

**DRAFT
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Blue Lake Township

Kalkaska County, Michigan

Minutes

Board Meeting

December 4, 2024

17 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 by Almose, supported by Shoemaker. Motion carried.
- V. Conflict of Interest – Roll call vote: Almose, Brozovich, Shoemaker, Fletemier, and Nichol all no.
- VI. Minutes of last meeting – **Motion** by Almose to accept the November 13, 2024 minutes supported by Shoemaker. Motion carried.
- VII. Treasurer's report - Almose
 1. **Motion** by Fletemier to accept the Treasurers report, supported by Shoemaker, motion carried.
 2. Winter 2024 Tax bills were mailed on 12/2 from Grand Rapids.
- VIII. Clerks Report – Nichol
 1. **Motion** by Almose to pay the November expenditures in the amount of \$43,108.42 supported by Shoemaker. Roll Call: Almose, Shoemaker, Brozovich, Fletemier, and Nichol all yea. Motion carried.
 2. Audit continues.
 3. 4 Front CU – **Motion** by Nichol to cancel Blair Shearer's credit card issued by 4 Front CU and issue a new credit card to Todd Fletemier, the duly voted in Supervisor as of November 20, 2024 keeping the same limit as Shearer was provided. Seconded by Shoemaker. All voted in the affirmative, motion carried. Nichol to send tonight's minutes to the 4 Front CU to process the cancellation of Shearer's credit card (which was returned shredded to the township offices in a timely manner) and begin the process of providing Fletemier, Supervisor, a new credit card.
- IX. Correspondence and Guests
 1. Community Officer - Ray Farrier –The monthly report contained 5 incidents which includes the 2 liquor inspections. As there have been a few larcenies in the township over the last couple of months, please remember to keep your camera's on and check their batteries. Folks may wish to pull into a neighbor's driveway when you know they are not home to give the appearance of activity at the household. Sheriff Whiteford stated their budgets were approved with the help of Dave Schafer (Accounting) which made the process easier. The budget also included enough to keep the School Resource Officer. KCSO no longer has its speed sign that Blue Lake has taken advantage of in the past; it caught fire and was retired. The board was asked to consider the electronic speed signs. The Sheriff would like this to be a collaborative endeavor. There is much electronic data to be had from these signs. Approximately 40% of the vehicle population is still too old to communicate with the signage. This will eventually catch up as commuters replace vehicles with newer models. It is unknown if the speed sign is able to use commuter smart phones (i.e.: Google) to get the same information. A zoom meeting will be scheduled in January to discuss this program with townships and how the costs may be distributed. It is an expensive acquisition. Costs should be fair and equitable.
 2. Kohn Fisher – County Commissioner not present

