

DRAFT

# Blue Lake Township

Kalkaska County, Michigan

## Minutes

Board Meeting

March 5, 2025

12 Present

- I. Meeting Call to Order at 7:00 pm by Fletemier
- II. Pledge of Allegiance was recited.
- III. Roll Call of Board Members – Almose, Brozovich, Shoemaker, Fletemier, and Nichol present.
- IV. Adoption of Agenda – **Motion** to adopt agenda as revised by Almose, supported by Brozovich. Motion carried.
- V. Conflict of Interest – Roll call vote: Almose, Brozovich, Shoemaker, Fletemier, and Nichol all no.
- VI. Minutes of last meeting – **Motion** by Shoemaker to accept the February 5, 2025 minutes with corrections, supported by Brozovich. Motion carried. February 28, 2025 Special Meeting minutes: next meeting.
- VII. Treasurer’s report - Almose
  1. **Motion** by Fletemier to accept the Treasurers report, supported by Shoemaker, motion carried. Tax settlement update given.
- VIII. Clerks Report – Nichol
  1. **Motion** by Fletemier going forward the township board meetings document actions as recited by Todd Brozovich from a handout called Blue Lake Township Rules of Procedure section 7.0 through 7.4, to be attached to March 5, 2005 minutes, supported by Almose. Motion carried.
  2. **Motion** by Fletemier to pay the February expenditures in the amount of \$37,304.58 supported by Shoemaker. Roll Call: Almose, Shoemaker, Brozovich, Fletemier, and Nichol all yea. Motion carried. **Motion** by Fletemier to pay Kalkaska County Sheriff’s Office check # 6144 in the amount of \$1,360.75, supported by Almose. Roll call vote: Almose, Nichol, Brozovich, Fletemier, and Shoemaker all yes. Motion carried.
  3. Revenue and Expenditure report handed out.
  4. Kalkaska County Tax Allocation report due to the County on April 1, 2025. A special meeting will be held for Board approval prior to the deadline.
- IX. Correspondence and Guests
  1. Community Officer - Ray Farrier –The monthly report contained 7 incidents which includes the 2 liquor inspections. Notable: Unfounded child abuse, stranded motorist, false alarm, self-inflicted GSW, speed limit postings.
    - a. The annual contract for KCSO was given to Deputy Farrier along with ck# 6144.
    - b. Posted speed limits in the township are enforceable.
  2. Kohn Fisher - County Commissioner, not present.
  3. Harm Reduction Michigan - Randy Lucyk, not present. **Motion** by Almose to allow Harm Reduction Michigan to put a Narcan distribution box at the Blue Lake Township Hall, supported by Brozovich. Motion carried.
- X. Public Input – Shawcross thanked the Board for having Zoom set up. Brozovich stated thanks for fixing the speed limits.
- XI. Township Reports – written reports are available in the Clerk’s office.
  1. Assessor’s Report – Sheneman
    - a. For the month of February: 7 deeds, 3 death certificates, 0 surveys, 1 electrical easement, and 0 PRE requests, 0 PRE rescinds, 0 PRE denial, and 5 PTAs.

- b. Board of Review meeting dates: March 4, 2025 at 10:00 am. Organizational Meeting March 11, 2025 from 9:00 am to NOON and 1:00 pm to 4:00 pm. March 12, 2025 from 1:00 pm to 4:00 pm and 6:00 pm to 9:00 pm.  
Monday March 10, 2025 from 9 am to Noon and 1 pm to 4 pm  
Wednesday March 12, 2025 from 1 pm to 4 pm and 6 pm to 9 pm.

