

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, June 22, 2023, 6:00 p.m.

CALL TO ORDER:

Supervisor Gerianne Street called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

ROLL CALL: Supervisor Street called Roll.

Present:

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

Absent: None.

Also Present:

Grand Traverse County, Mr. Darryl Nelson
Fife Lake Township Deputy Supervisor, Mr. Jeff Berthiaume
Fife Lake Chamber Vice President and DDA Representative, Mr. Stan Patrick
Recording Secretary, Ms. Kay Held

APPROVAL OF AGENDA:

Amendments to Agenda:

Add to New Business:

Item F - MTA Membership
Item G: Fife Lake Historical Society
Item H: Special Meeting Date
Item I: Zoning Ordinance Amendment

Board Action:

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

ROLL CALL VOTE:

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

CONFLICT OF INTEREST: None.

CONSENT CALENDAR:

Clerk Gifford read the purpose of the Consent Calendar to include: Fife Lake Township Regular Minutes of May 25, 2023, Fife Lake Township Special Meeting Minutes of June 13, 2023, Financial Report, Transfers and Bills to be Paid.

Pull Bills to be Paid and Add:

-Recording Secretary Invoice for 6/7/23 Special Meeting \$75.
-\$325 Burial for Pete Bostwick.
-Village of Fife Lake \$1,812.50 payment for the Township's portion of the Spring Cleanup.

Clerk Gifford distributed Time Sheets for Board review. One time sheet was received today and will be included in next month's Bills as the Financials were already run. She requests they be submitted by the Friday before the Thursday Regular Meeting.

There was discussion about what mileage is allowable for the Sexton.

Amendments to 5/25/23 Regular Meeting Minutes:

Page 1, under Approval of Agenda section: the vote listing includes both "Roll Call Votes" as well as "Yeas/Nayes" vote headings. It should only include the "Roll Call Votes".

Page 11, Under EGLE Landing Blitz, 3rd line where it reads: "...and will have having job corps reps....," delete the word "having."

Page 15 under Board Action: the date of the Special Meeting should be written as "June 7" not "July 7."

Amendments to 6/13/23 Special Meeting Minutes:

Page 2, last PP: "One individual asked..." should be identified as "Mr. John Verhey asked..."

Page 3, PP #4: "A member of the public asked..." should be identified as "Mr. Dar Zimmerman asked..."

Page 3 under Mr. Mike Kattreh's comment: Mr. Mike "Kettrah: should be spelled "Kattreh" and change his reference to the Lake Shore Drive plan FROM "131 to the Village limit..." TO "131 to the boat ramp..."

Board Action:

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

ROLL CALL VOTE:

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

CORRESPONDENCE:

Supervisor Street received correspondence from Mr. Dave Nichols who lives close to the gun range and states he has some ideas that might help control the sound issues. This may be discussed with State Representative John Roth and Grand Traverse County Commissioner Darryl Nelson.

Supervisor Street has also had ongoing communication with Ms. DeDe Weaver regarding noise concerns at the American Legion.

CITIZEN COMMENT:

Ms. Joyce Freiwald, President, Fife Lake Historical Society, 136 West State Street, Fife Lake, MI 49633

Ms. Freiwald thanked Fife Lake Township for their annual support of \$1,000. The Historical Society has a special need for funds to prepare and paint the historic fire barn. Repairs are also needed on the tower. One bid for the fire barn painting project is \$13,000. Thus far, they have received \$3,000 from the Forest Area Federal Credit Union and the Fife Lake DDA provided an additional \$1,000 beyond their typical support.

The Historical Society is asking the Township to consider providing additional support to them for the painting of the fire barn. Supervisor Street stated this topic is on tonight's Agenda.

Mr. Dan McKeen, 11910 East State Street, Fife Lake, MI 49633:

Mr. McKeen expressed concern about a large patch of Milfoil about 50' in front of his house. He understands this topic is not on tonight's Agenda, but wanted to let the Board know about it, particularly with the holiday approaching and many people coming to the lake.

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

Ms. Dilley stated she is reading her comment at this meeting as well as the Village and the Planning Commission. She noted she attends meetings and makes comments as an interested citizen and observer who speaks up and offers public statements based on her observations.

Mr. Fred Joles, 11728 East State Street, Fife Lake, MI 49633:

Mr. Joles stated the weed treatment took care of 35.5 acres of weeds. Residents wanted it done in June, in advance of the 4th of July holiday. It re-seeds and has spread since last August.

