

FIFE LAKE TOWNSHIP

**Fife Lake Township Hall, 134 Morgan Street, Fife Lake, MI 49633
231-879-3963 Phone / 231-879-3146 Fax**

Regular Meeting
APPROVED MINUTES

Thursday, November 16, 2023, 6:00 p.m.

CALL TO ORDER:

Supervisor Lisa Leedy called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

Present:

Supervisor Lisa Leedy, Clerk Leigh Gifford, Treasurer Cathy Sorrow and Trustees Dawn Zimmerman and Nicole Gibson. A quorum was established.

Absent: None.

APPROVAL OF AGENDA:

Amendments to Agenda:

Correct date in heading of Agenda from October 26, 2023 to November 16, 2023.
Add to Guests: Awards for Fred Joles and John Strobridge.

Board Action:

Ms. Sorrow made a motion to accept the Agenda as amended. Ms. Gifford seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

CONFLICT OF INTEREST:

Trustee Gibson recused herself from discussion and voting on Snow Plow bids.

CONSENT CALENDAR:

The Consent Calendar to include: Fife Lake Township Regular Meeting Minutes of October 26, 2023, Financial Report, Transfers and Bills to be Paid.

Clerk Gifford requested Time Sheets and Bills to be Paid be pulled the Consent Calendar.

Trustee Zimmerman asked for clarification of items on the Ask Clerk Report in the financial packet; each of which was resolved or on the Agenda.

Amendments to 10/26/23 Regular Meeting Minutes:

None.

Board Action:

Ms. Sorrow made a motion to approve the Consent Calendar as amended. Ms. Gibson seconded the motion.

ROLL CALL VOTE:

Leedy-Y, Sorrow-Y, Gibson-Y, Zimmerman-Y, Gifford-Y. 5-Yes, 0-No. Motion carried.

Clerk Gifford distributed Time Sheets to the Board for review.

Board Action:

Ms. Zimmerman made a motion to approve the Time Sheets as presented. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

Gifford-Y, Zimmerman-Y, Sorrow-Y, Leedy-Y, Gibson-Y. 5-Yes, 0-No. Motion carried.

Bills to be Paid:

There was a previous question whether the generator purchase and roof expense, as well as the DTE charges can be 100% covered through ARPA funds. Clerk Gifford stated the DTE fees were not initially considered.

Supervisor Leedy cannot see any record of a payment made on the generator to date, just the bid for \$35,480. The generator purchase was approved on 12/16/21. Specific funding for the new DTE meter, gas and electric installation needs to be determined.

Clerk Gifford stated due to the meeting being a week early because of the Thanksgiving holiday, the regular monthly bills may not all be on the Bills to be Paid as submitted. She confirmed the Township has a post-audit policy where those bills can be paid upon receipt.

Clerk Gifford stated there is an attorney invoice for \$44 as she needed to call the attorney regarding an Open Meetings Act FOIA about any Township software subscriptions. There is a cemetery management software subscription called Pontem that we do not use and has been cancelled. The appropriate FOIA billing per our policy will be sent. Clerk Gifford would like the Bloom Sluggett invoice added to the Bills to be Paid.

A Gilroy's Hardware bill for approximately \$40 in cemetery purchases was presented for approval tonight to take advantage of the early pay discount.

Clerk Gifford would like to add the Northwest Lock \$403 invoice for re-keying the building. She would also like to add the \$50 Municipal Underwriters invoice for our annual bond renewal.

A \$2,600 invoice was received from Roger Gibson for the work approved behind the Township Hall. The Board recognized Mr. Roger Gibson, who verified all items on the bid were completed regarding the project behind the building. Ms. Gifford stated former Supervisor Gerianne Street called for Mr. Gibson to pick up the core log she had at her residence to possibly use behind the building. Mr. Gibson did not see a use for it there as there was no erosion problem.

As it is Township property, the core log will need to be picked up from her property.

Clerk Gifford spoke of the education opportunity at Treetops Resort in Gaylord on 12/5/23. It needs to be paid by tomorrow to get the early discount. She needs a method of payment through the Township or put it on her own credit card for reimbursement, which she would prefer not to do. The cost would be \$250 for two people, Township Clerk Gifford and Deputy Clerk Hempsted.

Treasurer Sorrow will see if the credit card is still active.

