

# Blue Lake Township

Kalkaska County, Michigan

## Minutes

Board Meeting

Wednesday, April 5, 2023

14 Present

- I. Meeting Call to Order at 7:00 pm
- II. Pledge of Allegiance – Shearer
- III. Roll Call of Board Members – Almose, Shaw, Shearer, Shoemaker, and Nichol all present.
- IV. Adoption of Agenda – **Motion** to adopt agenda by Shoemaker with additions (XIV add ARPA, Audio Visual, Cell Reception, Server Status, and Spark Grant updates) supported by Shaw. Motion carried.
- V. Call for Conflict – Shearer – Roll call, Almose, Nichol, Shaw, Shoemaker, and Shearer all stated conflict of interest in salary for their respective offices, no other conflict of interest.
- VI. Minutes of last meeting – **Motion** by Shaw to accept March 1, 2023 minutes, support by Almose, motion carried.
- VII. The Treasurer’s report was accepted.
  1. Explanation of LCSA-reimbursement to funds including General, Highway, Fire, Trash and Hospital since 2014. A handout was given to all board members, discussion followed.
- VIII. Clerks Report – Nichol
  1. **Motion** by Almose to pay the March 2023 expenditures in the amount of \$34,865.26 supported by Shaw. Roll Call: Almose, Shaw, Shoemaker, Shearer, and Nichol all yeas. Motion carried.
- IX. Correspondence and Guests
  1. Pat Whiteford, Sheriff – 4 incidents in the township including 2 liquor inspections. ORV patrol for March consisted of 17 hours, 45 contacts, 8 warnings, 1 complaint, and 1 ticket. Lister has resigned from the department. Until her replacement, the Sheriff’s department will not send an invoice. The secretary will continue to send reports to the township. The Sheriff also stated they received \$3,000 off a new Polaris as it was for public safety and suggested the township speak to vendors to see if they offer a public safety discount.
  2. Kohn Fisher – County Commissioner – not present
- X. Public Input – None
- XI. Township Reports – written reports are available in the Clerk’s office.
  1. Assessor’s Report – Sheneman –
    - a. Board of Review resulted in 2 new veterans receiving tax forgiveness and one person appeared to have their increase explained (no change was made).
  2. Fire Department Report – Brierley
    - a. 2 runs for the month of March; 1 fire related, and 1 medical run. We had 1 mutual aid call for Coldsprings for a gas leak.
    - b. Old Business: Trans Canada confirmed the grant for \$15,000. Boardman FD is interested in our PPF and ice rescue suits we have to donate. At the chief’s meeting we discussed dispatch assigning 2 run numbers for one car crash with a patient. All chiefs are against the procedure. I will be taking this to the county Sheriff and dispatch as I am the chiefs’ representative for the 911 Authority Board. I have contacted other counties to see how their car crashes are handled and they have just one run number assigned.
    - c. New Business: SPG/SOP (guidelines/procedures): I have been working with our Risk Insurance (Mike). Policies will be section 1 and the first we tackle. Policies

come from Risk Insurance and if any language is modified, it will be highlighted. I have been working on them for 3 weeks and am sending these to the officers. Once they've gone over the policies they will be sent to the board for their review. Once policies are completed, they will be dated and placed into the binder at the station. Section 2 is guidelines and they will follow the same procedure.

- d. Training: Training for the month consisted of ropes and knots, truck checks, Pulsara review/pump operations with engine, CEU for respiratory emergencies, and CPR recertification.
  - e. Truck/Equipment maintenance: None for March.
  - f. Shaw asked about lights, the chief stated they are at the fire barn. Shaw stated she wanted them brought to the hall to be inventoried and directed Dickens go get them and bring them back to the hall for this board meeting. Shearer stated we will not take the time to do so. Nichol stated if the Chief reports lights were taken to the fire barn then she believed the lights are at the barn. Almose stated he was to bring them last month. Chief stated in last month's meeting he informed the board they were not yet brought to the barn; they are at the barn now. Shaw insisted she check out the light inventory. Chief stated he could show her. No motion was made by the board to do so. Nichol asked Shaw for a copy of her motion she sent to the Attorney for his review. Shaw stated she would send a copy.
3. Planning Board Report - Shaw
    - a. The PB plans on having a public hearing for all the ordinances they plan to recommend to the board. It is slated for June 17. An ad in the paper with proposed ordinance wording, a mailer will be sent, and the website will be updated with the proposed ordinances and date/time/place of the public hearing. Short Term Rentals (license cost and renewal fee) and a noise ordinance was given to the board to look over (these will become part of the public hearing in June). Finishing work on the 5-Year Plan.
  4. Zoning Board of Appeals – Buttermore - no meeting
  5. Zoning Administrator – Schuhart
    - a. Two tree removal permits and one building permit for March.
    - b. One complaint about barking dogs, it was verbal and no written complaint had been submitted.
  6. Hospital Report – Nichol
    - a. Moments of Excellence: Spring Fitness Challenge began early March with focus on long-term healthier living. One hundred twenty + signed up and is the first time local business were included. Goal: include families and more local business. Campus Plan Update: Ad-Hoc building committee initiated to review current state of properties, future building uses, parking and overall campus plan. Expansion and renovation project for Long-term Care is anticipated to begin in 2025 to meet the commitment of 2017 capital levy. Strategic plan for detailing a sequence of events to vacate and relocate services continues as construction of LTC moves forward. Space analysis is being completed on the property south of the old admin bldg. We are working closely with Community Mental Health to look at potential longer term space lease. The Munson Affiliation Agreement was signed for 1 year at an incremental cost of approximately 7.5%. Leadership team will evaluate and investigate purchased services. The first orientation session was held prior to the full authority meeting. It was well received and attended by most of the board members. Medical staff report: change to medical by-laws regarding the period of time for credentialing providers.
  7. Road Committee Report – Shoemaker
    - a. KCRC received a building estimate from Spence Brothers; 2023 project bid opened