Secondly, he does not see any Milfoil line item on the proposed 2023/24 budget and asked if that was an oversight. Supervisor Street stated there is no money there yet, but there is a line item for it.

Mr. John Strobridge, 508 State Street, Fife Lake, MI 49633:

Mr. Strobridge stated his comment serves as the Weed Committee Report. On June 15, 2023, 35.5 acres of the lake were treated for Eurasian Milfoil. It has not been this bad in many years. Drought and high temperatures are causing the lake level to drop at least 6". He estimates the lake will need follow-up treatment to get the Milfoil under control at a cost of \$7k. He is asking the Board for a resolution to make these funds available to the Assessment District on a loan basis against future collected SAD funds.

He also expressed concern about the August, 2022, Savin contract and the \$62k in SAD carry-over funds. A newly hired attorney has taken issue with past methodologies and contradicts prior legal advice, resulting in fees of \$13k.

See attached Public Comment/Weed Committee Report from Mr. Strobridge.

GUESTS: None.

REPORTS:

County Commissioner, Mr. Darryl Nelson:

Commissioner Nelson reported the Commission met this week. He and Commissioner Seifert put forth a Resolution with eight of the nine Commissioners voting in favor of the SPARK Grant applied for by Civic Center South. This is a highly competitive grant, for which the City of Traverse City and Grand Traverse County Parks & Recreation are also competing.

ARPA funds were approved for:

Mt. Holiday for snow making

MAMI – alcohol & drug rehabilitation treatment system

Michael's Place – a children's' bereavement school program

As previously stated, the County held out \$5 million for community mental health for multiple services from people of all ages and needs. They have examined numerous successful facilities throughout the state and around the country. There is a building owned by Munson Healthcare they will be retrofitting to serve as a 24/7 access site for mental health. Twenty-five different segments of the community mental health system are in favor of this.

He was in D.C. this past February regarding Broadband service and is working with the Michigan High Speed Internet Office (MIHI). There are plans to have applications in by the end of the year in the hopes of bringing high speed fiber optic internet to the area within the next two years.

Trustee Gibson thanked Commissioner Nelson for the focus on mental health.

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

Fife Lake Township's new Community Police Officer (CPO) Deputy Christopher Whetstone was not present at this evening's meeting. No report provided.

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

Ms. Nicole Gibson:

There were 11 calls for service in Fife Lake Township and 15 calls for service in Springfield Township.

The old ambulance has been appraised and they are seeking buyers for it. Three ambulances in Kalkaska have been replaced thus far at the hospital. A new truck has been ordered, with expected delivery in July.

Unfortunately, there was not enough interest in the Paramedic program; therefore, it has been cancelled at this time. There is an ACLS/PALS refresher July 18. There is a new airbag system on the trucks.

Chief Scott Tinker:

Chief Tinker spoke about the high fire dangers and recent wildfires in Springfield and Fife Lake Townships including a 186-acre wildfire near Manton. No significant wet weather is predicted until August, and the DNR predicts a busy wildfire season.

He wrote a FEMA grant with three other counties and eight other township fire departments for \$896k, with their portion asking for \$185k for new SCBAs. They hope to have a response by the end of July/August. He is also working on a \$30k grant for Personal Protection Equipment (PPE), which must be replaced every 10 years. He has also applied for a \$20k

PPE grant with the Tribe. Planned modifications for the brush truck are on hold as they cannot take it out of service right now.

Because the Department is its own Agency and not an Authority, they are eligible to receive \$10k from each of the three Townships they service through the Michigan Fire Grant. A Letter of Intent is needed from each municipality stating they are your fire protection service. He will email the Supervisor a sample letter received from Springfield Township and asks Fife Lake Township to provide a similar document. They have the potential to receive \$30k. The deadline is July 14.

The topic of garage door repairs will be discussed under Other Business.

Chief Tinker stated their Authority Board meetings are the 2nd Monday of the Month, at 6pm at the Township Hall. He encourages the public to attend. Firefighter meetings are held each Wednesday at the Fire Barn.

Fife Lake Village – Village President Mr. Tom Hempsted:

Absent – No report. Supervisor Street stated Village President Hempsted has asked the Township for \$250 for mulch on the roundabout. The total cost is \$500. She would like to ask him what the plan is for the roundabout and will invite him to the Special Meeting. Mr. Dave McGough was recognized by Supervisor Street; he stated they will be spreading fresh mulch, not changing the landscape.