3. KCSAS – Rick Norey

- a. Began with asking if the 2 new board members would like him to go back through the points and information provided in previous board meetings. Both Todd Brozovich and Todd Fletemier appreciated the question but were present at those board meetings. Norey asked to move on the lease.
- b. Lease Implications: Fletemier: A question was asked about the constitutionality of the lease at a prior meeting; only \$1. Fletemier researched prior attorney correspondence. Leasing at a non market rate is not constitutional, the township has to get a like value. The lease brought in the statement residents could join the KCSAS, but any resident can join the association. I have not followed up at this time and do not have an answer for that. The Board and the KCSAS would have to get together and determine if it is a risk to one or both parties and perhaps some verbiage could be included. The Second concern I have is the buy back verbiage that says if the lease is mutually terminated in years 0 – 10, the township has to reimburse the club for 100% of the investment. If the club goes defunct it doesn't count, if there is breach that doesn't count, but if there is mutual dissolution of the lease then...in years 11 – 20 its 50%. From an accounting perspective; if lets say the club spends \$500,000 the township would have to set aside a like amount. I think that when the lease was first discussed the amount of the building was much less so it wasn't that much of a concern. The township would not be capable of putting that amount of money into a separate line item to be held for such purposes.
- c. Property Sale Discussion: Norey: well, what about selling the property? Fletemier: we do need an appraisal, none received to date are what is needed. Fletemier will get an appraisal. Let me update the board on what the Planning Commission (PC) has discussed, if that is ok with the board; its actually on the agenda but further on down. Southwell and I met with Norey to go over everything. The information collected was discussed at the PC. In ZO we have a club and KCSAS meets the definition of a club however, we don't allow any clubs in our zoning. As of right now, KCSAS would not be able to build. PC would have to adopt or amend the ZO to permit clubs and this would have to be under a special use permit. The PC would need to do a lot of work to accomplish this and then it would go out to a public meeting. Norey asked how long this process would take and Fletemier stated could be about 18 months. The extra uses above an accessory building makes this process more complicated. A barndaiminum could be built but this is commercial property which is the complication, in residential it is allowable for single family. PC sent more questions to KCSAS The PC can move forward after the answers to the questions are received. Norey: it's a lot of work for us too and if the Township Board doesn't or will not ask for club special use, we are not sure our time will be well spent. Fletemier: its like the chicken and the egg. ZA Anderson: can it go to the ZBA? Fletemier: no as there is nothing in zoning at this time. There are 3 things that must be met. Nichol: couldn't "practical difficulties" be used? Fletemier: Again, nothing in zoning. We need to find the right way to do it. The supplemental site plan must be met by KCSAS. The PC has to make a decision whether or not its under a lease or a sale. Norey: I just cannot understand why the township would not sell and preclude any lease and its financial implications for the township. We are already here. If we raise, lets just say \$500,000, to build, we need to be able to say we are building more than a pole barn to get donations from businesses. And how much of the questions do we need to have answered before the PC can make a decision. We do not want to spend \$5,000 on engineered drawings at this point. We know we have to have building codes and DH for septic and we will be doing this by code. Fletemier: No, you don't need to spend the dollars on engineered drawings at

this point but we do need to see a site plan. Norey: we have drawings. And the Spark grant had many things that we had to comply with, we won't need everything Spark grant required now. The site plan would show the buffer for the neighbors. Only one neighbor butts up to the five acres. Norey: please get an official appraiser in a timely fashion and how do I get on the Planning agenda? Fletemier: due to the buy back clause, it really appears that a sale would be the only way to get what you need. The PC can be asked to expedite the process. **Motion** by Nichol to have Fletemier, Supervisor, to get a commercial appraiser at no more than \$2000, supported by Shoemaker. Roll Call: Nichol, Shoemaker, Brozovich, Fletemier, and Brozovich all yea. Motion carried. Brozovich: due to size, rezoning to other than commercial is not possible? Fletemier: Yes, that is correct. BLT should look at rezoning some of the other land we own.

- X. Public Input – Blue Lake Lake Assn would like to be involved if the sign the Sheriff was speaking of will be placed on Blue Lake Rd.
- XI. Township Reports – written reports are available in the Clerk's office.
 - 1. Assessor's Report – Sheneman
 - a. For the month of October: 13 deeds, 5 death certificates, 0 surveys, 2 electrical easements, and 0 PRE requests, 0 PRE rescinds. Will be out later this month to review the status of new construction that has taken place. New construction will go on the 2025 tax rolls as taxable value.
 - b. ANR was found to have taxable values from 2022 and 2023 of \$33,531,450 and filed the form L-4155 (omitted tax form) with the STC that included the Assessors completed portion. Nichol informed the auditor in case they needed a note to the financial statements.
 - c. BOR – meeting scheduled for December 10, 2024 at 10:00 am. **Motion** by Nichol to accept Fletemier's resignation from the BOR, supported by Shoemaker. Motion carried. Open seat on the BOR, any candidate recommendations, please forward to Fletemier. Gruley and Buttermore will make the December quorum but will need a third member for the March BOR (which has a 2 day requirement).
 - 2. Fire Department - Brierley
 - a. 8 runs: 5 medical and 3 fire related. 1 mutual aid call to Coldsprings for a car crash. 1 mutual aid call to Bear Lake for a lost hunter.
 - b. Kalkaska COA sent a donation in the amount of \$143.75. The FD will use the dollars to purchase another battery-operated chain saw. The check was given to the Treasurer today. Thank you COA!
 - c. Firefighter I and II with Haz mat will be held in Crawford County at Frederick Fire. Jeff and Jake are now in the third month of the class.
 - d. Chief was unable to attend Lambda's December tabletop disaster meeting as he was called away. The December Kalkaska Fire Chief's meeting will be attended by Tim Walberg and Jack Bergman where discussions will center on fire funding on a state level, what Chiefs need and how they can help.
 - e. AFG grant – we are working with Kalkaska and Crawford County departments for a regional grant for 800 MHz portable radios. Had a lengthy telephone conversation with Jack Bergman's office (Stevie Quijar) getting a lot of information. Senator Berman is writing a letter of support for our grant. A meeting on Monday with all the fire chiefs to finalize the grant (numbers and information review/update as necessary) A TC grant was written for \$10,000, we are in a pending status.
 - f. Summit Fire Protection scheduled for January 11th for our annual fire extinguisher inspections at the fire station and the township hall.
 - g. December 7th Blue Lake Twp Fire Department with the DNR and Sheriff Department will have a safety Snowmobile presentation at the Township Hall. This