Board Action:

Ms. Sorrow made a motion to approve the Bills to be Paid as amended. Ms. Gifford seconded the motion.

ROLL CALL VOTE:

Zimmerman-Y, Leedy-Y, Sorrow-Y, Gifford-Y, Gibson-Y. 5-Yes, 0-No. Motion carried.

CORRESPONDENCE:

None.

CITIZEN COMMENT:

Ms. Mary Ann Aldridge, 417 East State Street, Fife Lake, MI 49633:

Ms. Aldridge stated she comes from eight generations of Fife Lake residents. She is here tonight representing the Fife Lake Area Genealogical Society. They are interested in showing the area cemeteries and conducted tours during the Scarecrow Festival. Trustee Zimmerman attended a recent tour. The Society is asking Fife Lake Township for permission to conduct a tour in Fife Lake Cemetery. She dressed in period costume and featured Civil War and pioneer families in the Clark Cemetery. They would like permission to conduct these tours twice a year.

The Society approaches cemetery tours with dignity and respect to honor those buried in the local cemeteries. There is a lot of lichen and mold invasion that eats away at the marble on the monuments. They would like permission to perform mild monument maintenance with no chemicals. Additionally, they would not work on delicate stones. Most of these monuments

are so old there is no family to notify. It is important to retain the historical information of these burial sites. Springfield Township has given permission.

Ms. Yvonna Downey, 218 Boyd Street, Fife Lake, MI 49633:

Ms. Downey stated years ago there was an issue with a plot; Mr. Joles looked at it at the time and he saw no problems. Subsequently, she received a letter stating stones needed to be removed, and they were. At that time, she was informed what could be placed there. She showed photographs to the Board of what has been at that gravesite for 10 years. A border was placed by a Township employee, and she was told that was fine. She then showed the Board a recent photograph from this fall showing that, unbeknownst to her, everything has been removed. She stated she spoke with Sexton Plamondon, who was very unpleasant. She would like the Board to explain what is appropriate and why her items were removed without explanation.

Ms. Downey has read the Ordinance and interprets it as the Township can do whatever they want. She believes this situation is very unfair and disrespectful.

Ms. Sorrow will review this situation. As this item was brought up during Public Comment, this topic will be put on next month's Agenda.

GUESTS:

Awards for Fred Joles and John Strobridge:

Supervisor Leedy reported several Board Members from the Fife Lake community's municipalities attended the Grand Traverse County-Michigan Township Association Annual Awards Banquet. There were many communities represented and awards for service presented. Mr. Fred Joles and Mr. John Strobridge were awarded the Frank Purvis Stewardship Award by Fife Lake Township Clerk Leigh Gifford; however, neither of the gentlemen could attend the event. The Fife Lake Township Board honored them at this evening's Board Meeting.

Clerk Gifford delivered her presentation detailing their volunteerism and dedication to the Fife Lake community, decades of service to the health of the lake, the creation of the Lake Association in 2005, and their mentorship. Fife Lake is fortunate to have them in the community. The Frank Purvis Stewardship Award was established on 6/23/83 to honor those who demonstrate a high degree of dedication to sound community planning, ideals and volunteerism. It is a traveling plaque currently displayed in the Fife Lake Township Hall showcasing all recipients. Supervisor Leedy and Clerk Gifford also presented individual awards to them. The Board thanked them for their years of dedication and service.

REPORTS:

County Commissioner, Mr. Darryl Nelson:

Commissioner Nelson congratulated Messrs. Joles and Strobridge and other local award recipients.

He is part of a three-member Board regarding the Grand Traverse Pavilions and their financial deficit. \$5.3 million will be paid to the Pavilions through rebilling dating back to 2019. This is an arduous process, and most of these submissions have now been approved by the Federal government. They need to be reviewed by one more division.

Funds that Grand Traverse County paid to maintain the Pavilions will be returned over the next 12 months. A \$1.2 million lawsuit has been settled. In total, approximately \$6 million owed to the Pavilions will be paid out. Going forward, there have been some software issues. A new food service provider has been hired for their Dietary Program. The Executive Director was resigned; an interim Executive Director has employed a different approach which appears to have changed the culture for the better.

Their business model going forward looks promising. The Pavilions has a high census turnover due to many short-term rehab stays; Munson Medical Center would like to house patients there whether temporary or long-term. A dashboard system has been designed to monitor census, finances, policy, etc.