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

Clerk Gifford was absent at the FLAUA meeting. Supervisor Street was present and reported the following:

The Personnel Committee held a meeting and evaluation of Compliance Officer Ray Ravary. They have increased his salary to \$30/hour with four weeks of vacation. Part-time employees will be paid \$18/hour. The total budget for labor will be \$92,180.

They will be renewing the farm contract. The Compliance Officer is working up a cost to build a storage shed for equipment. There is a mole problem, and they are looking at non-poisonous alternatives.

She noted FLAUA has an Organizational Calendar indicating annual/monthly items that must be addressed or completed, and they review it at each monthly meeting.

H&R Block charges by the minute (past the initial free 2-hour contracted time allotment); there is some concern about how long residents keep Ms. Emily Escajeda on the phone.

Zoning Administrator – Mr. Robert Hall:

Supervisor Street read Mr. Hall's June 14, 2023, report aloud.

He referenced a Public Hearing held by the FLAPC on June 13 regarding the deletion of zoning ordinances prohibiting drive-thru services and specific hours of operation.

He outlined MSUE ZBA certificate training and the six modules it offers.

There have been some land division requests, one of which is part of a PUD in the form of a 39-site condominium development. He feels review of the Master Deed and possible legal counsel may be needed.

Fife Lake Storage has been in contact with him regarding their building process. They are installing privacy fencing after communicating with the adjacent home owner. Landscape plantings will follow.

Mr. Hall asked the Board for permission to contact the Township attorney to inquire about the PUD regarding Spruce Hollow. The Board would like to discuss the specifics of the situation with him first.

Please see attached report.

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

The most recent meeting of the FLAPC was on June 13, 2023. New Board Member Sue Sensenbaugh-Padgett was introduced.

Secretary Leedy submitted a Letter of Intent for the Zoning Ordinance Grant which was approved, and they will move forward to the full application process. This application is due August 3, with a decision for the next phase made at the end of September.

The Planning Commission's insurance coverage went into effect June 15, 2023, through Paul Olson of the Par Plan Insurance program. It is \$3,000; \$1,500 from FLAPC and \$1,500 from FLT.

The By-law Committee was formed with appointments of Ms. Sue Sensenbaugh-Padgett, Ms. Linda Forwerck and Ms. Dawn Zimmerman. The first meeting date is to be determined.

A Public Hearing was held regarding proposed amendments to the current Marihuana Ordinance regarding business hours, walk up services and drive-through services. A decision not to act at that time was made, and a Special Meeting was held this evening on June 22, 2023, at 5:00 p.m. to make their recommendations to the Fife Lake Township Board.

They began working on corrections to existing and future land maps. Many thanks to Board Member Brian Parkham who was successful in recreating digital versions of the Township Zoning, Master Plan and Zoning District Map. This will make the process for corrections easier.

Their next meeting will be Tuesday, July 11, 2023, at 6:30 p.m. at the Fife Lake Township Hall.

Supervisor Street inquired about the FLAPC Budget; the Township is increasing the budget quite a bit and asked if the FLAPC will be amending their budget and providing a copy to the Township. Ms. Zimmerman replied the Planning Commission's fiscal year is January-December, versus the Township's fiscal year of July-June. Ms. Zimmerman will discuss this with the FLAPC Board.

Civic Center South – Ms. Gerianne Street:

Ms. Street reported Civic Center South approved checks in amount of \$6,008.

They have a three-member SPARK Grant team that is asking Fife Lake Township for a Letter of Support. This is an Agenda item this evening.

Hangry's is the food booth vendor at Civic Center South and is the same owner as the Centre Ice food stand. Hangry's would like to offer movies in the park at Civic Center South. They will be asking the Kingsley DDA to purchase a screen and projector system that could be used by all municipalities.

They continue to work on tree removal, working on the service drive and fundraising for the dog park.

Cemetery Report – Ms. Cathy Sorrow:

Treasurer Sorrow provided a recap of Sexton Lisa Plamondon's report. There was one burial. Ahead of the Memorial Day holiday, the Sexton cleaned up both cemeteries of any trash and debris. She responded to a Facebook post about vandalism to a headstone, which actually was not a case of vandalism.

The Sexton met with contractors interested in bidding the excavation work for the cemetery expansion. Hamburg has begun repair of the damaged fencing. An insurance check, less the \$500 deductible, has been received.