is part of the KCSAS annual snowmobile safety class. "What three words" an app that tells dispatch where you are.

- h. MSA is coming to do our annual SCBA flow testing in December.
 - i. Training: Truck checks, pump operations, thermal image camera, and station well water supply review with station 8.
 - j. Truck/Equipment maintenance: No maintenance for the month.
 - k. Fletemier to meet the Chief for a tour to learn more about the fire department and plans to attend some meetings in the future. The cost figure on your mutual aid report; is that just fireman hours? Chief: Yes. Perhaps at a later date we could look into cost recovery.
 - l. **Motion** by Fletemier to accept Brozovich's resignation from the fire department, supported by Shoemaker. Motion carried. **Motion** by Fletemier to approve extra duties as a fireman as previously for Brozovich, supported by Almose. Discussion: Nichol: I have concerns over having two board members also on the fire department. In the past few years there has been much conflict including fierce public comments. Does anyone have concerns on that? Fletemier: Due to the limited pool of people it is ok to have Board Members assigned extra duties (confirmed by the Attorney). If we, as a group (Board members) manage our conversations in a polite and professional manner and not have some of the heated discussions that have happened over the last years, we can manage that piece of it. I don't think telling people they can't go back on the fire department is the right thing to do for the fire department and the community. It can potentially put the two board members in a difficult situation. I believe you two guys can handle that and you know that going in. You have a duty to the township that takes precedence over any of your duties at the fire department. That's what I would expect. Nichol: I would expect that but also would expect they would have loyalty, camaraderie, and give your best. Before I can say yes to these two men, I had to speak about the past. Fletemier: Yes, I believe the best thing we could do is talk about the issues and doing it this way is a really good way to do it. No other comments from other board members. Fletemier called for the voice vote, motion carried with Brozovich abstaining. **Motion** by Almose to accept Shoemakers resignation from the fire department, supported by Fletemier. Motion carried. **Motion** by Fletemier to approve extra duties as a fireman as previously for Shoemaker, supported by Almose. Motion carried with Shoemaker abstaining.
 - m. Old Business: Sale of boat: Spring 2025.
3. Planning Commission Report – Fletemier
- a. **Motion** by Almose to accept Fletemier's resignation from the planning board as member and secretary, supported by Brozovich. Motion carried. **Motion** by Fletemier to appoint Brozovich as Board Ex-officio PC member, supported by Shoemaker. Motion carried. **Motion** by Fletemier to appoint Karen Brozovich as Secretary to the Planning Commission (non-voting position), supported by Almose. Motion carried.
 - b. STR zoning change would allow STR in commercial only thus ending STR's in residential. Once the current STR's that were "grandfathered" in are depleted, there will be no more STR's in Blue Lake Township. **Motion** by Nichol to take off the STR board action in December and place it back onto January's Agenda, supported by Shoemaker. 2 yeas and 3 nays. Motion did not pass. **Motion** by Fletemier to accept STR ordinance and Section 4.12 as submitted by the PC, supported by Brozovich. Roll Call: Fletemier, Brozovich, Almose and Shoemaker yeas, Nichol nay. Motion carried. Fletemier to get the summary for these two zoning ordinances in word format to Nichol for publishing within 15 days.