Grand Traverse County and Emergency Coordinator Gregg Bird have a backup/emergency plan for every department in the County. There is a web-based plan available; it will be reviewed annually. If Townships would like to participate in a similar plan, the County is available to assist.

Supervisor Leedy stated she was at an informational meeting with the Road Commission. Fife Lake Township's Lakeshore Drive had been on the list for road repairs and has since fallen off of it. Commissioner Nelson noted there is an interim administrator there presently.

Ms. Leedy stated she spoke with them about surveying and the Utility Authority as relates to Lakeshore Drive, believing the surveys FLAUA has would be helpful. That was rejected by the Road Commission. She asked what she could provide that could assist in moving Lakeshore Drive forward. She has received no response and will continue to pursue this matter.

Sheriff Department - Grand Traverse County Deputy Whetstone, Fife Lake Township Community Police Officer (CPO):

Deputy Whetstone was unable to attend the meeting. A Daily Officer Summary is in the meeting packet.

Ambulance/Fire/Emergency Planning – Ms. Nicole Gibson, Chief Scott Tinker.

Ms. Nicole Gibson:

Ms. Gibson reported provided the EMS report:

There were 12 calls for service in Fife Lake Township and six calls for service in Springfield Township.

The old ambulance was sold. The new one is in; radios need to be installed. ACLS & PALS refreshers were held on November 8. There have been additional skills training sessions during the month.

There was a significant accident on 11/6/23 with very good collaboration between Fire and EMS.

Chief Scott Tinker:

Absent. No report. Trustee Gibson reported for Fire.

There were nine calls for service last month, including the serious accident on 11/6/23.

Fife Lake Village – Village President Mr. Tom Hempsted:

President Hempsted reported the Village's fall cleanup and winterization are in process. Holiday decoration installation started today. Snow removal equipment and supplies are ready for the season.

A bill will be submitted for the FLAPC for the Township's portion. He has met with Whitney at H&R Block. The invoice will be for November and December. Starting next year, they will be issued quarterly and itemized.

Trustee Zimmerman asked about the Boat Wash Station winterization. Mr. Hempsted stated the key is getting sorted; it will be pumped out, shut down and covered by next week.

Fife Lake Area Utility Authority (FLAUA) – Ms. Leigh Gifford:

Clerk Gifford reported the FLAUA meeting was held 11/15/23.

As mentioned last month, a rate study was conducted. Ms. Amanda White from Michigan Rural Water Association delivered a presentation on FLAUA short- and long-term planning regarding funds, equipment maintenance and repair as well as a rate assessment. The FLAUA Board approved a rate increase from \$55/REU to \$70/REU, effective January 1, 2024 with an anticipated annual 4% COLA increase, effective January 1, 2025. There have been no rate increases since the system renovation in 2016. During this time, the Authority has worked to run the sewer system as cost-effectively as possible. Increases are necessary to plan for general maintenance and capital improvements.

Supervisor Leedy believes each municipality needs to approve a rate assessment/increase. Clerk Gifford believes that used to be the case but that a Resolution may have since passed giving the FLAUA the authority to do so independently.

RFQs were sent out and H&R Block was retained for Accounting Services and UHY (formerly Baird, Cotter & Bishop) was retained as Auditor. RFQs were not necessary for Legal and Engineering as the services utilized are currently Of Record for the FLAUA.

Compliance Officer Ray Ravary conducted 90-day evaluations on his two part-time employees; a \$.50/hour wage increase was approved.

2023 proposed budget adjustments will be presented at the December meeting.

Fife Lake Chamber of Commerce – Ms. Deb McCool:

President McCool reported the Chamber has seen a year of transition and growth. To date, \$36k was raised for Chamber activities. They pursue fundraising activities throughout the year to sponsor more events beyond the 4th of July. Their goal is to develop more projects year-round. The Scarecrow Festival was very successful, with 225 children participating along with their families.

Christmas in the Village is scheduled for Saturday, December 9 from Noon-3pm. They have coordinated with the American Legion to host Santa, who will be there from 11am-1pm. The Library is also sponsoring their second annual Cookie Walk from 9am-3pm.