- c. ANR Coldsprings / Blue Lake Tax Payment: nothing new

2. Fire Department - Brierley

- a. 11 runs: 2 medical and 9 fire related. 1 mutual aid to Frederick for MABA call out tankers. Stand by 612 at River, 3 mutual aid to Coldsprings, 1 mutual aid call to Bear Lake, and 1 auto aid received from Bear Lake. Mutual aid handout given to the Board.
- b. Jeff and Jack are in their sixth month of Firefighter I and II with Haz mat class being held in Crawford County at Frederick Fire.
- c. Chief completed the 40-hour Fire Instructor course.
- d. Grants: 1) AFG grant 131-800 MHz portable radios (Blue Lake will receive 20). Nothing new to report. 2) Michigan DNR matching grant: Wildland gear, boots ordered, personnel will be measured before ordering, and fire hose ordered. Timelines: Grant expires August 1, 2025. Invoices and payment verification is due on September 1, 2025.
- e. MSA SCBA flow testing: warranty work still in progress.
- f. Training: Truck checks, Special Ops, SxS loading/unloaded utility truck, CPR/BLS refresher class, Medical CEU class pediatric emergencies.
- g. Truck/Equipment maintenance: none for the month
- h. Old Business: Sale of boat: Spring 2025.

3. Planning Commission – Brozovich – no meeting

4. Zoning Board of Appeals – Buttermore

- a. Open ZBA seat status – still open, must be registered voter in the township.
- b. Next meeting March 26, 2025 at 1:00 pm. 2 appeals.

5. Zoning Administrator – Anderson

- a. 1 new application for tear down/rebuild, and 1 violation escalation for the month of February. 2 outstanding violations. Inspections for permit close-outs: waiting on weather.
- b. STR's: 11 provisional holds on STR licensing due to septic tank/systems
- c. Modernizing permits forms and system.
- d. How to guide for permit process: still in progress.

6. Hospital Report – Nichol

- a. Fletemier: Signed the Articles of Incorporation.
- b. Nichol: Update on Pharmacy and teen health grant. Forward talking points.
- c. Barr – Culture, 2 doctors attended the funeral of a Kalkaska man who was their patient. Moments of excellence. Significance of Medicaid reimbursements.

7. Road Committee Report – Shoemaker

- a. Complaints on snowbanks. Replace missing sign on Squaw Lk Rd.

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

- 1. Fletemier read Mr. Jeff VanRiper's email of March 4, 2025 per his request.

**XIII.** Old Business

1. Budget Cycle FYE 2026 meeting dates

- a. Nichol gave BS&A general ledger read and modify report access to Fletemier as well as full budget access. All board members and the Chief have general ledger reporting access with Treasurer and Fire Chief having input access to the budget. Access to the server has not been accomplished yet.

2. Attorney Change to Bauckham Thall
  - a. General – Fletemier will arrange a meeting (virtual or otherwise) for the Board to meet the attorneys taking over Graham and Wendling. Board must make a decision before month end as to how much attorney history to be kept. Fletemier will check how the records are kept.
  - b. HR
3. Kitchen – nothing new
4. Michigan Earned Sick Time Law (ESTA) update – Blue Lake Twp has more than 10 employees. A commission or committee is not part of ESTA. Nichol and Fletemier received differing answers regarding appointed individuals. A special meeting to make decisions after attorneys give us their opinion.
5. Timing of Check issued and Treasurer Signature – hold for future meeting

**XIV. New Business**

1. Millage rates and verbiage: Define “inclusive”. Dates for ballot language.
2. **Motion** by Shoemaker to pass resolution number 03052025-01 to establish or reestablish the Blue Lake Township Fire and Rescue Department, supported by Fletemier. Roll call vote: Brozovich, Shoemaker, Almoose, Nichol, and Fletemier all yes. Resolution adopted.
3. Fire Chief and Assistant Chief Job Description. **Motion** by Shoemaker to adopt the Fire Chief job description, supported by Fletemier. Motion carried. **Motion** by Fletemier to adopt the Assistant Fire Chief job description, supported by Shoemaker. Motion carried.
4. Anavon IT Support - **Motion** by Shoemaker to have Anavon design and install IT System including 7 computers, with router, and travel at a cost of up to \$2,000, supported by Brozovich. Roll call: Shoemaker, Brozovich, Almoose, Nichol, and Fletemier. Motion carried.
5. Pension payout status. Shoemaker, Nichol, and Campbell outstanding.
6. Items to hold for future meetings due to time constraints
  - a. Policy and Procedures
    1. Township Board Ethics Policy – March
    2. Township Board Rules of Procedure – March

**XV. Adjournment – Next meeting April 2nd at 7:00 pm**

1. **Motion** to adjourn at 10:17 pm by Nichol, supported by Shoemaker, motion carried.