

## Elk Rapids Township Regular Meeting Minutes, June 13, 2022

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  
**Absent:** Trustee Matt Soper.

**Also Present:** B. Derman, Chief Williamson, B. Muma and 15 members signed in as audience.

1. **Pledge of Allegiance**
2. **Public Comments:**
  - B. Holland, J. Muth, S. Castronova, C. Osterhaven: Williams Rd/Birch Lake Access
  - L. Prentice: Water Quality issues, C. Pero: Running for County Commissioner,
  - B. Gruesbeck-Village Manager: proposal for road millage allocations for the Village. Also mentioned that the sewer easement to the wwtp and the sewer agreement with the Village will be addressed at their next meeting.
3. **Approval of Meeting Agenda: MOTION/S: Hults/Amos to approve the agenda as presented. MOTION APPROVED.**
4. **Consent Agenda:**
  - A. May 6, 2022 Special Meeting Minutes
  - B. May 9, 2022 Meeting Minutes
  - C. Zoning Administrator's Report
  - D. Treasurers Report
  - E. Paying of the Bills: General Fund- \$25,187.74, Fire Fund - \$9,093.09

**MOTION/S: Hults/Szymanski to approve all the items on the Consent Agenda. Roll Call Vote: Hults, Szymanski, Amos and Boisvert all voting Yes, 0 No (Soper absent) MOTION APPROVED.**
5. **Sheriff /Commissioner Report:** Reported as submitted
6. **Ambulance Department:** MMR – Report as submitted
7. **Fire Department:** Chief Williamson: Report as presented
  - Memorandum of Understanding: Convenience Sheltering: **MOTION/S: Hults/Amos to approve the Memorandum of Understanding with the Antrim County Emergency Management. MOTION APPROVED.**
  - MABAS (Mutual Aid Box Alarm System) Chief Williamson said all the townships in the County would have to sign on for the this and that hasn't happened yet so we have time to look into it further.
  - Williamson was contacted again by Elmer's regarding their bid for the parking lot. We are still waiting to get approval from the Village for this project. Boisvert will follow up with the Village Manager.
  - Williamson stated that they have all received new pagers and that their old pagers are obsolete. He asked if he could donate them to Otec for parts. No motion was made at this time regarding donating the old pagers.
  - Williamson also stated that the paperwork and permits for fireworks for Harbor Days have been received.
8. **County Road Commission/Township Road Project: Contracts**
  - Herman Rd.: \$21,000. Williams Rd.: \$32,000, Winters Rd.: \$6,000, Birchwood Dr.: \$4,500, Clearwater Point and Shore Dr.: \$6,000. These projects have been discussed during past Board meetings and the contracts for this work needs to be signed and sent back to the Road Commission. **MOTION/S: Szymanski/Hults to approve all the contracts mentioned above. Roll Call Vote: Szymanski, Amos, Boisvert and Hults all voting Yes, 0 No (Soper absent) MOTION APPROVED.**

## 8. County Road Commission/Township Road Project: Contracts *Continued*

- Birch Lake Rd Access:
  - Original Contract with County Road Commission
  - Violation Notice – Zoning Ordinance, dated May 19, 2022
  - Letter: Larry Nix, Zoning Administrator
  - Proposed Plan for Tree Planting
  - Quote for Trees – 365 Outdoor: \$4,975.00

Township attorney B. Derman spoke about the project and violation notice. Derman doesn't believe there is a violation based on the understanding that this was a public improvement for road maintenance and the Road Commission is exempt from local regulations according to essential services in our zoning ordinance.

Hults stated the Board was presented with this engineered proposal and contract from Burt Thompson at the Antrim County Road Commission last month. The Board addressed his recommendations and proceeded to move forward with the project. It was not a random act.