The Chamber has obtained licensing for a new fundraising raffle. A weekly progressive Queen of Hearts raffle will be held at the Fife Lake Inn every Monday at 7:30pm beginning November 27, 2023 throughout the winter months.

The Chamber's Annual Meeting will be held on December 5, at 5:30pm at the Village office. The 2024 Budget will be presented at that meeting, and Board Officers will be elected as well. Chamber Members can vote by ballot, and the public is welcome. Light refreshments will be provided.

An Appreciation Dinner for all Chamber Members and Sponsors is being planned for January at the Upper Bar & Grill. The Chamber has been asked by the Fife Lake Party Store to collaborate with them as they host an Ice Fishing Derby on January 20.

The Chamber collaborated with Friends of the Library on a community cookbook. They have been published and are available at the Library for \$25 each.

Zoning Administrator – Mr. Robert Hall:

Vacant position. No Report.

Supervisor Leedy reported former Zoning Administrator Bob Hall did not fulfill his commitment through October 30, 2023, as stated in his letter to the Township. The Board needs to issue several permits; however, the Township Board needs to appoint someone to issue those permits.

Ms. Leedy stated she issued a permit for an ADA restroom. This applicant has been waiting since August and cannot move back into their house without it. She has been fielding other inquiries.

Fife Lake Area Planning Commission (FLAPC) – Ms. Dawn Zimmerman:

Ms. Zimmerman reported the Planning Commission met on November 14, 2023.

Commissioners Parkham and Rookus were absent. The Board regretfully accepted the resignation of FLAPC Secretary Lisa Leedy due to the incompatible office as a result of her appointment as Township Supervisor.

The Board postponed hiring a Planner until the Township has a Zoning Administrator in place.

Regarding the proposed conditional zoning map amendment for the Fife Lake Family RV Resort, LLC application, the Board is awaiting the Attorney Opinion. Upon receipt of that, a Public Hearing will be scheduled.

A Save the Date for a joint meeting with the FLAPC has been sent and scheduled for Tuesday, January 9, 2023. The following entities were notified and invited to attend: Fife Lake Township, Fife Lake Village, Springfield Township, Downtown Development Authority, Fife Lake Area Utility Authority, Fife Lake Library Board, Fife Lake Historical Society, Fife Lake Emergency Services, Fife Lake Chamber of Commerce, and the Forest Area Schools Board.

The location and time are to be determined. Based on anticipated attendance, the meeting may be held at the American Legion Hall.

The Board postponed appointing a new Secretary.

Discussion on the Sky Box Cannabis drive-thru was postponed as the Board was missing three Members and Ms. Zimmerman recused herself due to potential conflict of interest. This left the Board without a quorum.

The next Regular Meeting will be held December 12, 2023, at 6:30 p.m. at the Fife Lake Township Hall.

Civic Center South – Ms. Gerianne Street / Mr. Terry Street:

Supervisor Leedy reported Civic Center South had no quorum at their last two meetings. Based on an email she received, they will be looking at revisiting their By-Laws.

Cemetery Report – Sexton Lisa Plamondon / Treasurer Cathy Sorrow:

The Cemetery Report was in the meeting packet. Ms. Sorrow stated she will be contacting resident Mary Ann Aldridge who commented earlier this evening.

NEW BUSINESS:

Library Service Agreement FLPL:

A new Library Service Agreement to continue service and a request for \$1,000 contribution was in the meeting packet. Village President Tom Hempsted was acknowledged by the Board; Mr. Hempsted stated each year the Library submits a request for \$1,000 in support. He verified an invoice can be submitted to the Township upon approval.

Board Action:

Ms. Gifford made a motion to approve the Library Services Agreement and annual \$1,000 contribution. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

Leedy-Y, Gifford-Y, Gibson-Y, Zimmerman-Y, Sorrow-Y. 5-Yes, 0-No. Motion carried.

Grant for Lake Study:

Supervisor Leedy stated she received an email from EGLE regarding a grant opportunity. She spoke with the Conservation District to discuss whether this would be an appropriate application for a lake study to evaluate the condition of the lake. They stated it would be an excellent opportunity. It is due January 19, 2023. Ms. Leedy is willing to write the application.

There was Board discussion and agreement that a lake study to determine the condition of the lake would be beneficial in moving forward.

Board Action:

Ms. Gifford made a motion to authorize Supervisor Leedy to write the DEQ Watershed Organizational Support Grant application. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

Ms. Leedy will provide draft for Board review at the December meeting.