4. Zoning Board of Appeals – Buttermore - no meetings
5. Zoning Administrator – Anderson
 - a. 46 open permits and 3 open violations in December.
 - b. Reminder: Winter hours for ZA are Dec - March 10 am – 2 pm Wednesdays with weekends by appointment.
 - c. STR transparency is established and verified by our attorney. There are currently 37 on the books. 2 licenses have been issued, 5 were incomplete and 25 have yet to be returned.
 - d. How to instruction for residents regarding building projects in Blue Lake Townships requested from the Board, and Blue Lake Township Open Permit spreadsheet fully updated and merged with existing permits prior to my appointment.
6. Hospital Report – Nichol
 - a. Discussion on the CEO’s retirement and the search for his replacement. Long discussion on the workings of the 501C3 transition. KMHC has also scheduled a meeting regarding the transition for Supervisors, Clerks, and Treasurers to discuss next steps tomorrow evening at 6 pm in the Wm. Kitts building. Fletemier and Nichol will attend and update the Board as soon as possible. Expanding our depth with board members; I am interested in emerging and new care models so the idea is for me to read and gather information that I have learned and present it to the board. This engages board members who may have varying health care interests and may or may not be on a board.
7. Road Committee Report – Shoemaker – next meeting 9/11/24 at 9 am
 - a. No new road committee meeting is scheduled at this time. Looking for at least two new committee members.
 - b. KCRC plays a part in Land Divisions with regard to the placement of driveways. Twin Lake Rd: waiting for KCRC Mgr. John Rogers to give us information. He will come to a road committee meeting in the future.
 - c. **Motion** by Shoemaker to use regular gravel on the shoulders of Eagle Lk Dr and Eagle Ln, supported by Fletemier. Motion carried. Fletemier will write the letter to Rogers.
 - d. Chip seal will hopefully be added next year. County still plans on paying for Blue Lake Rd chip seal.
 - e. **Motion** by Fletemier to accept Brozovich’s resignation from the Road Committee, supported by Shoemaker. Motion carried. (Cannot have 3 board members).
 - f. Status of Resolution on Speed Limits Study – resolution goes back to attorney for his input. Fletemier wants a copy of what Shearer proposed.

XII. Board Member Comments and Input –

1. Nichol – awaiting email from Waste Management on bidding trash pickup (Rachael).

XIII. Old Business

1. Kitchen – Brozovich requested the bid specifications as they are unfinished. Nichol and Brozovich will set meeting time to get things together to present a finished project for the full board to make a decision on.
2. ARPA funds designation. **Motion** by Almose to commit 100% of ARPA dollars to the kitchen remodel, supported by Shoemaker. Roll call: Almose, Shoemaker, Brozovich, Fletemier, and Nichol. Motion passed.
3. Michigan Earned Sick Time law implications and tracking. Nichol and Fletemier will do the research and come up with a policy. BS&A can track sick time.

XIV. New Business

1. Hall Rental Security. Fletemier believes we should have a policy. We will look into this further and get a decision on policy. Adobe for the server.
2. Fire Chief employment extension as the Chiefs verbal renewal expires 12/31/2024.

Fletemier will have documents back for the February 5 meeting. **Motion** by Fletemier to have Greg Brierly continue as Fire Chief with his current responsibilities with his current salary at \$35,000 per year paid monthly with no other benefits or extra pay as an at-will employee of the township through February 28, 2025, supported by Nichol. Roll call: Fletemier, Nichol, Almore, Brozovich, and Shoemaker all yeas. Motion carries.

3. 2025 Meeting Schedule

4. Policy and Procedures – hold for future meeting due to time constraints

5. **Motion** by Nichol to amend the agenda to include the Land Division Ordinance, supported by Almore. Motion carried. **Motion** by Nichol to pass the updated Land Division Split Ordinance, supported by Almore. Roll call vote: Shearer, Nichol, Shoemaker, Shaw, and Almost all yea. Ordinance passed. BS&A has all Assessor information on line

XV. Adjournment – Next meeting January 8th, at 7:00 pm (as January 1st is a holiday)

1. **Motion** to adjourn at 10:08 pm by Nichol, supported by Fletemier, motion carried.