

# Blue Lake Township

Kalkaska County, Michigan

## Minutes

Special Board Meeting  
Friday, January 24, 2025  
8 Present

- I. Meeting Call to Order at 10:00 am by Fletemier
- II. Pledge of Allegiance - Fletemier
- III. Roll Call of Board Members – Brozovich, Fletemier, Almose, and Nichol present, Shoemaker absent.
- IV. Adoption of Agenda – **Motion** to adopt agenda by Almose, supported by Brozovich. Motion carried.
- V. Conflict of Interest – Fletemier
  1. Brozovich, Fletemier, Almose, and Nichol all answered no in roll call.
- VI. Public Comment - None
- VII. New Special Business
  1. Fire Department Establishment: The Attorney sent Fletemier back additional information on the draft and suggested the Board request Attorney Graham to draft such resolution/ordinance. **Motion** by Fletemier to approve Attorney Graham to draft the resolution/ordinance (whichever is appropriate) to establish the Blue Lake Township Fire Department, supported by Almose. Motion carried unanimously.
  2. Zoning Enforcement Resolution: A draft resolution was discussed. An explanation of “Watershed Event” under Resolution paragraph listed as 3: it is a direction change by the Board; an example would be 180°. Almose requested word changes to Inconsistent enforcement vs non enforcement that better describes our history and the Board agreed. Fletemier will make said changes and send the resolution to the Clerk for record keeping purposes. **Motion** by Fletemier to pass resolution #10282025-01 concerning enforcement of township ordinances, supported by Almose. Roll call vote: Almose, Brozovich, Fletemier, and Nichol all yes. Motion carried.
  3. 4 Front Credit Union: After Nichol spoke with Amelia at 4 Front, it was discovered that 4 Front policy was not necessarily followed to the “t” by the credit union. Additional paperwork was necessary to update their files. A resolution was emailed for Blue Lake Township to sign but Nichol found the list of authorized signers was incorrect. Amelia stated that their Treasury Department will need a motion from this board to remove two card members who should not be listed as authorized signers. Once it is received and resolved by 4 Front, any additional paperwork necessary will follow along with the updated resolution. Nichol asked 4 Front to make sure their records have the updates sent so we do not have to do paperwork twice. 4 Front will look to see why Fire Chief Brierley does not appear to be attached to Blue Lake Township in their records. Lastly, they will change the date of Blue Lake Township’s inception from 1865 to 1921. **Motion** by Nichol to remove both Randall Dickens and Todd Fletemier as authorized signers as they are authorized users only, supported by Almose. Roll call: Almose, Brozovich, Fletemier and Nichol all yes. Motion carried. Amelia also indicated our 4 Front savings account is now dormant. We currently must have \$5 in savings to be eligible for credit cards but must respect their time frame for inactivity. We will add \$5 to our bank account.
  4. Audit:
    - a. Issue Summary – Nichol: Budget adjusting entries were not made in BS&A. Due to GASB requirements, the \$84,075 in grant dollars received for new air packs are required to be in both revenue and expenditures. This requirement was unknown to

the Clerk. The grant paid the vendor, not Blue Lake. Blue Lakes responsibility was 5% and billed directly to Blue Lake. Once an audit begins, the year is closed. No entries by the auditee may be made (notwithstanding any audit adjustment that may occur once the audit is complete). This entry alone would have caused a CAP. In future years, Nichol states once the budget process including budget amendments is complete, a BS&A record of the amended budget will be sent to all board members.

- b. State requests a corrective action plan (CAP) for the under budgeting. The development and review will be by all board members. A lengthy discussion ensued. **Motion** by Nichol to approve the CAP as written by the Board and to send the document to the auditor to upload to the State of Michigan immediately, sending us back a confirmation of submission, supported by Fletemier. Motion carried.

**VIII.** Board Members Comment and Input –

1. Almoose: Our mailbox will need to be replaced in the spring. If it needs a bit of tweaking to remain closed or not so hard to close, Fletemier will do what he can to fix that.

**IX.** Adjournment –

1. **Motion** to adjourn at 11:43 am by Nichol, supported by Fletemier, motion carried.