Policy for Receipting Over/Short:

Treasurer Sorrow reported that the County needs the Township to adopt a Policy for Over/Short Receipts. She explained this is in the event we receive tax payments of less than \$5 that are over or short of the amount due, they are not forwarded to delinquent accounts. This saves money in billing expenses. A sample policy was in the packet.

Board Action:

Ms. Leedy made a motion to adopt the sample Over/Short Policy as presented. Ms. Gibson seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

Possible Formation of Oak Wilt with FLV:

Ron and Noreen Broering reached out to Supervisor Leedy regarding the possible Oak Wilt situation and its implications. She spoke with Village President Hempsted and suggested a committee be formed to work jointly with the Village. She would develop a committee description if the Board is interested in pursuing this.

There was Board consensus to create initial information regarding the structure of an Oak Wilt Committee, following Township Committee Policy. Ms. Leedy will create this and present it at the December meeting.

FLT YouTube Meetings:

Supervisor Leedy stated Township meetings are currently audio recorded. The Clerk receives FOIA Requests for such recordings. Ms. Leedy suggested the Township post meetings on YouTube to allow people to watch meetings live and put archives on it as well. It would allow seasonal residents to remain engaged. There would be no cost to the Township as there is already infrastructure in place to do so. Many municipalities do this. It also supports transparency.

There was Board discussion. Trustee Zimmerman stated at the prior Fish Habitat Special Meeting, there were many off-site residents who could not attend in person but would have liked to have seen/heard the meeting. Clerk Gifford stated this subject of online posting was discussed at the recent Clerk's meeting.

Board Action:

Ms. Gifford made a motion for Supervisor Leedy to set up a YouTube channel for posting and live streaming Fife Lake Township meetings online for the public to view. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

ARPA Resolution to Grand Traverse County:

Supervisor Leedy reported that Fife Lake Township requested ARPA Funds from Grand Traverse County for the new Firebarn roof; however, the paperwork was not submitted. The Township needs to approve a Resolution to accept the funds to be awarded from the County's ARPA funding.

The Grant Reimbursement Request form to accept the funding is due by December 11, 2023.

Board Action:

Ms. Gibson made a motion to approve the Resolution for the ARPA Funding Agreement with Grand Traverse County according to the amount that was applied for by former Township Supervisor Gerianne Street in order to collect the monies. Ms. Gifford seconded the motion.

ROLL CALL VOTE:

Zimmerman-Y, Sorrow-Y, Leedy-Y, Gibson-Y, Gifford-Y. 5-Yes, 0-No. Motion carried.

Supervisor Leedy will complete and submit the form.

Accept Resignation of Gerianne Street from FLAUA / Post Vacancy:

Supervisor Leedy reported the Township received a letter of resignation from former Township Supervisor Gerianne Street resigning from the Fife Lake Area Utility Authority. She will remain on the Civic Center South Board.

Board Action:

Ms. Gifford made a motion to accept Ms. Gerianne Street's resignation from the Fife Lake Area Utility Authority. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

Supervisor Leedy will post the FLAUA vacancy for a Township representative.

Township Credit Card:

Treasurer Sorrow reported she met with Ms. Sandy Groesser, Business Development Specialist with Forest Area Federal Credit Union. The Township is bringing approved signers up to date on multiple accounts. She indicated Ms. Judith Houts and Ms. Linda Forwerck need to be removed from the card.

Board Action:

Ms. Leedy made a motion to remove Ms. Judith Houts and Ms. Linda Forwerck from the VISA card. Ms. Gibson seconded the motion.

ROLL CALL VOTE

Gibson-Y, Zimmerman-Y, Leedy-Y, Sorrow-Y, Gifford-Y. 5-Yes, 0-No. Motion carried.

Treasurer Sorrow reported the Fife Lake Township Tax Fund needs to be removed from the Sub-share 111. There is a savings, checking and sub-account in the tax account. The 111 sub-account is in the General Fund and should be separate.

Board Action:

Ms. Zimmerman made a motion to remove the Fife Lake Township Tax Fund from the Sub-share #111 in the General Fund. Ms. Gifford seconded the motion.

ROLL CALL VOTE:

Leedy-Y, Sorrow-Y, Gifford-Y, Gibson-Y, Zimmerman-Y. 5-Yes, 0-No. Motion carried.