Amos stated that as Supervisor, he is responsible for the Road Commission road views and that he and B. Thompson take a ride around the Township each year to see what may need to be done. He said that we are lucky enough to be at the stage where our jobs are preventative measures and we try to maintain the roads throughout the whole township in that preventative manner. He brought these projects in front of the Board. The Board had the decision to make whether to move forward with these projects or not. We researched it, and had always planned to replant trees. There was no plan to go in and destroy the property. We like to see it utilized for public use.

**MOTION/S: Hults/Amos** to proceed with the proposal from 365 Outdoor Maintenance for the planting of 10 trees as described in their quote. Roll Call Vote: Boisvert-No, Hults-Yes, Szymanski-Yes, Amos-Yes. (Soper absent) **MOTION APPROVED.**

## 9. Township Sewer: B. Muma-Performance Engineering. Sewer project update.

- Performance Engineering Invoice: \$2,993.50. **MOTION/S: Boisvert/Szymanski** to approve invoice in the amount of \$2,993.50. Roll Call Vote: Hults, Szymanski, Amos and Boisvert all voting Yes, 0 No. (Soper absent) **MOTION APPROVED.**
- Miller Canfield Invoice: \$10,500. **MOTION/S: Hults/Boisvert** to approve the invoice from Miller Canfield in the amount of \$10,500. Roll Call Vote: Szymanski, Amos, Boisvert, Hults all voting Yes, 0 No. (Soper absent) **MOTION APPROVED.**
- Municipal Advisory Council Fee Invoice: \$500. **MOTION/S: Boisvert/Hults** to approve the invoice from Municipal Advisory Council in the amount of \$500.00. Roll Call Vote: Amos, Boisvert, Hults, Szymanski all voting Yes, 0 No. (Soper absent) **MOTION APPROVED.**
- Request to Village for Sewer Easement to the Plant: B. Gruesbeck, Village Manager stated that this easement request will go in front of the Council at their next meeting.

**10. Maple Grove Cemetery**

- Resolution 2022-9: Use of Cemetery Perpetual Care Fund: **MOTION/S: Szymanski/ Hults** to approve Resolution 2022-9 which allows use of the perpetual care fund for continuing maintenance and improvements at Maple Grove Cemetery. Roll Call Vote: Amos, Boisvert, Hults and Szymanski all voting Yes, 0 No. (Soper absent) **MOTION APPROVED.**
- Water Main Issues – Cuttin It Close Invoice: \$1,800.00. **MOTION/S: Amos/ Boisvert** to approve payment of \$1,800.00 for installation of a single water line attached to 4 spigots that will be located at each of the main entrances to the cemetery. Roll Call Vote: Boisvert, Hults, Szymanski, and Amos all voting Yes, 0 No. (Soper absent) **MOTION APPROVED.**

**11. Island House Property:** The Township received a complaint/lawsuit from the Village of Elk Rapids regarding the Island House Property ownership. Varnum, the Township Attorney answered the complaint. Still waiting on the Court.

**12. Government Center:**

- Parking Lot Quotes: The Township approved the quote from Elmer's for the repaving of the parking lot. Waiting for Village approval before giving Elmer's the go ahead to begin.

**13. KCI Proposal: \$769.72** – Absent Voter Application Mailing. **MOTION/S: Boisvert/Szymanski** to approve the proposal by KCI for the printing and mailing of the Permanent Absent Voter Applications in the amount of \$769.72. Roll Call Vote: Hults, Szymanski, Amos and Boisvert all voting Yes, 0 No, (Soper absent) **MOTION APPROVED.**

**14. Attorney Report:** As reported

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

- Szymanski said he is preparing the 2022 Summer Tax Bills.
- HERTH has made application to the State Historic Society for a grant to help with the windows. They had to search out a different vendor for the windows but they found someone who could build exactly what they need.
- The library survey has been completed and results are being assessed. The library is also in search of a new director.
- **The Township Road Millage Renewal will be on the August 2<sup>nd</sup> Primary Ballot.**

**Adjourned: 10:54 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