

**DRAFT
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Blue Lake Township

Kalkaska County, Michigan

Minutes

Board Meeting

October 2, 2024

15 Present

- I. Meeting Call to Order at 7:00 pm by Shaw.
- II. Pledge of Allegiance was recited.
- III. Roll Call of Board Members – Almose, Shaw, Shoemaker, Shearer, and Nichol present.
- IV. Adoption of Agenda – **Motion** to adopt agenda by Almose, supported by Shoemaker. Motion carried.
- V. Conflict of Interest – Roll call vote: Almose, Shaw, Shoemaker, Shearer, and Nichol all no.
- VI. Minutes of last meeting – **Motion** by Shaw to accept the September 4, 2024 minutes with 2 minor spelling corrections, supported by Shearer. Motion carried.
- VII. The Treasurer's report was accepted. Shearer requested a motion with roll call vote. Motion by Shearer to accept the Treasurer's report, supported by Shoemaker. Roll call: Shearer, Shoemaker, Almose, Shaw and Nichol all yea.
 1. CD's rate are 4.71%, interest on ckg/svg are 1.098%, ICS is 4.5% (down from 5%).
 2. 83 Late notices done today. Late fees charged are 1% per month.
- VIII. Clerks Report –
 1. Discussion around check number 5920 to Top Notch. **Motion** by Shaw to pay the September expenditures in the amount of \$30,553.21 supported by Shoemaker. Roll Call: Shaw, Shoemaker, Almose, Shearer, and Nichol all yea. Motion carried.
 2. How are voter files updated for deaths? Monthly updates are sent to local clerks by the county clerk. Nichol states she is up to date. Statement made that is not true as people known to have died are on my records. Nichol reported that if that is the case, those persons believed to have passed should be sent to her, in writing, so she can verify through the county clerk who has access to what is known as "vital records" where deaths are recorded.
- IX. Correspondence and Guests
 1. Community Officer - Ray Farrier –The monthly report containing 11 incidents which includes the 2 liquor inspections. The report also contained 2 separate MSP incidents.
 2. Kohn Fisher – County Commissioner not present
- X. Public Input – Fletemier states he knows someone who wants to bid snow removal for the fire hall. If the fire department goes out for bid, sealed bids should be sent to chief and forwarded to the clerk to open at the designated meeting. Is our STR list public information? Nichol: STR records are public and the only question is if any information collected is illegal to be distributed under FOIA. Mr. Brown wanted to know why Cindy Anderson, Zoning Administrator was on his property on a specific day. Anderson states she was there inquiring if persons at this address were missing a female dog (pit bull) who appeared to be lost.
- XI. Township Reports – written reports are available in the Clerk's office.
 1. Assessor's Report – Sheneman
 - a. For the month of September: 7 deeds, 0 death certificates, 1 survey, 0 electrical easements, and 2 PRE requests, 1 PRE rescind. The annual 20% has been inspected, BS&A is being updated. The first round of new construction inspections is being conducted.
 - b. A land division question prompted a call to the township attorney. Upon evaluating the LD ordinance, the attorney found it outdated. The board authorized updating the Land Division ordinance by our township attorney.

2. Fire Department – Brierley
 - a. 7 runs: 2 medical and 5 fire related. 4 mutual aid calls to Coldsprings (CO alarm). 1 mutual aid call to Bear Lake.
 - b. Pam, Jeff, Todd, and Troy are in their second week of Medical 1st Responder class. They will finish up next week. Jeff and Jake will attend Firefighter 1 & 2 with Haz Mat to be held at Frederick Fire Station beginning Oct 21st. State testing is set for May 2025. Classes are held on Monday and Wednesday evening 6-10 pm and 1 Saturday a month.
 - c. Top Notch trenched from the new gas meter to the generator preparing to install gas lines which were correct for the volume needed. DTE did not impart this information. Top Notch stated they sent a quote 9/5/24 via email. The amount was \$4,142. As it was not received, Top Notch resent the email.
 - d. Chief to meet with local Fire Chiefs to discuss how each plans for future purchases of fire apparatuses. The Board is encouraged to speak with other boards to find out what they do.
 - e. Training: SCBA, pump operations, Medical CEU (burns & chf), search and rescue off road.
 - f. Truck/Equipment maintenance: none
 - g. Sale of boat: we will wait until the Spring when a much better price can be had.
3. Planning Board Report – Shaw
 - a. Next regular meeting on October 22nd at 7 pm. Sent info to PB regarding upping fees for zoning violations.
4. Zoning Board of Appeals – Buttermore - no meetings
5. Zoning Administrator – Anderson
 - a. 25- active permits including 4 new and 3 violations for September.
 - b. Winter hours for ZA are Dec - March 10 am – 2 pm Wednesdays and weekends by appointment.
 - c. Letters with applications for STR renewals to be mailed 10/15/24 with requirement they be received back by 12/15/2024.
6. Hospital Report – Nichol
 - a. Community communication plan has been updated for the November vote. KMHC wants to know what day and time would work for them to come out and give information. With a lack of interest for a formal on site visit, no date will be set. Nichol has a hand out “Transfer of Structure” she can pass out to those who inquire.
7. Road Committee Report – Shoemaker – next meeting 9/11/24 at 9 am
 - a. Working on Twin Lake Rd, Gedman should be paved today then shoulder work to be done; Pflum should be started tomorrow with shoulder work after that, Blue Lake Rd will be finished after Gedman and Pflum are finished.

XII. Board Member Comments and Input –

1. Nichol: it looks like no reimbursement from SOM for August’s Primary
2. Shaw – ESLA (earned sick time act) takes affect 2/21/25
3. Almose – Shrubs around hall need fertilizer and weed prevention (can use Hodge Svcs)

XIII. New Business

XIV. Old Business

1. Township remodel: New Special Meeting set for 10/31 at 10 am at the township hall to discuss paying vendors direct for cabinets and flooring, decide what appliances will be purchased, changes to bid specifications as necessary, what board members found out about in countertop electrical for the island.
2. KCSAS – Shaw produced a handout of reported sales of residential or rural residential properties nearby due to very few commercial properties to compare to. Could not find an

appraiser for commercial but talked with the bank. With the help of Cindy Anderson (in her real estate compacity), Shaw determined a cost of \$35,000 but stated there are many other things to consider when discussing a land's value like location, hardwood. Public: Fletemier, Greenstone could possibly be called in for a fee – they are a finance company.

- a. KCSAS will meet with Planning to find out what steps and how it fits in the zoning and use then take that to the Board. This will be on or after 10/31. Planning will also need to check with the attorney.

XV. Adjournment – Next meeting November 13 (second Wed due to the vote), at 7:00 pm

1. **Motion** to adjourn at 9:34 pm by Nichol, supported by Shearer, motion carried.