Treasurer Sorrow stated Mr. Terry Street needs to be removed from the General Fund Account and add Mr. Tom Hempsted. It was noted that a Clerk needs to be on this account; Clerk Gifford currently is named.

Board Action:

Ms. Leedy made a motion to remove Mr. Terry Street from the General Fund Account and add Mr. Tom Hempsted to the General Fund Account.

ROLL CALL VOTE:

Sorrow-Y, Gifford-Y, Gibson-Y, Zimmerman-Y, Leedy-Y. 5-Yes, 0-No. Motion carried.

Treasurer Sorrow reported the following people need to be named on the General Fund Account:

Leigh Ann Gifford as Clerk, Thomas Hempsted as Deputy Clerk, Cathy Sorrow as Treasurer and Charlotte LaFeve as Deputy Treasurer.

Board Action:

Ms. Leedy made a motion to clarify the following names are on the General Fund Account:

Leigh Ann Gifford as Clerk
Thomas Hempsted as Deputy Clerk
Cathy Sorrow as Treasurer
Charlotte LaFeve as Deputy Treasurer

Ms. Gibson seconded the motion.

ROLL CALL VOTE:

Zimmerman-Y, Gifford-Y, Gibson-Y, Sorrow-Y, Leedy-Y. 5-Yes, 0-No. Motion carried.

Treasurer Sorrow reported the VISA card needs to have Leigh Ann Gifford as Clerk and Cathy Sorrow as Treasurer as authorized signers. Two cards are held in the office for use by the Supervisor, Clerk and Board Officers.

Board Action:

Ms. Leedy made a motion to authorize Leigh Ann Gifford and Cathy Sorrow as signers on the Township credit card. Ms. Zimmerman seconded the motion.

ROLL CALL VOTE:

Leedy-Y, Zimmerman-Y, Sorrow-Y, Gibson-Y, Gifford-Y. 5-Yes, 0-No. Motion carried.

OLD BUSINESS:

Open Sealed Snow Plow Bids:

Trustee Gibson recused herself from this Agenda item due to any potential conflict of interest.

Clerk Gifford opened the sealed bids received from Jamie Stocking of Up North Outdoor, LLC and Mr. Roger Gibson of Roger's Excavating. Ms. Gifford read aloud the itemized fees and terms of each bid. There was Board discussion about each submitted bid, expenses and services.

Board Action:

Ms. Zimmerman made a motion to accept the bid from Mr. Jamie Stocking of Up North Outdoor, LLC as presented for snow plow service for the 2023-2024 snow plow season, contingent he add Fife Lake Township as Additional Insured on the Certificate of Liability Insurance. Additionally, parties will follow the Township's post-audit payment policy to avoid late fees.

Ms. Gifford seconded the motion.

ROLL CALL VOTE:

Leedy-Y, Zimmerman-Y, Sorrow-N, Gifford-Y. 3-Yes, 1-No. Motion carried.

Ms. Gibson refrained from voting.

Committees:

Lake and Access Committee

Weed Committee

Policy Committee

Supervisor Leedy reported on the applications that were received for the Lake and Access, Weed, and Policy Committees. Each of these is a previously established Committee with no official appointments. They are Advisory in nature. One Board Member or Deputy is to be on each Committee, per Township Policy. Additional individuals are welcome to apply to any of these Committees.

One individual applied to the Lake and Access Committee; however, no application has been received yet. Messrs. Fred Joles and John Strobridge applied to the Weed Committee and Ms. Lori Ann Rognlie and Mr. Shane Lewis applied to the Policy Committee.

Ms. Leedy stated she would like to be a member of the Policy Committee. Mr. Tom Hempsted would like to be on the Weed Committee.

Policy Committee:

Board Action:

Ms. Sorrow made a motion to appoint Ms. Lori Ann Rognlie, Ms. Lisa Leedy and Mr. Shane Lewis to the Policy Committee. Ms. Zimmerman seconded the motion.

YEAS: All. NAYES: None. Motion carried.

Weed Committee:

Board Action:

Ms. Sorrow made a motion to appoint Mr. Tom Hempsted, Mr. Fred Joles and Mr. John Strobridge to the Weed Committee. Ms. Gifford seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

Lake and Access Committee:

No applications were received for the Lake and Access Committee. This item will be postponed to another meeting. The vacancies will remain posted.