at the April 5<sup>th</sup> meeting. Used 3044 tons of salt (purchased 4168 tons); looking at ordering 6 trucks (insurance will pay for one); safety grant application for CR571 mile 4 reconstruction (Starvation Lk Rd to county line).

**XII. Board Member Comments and Input –**

1. Shoemaker would like to see website updated in the Sheriff area and the road improvement area.

**XIII. Old Business –**

1. Server Status: Clerk waiting on ok from Treasurer to have server and associated computers worked on (both laptop and desktops). Treasurer states Clerk can schedule as winter tax collection is finished. Spark Grant: Nichol spoke with Pope and they reached the conclusion KSAS will send us their wants/needs for the proposed new building. Using this information, the board can then have a starting point to see if the Spark Grant could be a match. A new round for the Spark Grant has not been published at this time. Cell towers: Shearer still has received no word from Verizon. Audio visual: PB will look into MTA magazine article and could speak with Coldsprings who were happy with what they installed. Kitchen remodel: No bid specs yet. Rob Dunn took a fall from a ladder had received severe injuries. Last Nichol heard, he was still in the hospital as of Monday (4/3). The board wishes him well and a speedy recovery. Shearer will look into another avenue for the specs. ARPA: Chief will get bid for LED lighting in meeting room and truck bay for fire barn. PB/Shaw to get equipment wants and figures for AV. Almose will get figures for reception desk in the office area. Shearer will add on additional request for bid specs 1) porch repair 2) adding faucets/water to east side of building as well as what street signage needed, where needed as well as the cost to purchase and install. Once figures are in, projects can be agreed upon and work can be scheduled. ARPA Projects are due by year end 2024 with projects completed by year end 2026.

**XIV. New Business –**

1. 2023/2024 Wage Discussion: Nichol brought the working 23/24 salary schedule (as is required) with only a 3% increase indicated. Clerk's decision to do so was to give an idea of what this would cost per fund. This simple percentage will be easy to decrease or increase as the board goes through the process. Both COLA and inflation are running at approximately 6%. Discussion: Nichol requested we hold off on a wage decision until budget meeting when figures are firmed up with an impending loss of \$38 million due to PPT. **Motion** by Almose to hold salaries at 22/23 level for 23/24, supported by Shoemaker. Roll call: Almose, Shoemaker and Shaw yes. Nichol, Shearer no. Motion carried.
2. 2023/2024 Budget – dates for budget material to be sent is April 12<sup>th</sup> and due back April 27<sup>th</sup>, date of budget hearing will be May 11<sup>th</sup> at 10 am.

\*Public comment by Mr. Doell: would like to see the termination of wake restriction on lakes. Those boaters working Monday through Friday do not get home in time to enjoy boating activities such as skiing. In Blue Lake those lakes with high-speed boating are from 11:00 am to 7:00 pm. Any change is something the board would have to initiate then send to the DNR. Almose stated there is a Riparian Website that Mr. Doell may find helpful. The state is looking into wake boats as study(ies), we believe, have been completed. Nichol requested Mr. Doell share his emails and he will forward them. This will take some time to come to a consensus and more information/input may be required in order to do so.

**XV. Adjournment – Next meeting May 3, 2023 at 7:00 pm**

1. **Motion** to adjourn at 9:13 pm by Nichol, supported by Shearer, motion carried.