, Boisvert and Hults all voting Yes, 0 No **MOTION APPROVED.**
 - B. **Service Fee Resolution #2018-11: MOTION/S: Isenhart/Szymanski** to approve Service Fee Resolution #2018-11. Roll Call Vote: Szymanski, Amos, Boisvert, Hults and Isenhart all voting Yes, 0 No **MOTION APPROVED.**
 - C. **Retirement Benefit Policy: MOTION/S: Boisvert/Amos** to approve the Retention Benefit Plan Policy for On-Call Firefighters as presented which involves agreements with MERS (Michigan Employees Retirement System): MERS Uniform 457 Supplemental Retirement Program Resolution and MERS 457 Participation Agreement.
Board discussion: The question was posed, what to do if funding falls short for this program at some point in the future. The Township may have a year where funding for this program isn't possible in the budget. That is understood by the Fire Chief. If we choose to re-instate after a period of no funding, we will have to file an amendment to the original agreement document. It was also stated that with this plan we have no permanent commitment to fund at any specified level.
Roll Call Vote: Amos, Boisvert, Hults, Isenhart and Szymanski all voting Yes, 0 No **MOTION APPROVED.**
8. **Resolution 2018-10:** Collection of Payments or Refunds on Taxes Under/Over \$3.00
MOTION/S: Hults/Isenhart to approve Resolution 2018-10. Roll Call Vote: Boisvert, Hults, Isenhart, Szymanski, and Amos all voting Yes, 0 No **MOTION APPROVED.**

9. Assessor Report: K. Helmreich, Township Assessor, discussed a House Bill that the State Taxing Commission is pushing that would affect Townships that have under 5,000 parcels. This would end up taking away local control of assessing and handing it over to the County. Helmreich and Amos have researched this and are against relinquishing our local control and our local Board of Review. Michigan Township's Association is also against this proposal. This bill is still in the talking stages.
- A. Reassessment Study: In order to update field appraisals for close to 900 parcels in the Township Helmreich recommended contracting with Michael Houserman out of Houghton Lake. Houserman would update the field information, providing sketches and pictures of each parcel. The term of the agreement shall commence July 1, 2018 and be completed no later than November 30, 2018 at a rate of \$25.00 per parcel. This will be an important step to getting our tax and assessing records on line. **MOTION/S: Hults/Isenhart** to approve the agreement with Houserman for the field appraisals. Roll Call Vote: Hults, Isenhart, Szymanski, Amos and Boisvert all voting Yes, 0 No **MOTION APPROVED.**
10. **HERTHA Report:** T. Vranich: Report as presented.
11. **Elk Rapids Township Zoning**
- A. **New Fee Schedule:** Zoning Administrator Larry Nix presented a study of zoning and planning fees for municipalities in the area and supplied the Board with a recommendation to update our current fee schedule. **MOTION/S: Szymanski/Amos** to approve the new Fee Schedule, as recommended by Nix. Roll Call Vote: Isenhart, Szymanski, Amos, Boisvert and Hults all voting Yes, 0 No **MOTION APPROVED.**
- B. **Quality of Life Zoning Statement:** There had been some zoning/planning issues and it was decided that a short education piece informing property owners that the Township has rules and the rules are geared to protect the quality of life in the Township. Nix provided a Quality of Life Statement that will be posted on the website and possibly included with the summer tax bills. **MOTION/S: Hults/Isenhart** to approve the Statement provided by Nix. **MOTION APPROVED.**

Trustee Hults excused himself from the meeting at approximately 10:10 am

12. **Township Sewer:**
- A. **Maple Harbor Sewer Project: Construction Bills: \$138,917.62**
MOTION/S: Boisvert/Amos to approve payment of the construction bills in the amount of \$138,917.62. Roll Call Vote: Isenhart, Szymanski, Amos and Boisvert all voting Yes, 0 No (Hults left the meeting before this vote) **MOTION APPROVED.**
- B. **Township Sewer Maintenance: Maintenance Bills: \$794.75**
Performance Engineering: Manhole rehab on the older portion of the sewer system.
MOTION/S: Boisvert/Szymanski to approve the maintenance bill totaling \$794.75. Roll Call Vote: Szymanski, Amos, Boisvert and Isenhart all voting Yes, 0 No. (Hults left the meeting before this vote) **MOTION APPROVED.**

Township Sewer continued:

Pat Brady, 14748 Williams Dr., purchased a new pump, panel and floats for their pressure sewer line. Mr. Brady submitted a written statement saying it was his understanding that pumps and motors are a system costs in the absence of negligence by the property owner. This statement was forwarded to our Township attorneys. M. Zimmerman stated that the Township is not authorized to use Township sewer fund money to pay for repair /replacement of private grinder pumps and that at the May and June 2017 Township Board meetings it was spelled out that grinder pumps, panels, sewer laterals and related equipment are part of the building sewers and are private property.

13. Cemetery Perpetual Care Maintenance: 365 Outdoor Maintenance: \$4,000.

Landscaping labor for removal of trees and limbs.

MOTION/S: Boisvert/Szymanski to approve payment out of the perpetual care fund to 365 Outdoor in the amount of \$4,000 for the maintenance work mentioned above. Roll Call Vote: Amos, Boisvert, Isenhart and Szymanski all voting Yes, 0 No. (Hults was not present for this vote) **MOTION APPROVED.**

14. Attorney Report: As presented

15. Township Board Announcements and Comments:

16. Adjourn: 10:31 am