Clerk Gifford noted that residents who attended the Fish Habitat Special Meeting expressed interest in being involved; they may wish to be on the Lake and Access Committee. Recording Secretary Held will provide the Clerk with the Public Comment list of names from that evening.

FLAES Board Alternate:

Supervisor Leedy volunteered to serve as an Alternate Board Member representing Fife Lake Township.

Board Action:

Ms. Gibson made a motion to appoint Ms. Lisa Leedy as an Alternate Board Member to the FLAES Board. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: No. Motion carried.

Election Tabulator Purchase:

Clerk Gifford presented a quote in the amount of \$5,299 from ES&S for the purchase of an additional election tabulator for use in the nine-day early voting precinct at Paradise Township in Kingsley. As previously discussed, a dedicated tabulator needs to be provided for the early voting timeframe in upcoming elections. Security ballot bags to seal each day during early voting also need to be purchased.

Board Action:

Ms. Leedy made a motion to authorize the Clerk to purchase a tabulator for early voting and nine security ballot bags, not to exceed \$6,000. Ms. Zimmerman seconded the motion.

ROLL CALL VOTE:

Zimmerman-Y, Gifford-Y, Leedy-Y, Sorrow-Y, Gibson-Y. 5-Yes, 0-No. Motion carried.

Zoning:

- i. Determine/Schedule Interviews (ZA Candidates)
- ii. Appoint Interim Zoning Administrator

Supervisor Leedy reported an additional application was received for the position of Zoning Administrator, bringing the total to five applicants.

The Board discussed prospective interview dates and times. The primary date will be December 6, 2023, at 6:30 p.m. with an alternate date of December 13, 2023 at 6:30 p.m. This will be scheduled and posted as a Special Meeting.

Applicants are:

Mr. Casey Guthrie
Mr. Shane Lewis
Ms. Kimberly Afton
Ms. Cal Benke
Ms. Joe Guglielmetti

Board Action:

Ms. Gibson made a motion to appoint Ms. Lisa Leedy as Interim Zoning Administrator until the Township fills that position. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

Key Policy (Moved to Policy Committee):

This item will be addressed within the Policy Committee.

Forrester for the 40 Acres:

Supervisor Leedy contacted the Conservation District. She included some information in the meeting packet. The Board needs to determine whether and when to put it out for bid. Grant opportunities will also be researched. This item was postponed to a later meeting.

OTHER BUSINESS:

Outstanding Task List:

The Outstanding Task List was reviewed. New tasks were added throughout the meeting and completed items removed.

CITIZEN COMMENT:

Ms. Mary Ellen Dilley, 8611 East Sparling Road, Fife Lake, MI 49633:

Ms. Dilley thanked the Board for approving the YouTube option for posting meetings. She has expressed interest in this in the past and believes it will be great for everyone.

Mr. Jeff Berthiaume, 8945 Wil-Pet Drive, Fife Lake, MI 49633:

Mr. Berthiaume offered a point of clarification in that all Committees were previously abolished with the removal of the Police Committee.

Regarding the Weed Committee and Lake Committee, he suggested combining those into one Committee to incorporate the health of the lake, weeds and maintenance, and accesses. He believes one Committee could address all of the considerations.

BOARD MEMBER UPDATES / COMMENTS:

Ms. Leedy reported she attended the Supervisor's meeting. There is interest in communities working together with the Road Commission and the Construction Code Department. Both, communities and citizens are expressing difficulty in

working with them. She believes the County agrees that the Road Commission should be working more effectively with municipalities and the public. It is her hope Townships and the Road Commission can work together in partnership.

Ms. Leedy also reported Mr. Chris Forsythe is willing to speak to us about online permitting via the Epic GT system. She is on a Committee about this through her job. She is monitoring the County's resolution of user experience issues. She believes it would be beneficial for Fife Lake Township to be part of that system. Online service would offer a productive option for many.

ADJOURNMENT:

Board Action:

Ms. Gifford made a motion to adjourn the meeting. Ms. Sorrow seconded the motion.

VOTE: YEAS: All. NAYES: None. Motion carried.

The meeting adjourned at 8:25 p.m.

Submitted by: Kay Z. Held, Recording Secretary