Two bids were received and distributed to the Board for the removal of the large, dead pine tree previously reported. They are:

Eric of Hesel's Tree Service for \$2,600 and Patrick Otto of Best Price Tree for \$4,200, each to remove the entire tree and take the brush, with no stump grinding. Each has done work for us previously.

Sealed bids for the expansion of the cemetery were due today at 5:00 p.m. They have not been reviewed yet and will be opened at the next Special Meeting.

The Sexton will also be staining the shed.

NEW BUSINESS:

Silversmith Asset Management Software:

The Fife Lake Area Utility Authority (FLAUA) has purchased Silversmith's Asset Tracker System and is asking the Village and Township to join the program. The cost to each municipality would be \$500/year. Supervisor Street was in attendance at the Silversmith presentation during the FLAUA meeting and distributed a video of the program to FLT Board Members.

This program offers multiple options to document and track numerous assets as well as methods for planning, executing and tracking maintenance and repair. It also includes user training. There was Board discussion about the system and how it could serve the municipalities as well as what system is currently in place versus what the Silversmith program offers. There was a suggestion to set up a Special Meeting with the constituent municipalities to discuss this option. Supervisor Street stated there is asset management software available through the Champion program she has taken. She would like to compare the two systems. A decision was tabled at this time.

2023-24 Meeting Schedule:

The proposed Fife Lake Township Meeting Schedule was in the meeting packet for Board review.

Board Action:

Ms. Street made a motion to accept the Fife Lake Township Board Meeting Schedule for the 2023-2024 fiscal year. Ms. Sorrow seconded the motion. This schedule is to be posted on the FLT website and at the Township Hall.

ROLL CALL VOTE:

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

Letter of Support for Hayes Manufacturing:

Supervisor Street read aloud an email on behalf of Hayes Manufacturing asking for a Letter of Support as they prepare to expand their business. The document outlined Hayes/Western Diesel Services' history, business scope, customer base and wages. They are considering a \$1.8 million investment creating nine positions. They are not requesting any tax abatement.

Board Action:

Ms. Street made a motion for the Board to authorize her to write a Letter of Support of the Hayes expansion as requested by Jessie Mitchell of the Michigan Economic Development Council (MEDC). Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

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

The Board would like to see draft of the letter prior to its distribution.

Board Action:

Ms. Street made a motion to close the Open portion of the Regular Meeting to move into the Public Hearing. Ms. Zimmerman seconded the motion.

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

Note: The Open portion of the Regular Meeting was closed at 7:00 p.m.

PUBLIC HEARING – JULY 1, 2023 TO JUNE 30, 2024, FLT BUDGET PUBLIC HEARING:

Board Action:

Ms. Street made a motion to open the Public Hearing – July 1, 2023, to June 30, 2024, FLT Budget Public Hearing. Ms. Gibson seconded the motion.

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

Note: The Public Hearing began at 7:01 p.m.

Supervisor Street noted copies of the proposed budget are available for review by members of the public.

Public Comments:

Mr. Fred Joles:

Mr. Joles stated Milfoil is not listed on the proposed budget; there should be a line item listed even if funds are not available at this time. That way, it is accounted for and would not be overlooked. Supervisor Street agreed and will ensure Emily Escajeda at H&R Block creates it.

Another resident inquired about the Milfoil funds and is under the assumption we had funds for Milfoil along with a surplus. She inquired what had happened to the surplus. Supervisor Street explained Public Act 188 of 1954 gives directions on how to do a Special Assessment District. It does not allow for more than 5% of collected funds to remain in the account; therefore, by law that excess must be refunded. This is currently in process.

The Township is currently covering the fee until the Milfoil SAD can be collected. The earlier \$7k suggested treatment is a separate matter.

Mr. Pete Garrat asked to see the Savin contract; Supervisor Street will email it to him.

Ms. Debbie Beason inquired about what happened to the balance and where the funds are currently. Trustee Gibson and Treasurer Sorrow explained the overage amount, less legal fees, is being refunded. Funds are still in the account as the refund is being processed. Ms. Sorrow stated Milfoil was not billed on the past winter tax bill. Supervisor Street will email her the current fiscal budget showing the Milfoil funds. Mr. John Beason asked whether the \$62k carry-over figure was accurate; Supervisor Street confirmed it is not as it does not account for last year's Milfoil treatment expense.

Deputy Supervisor Jeff Berthiaume noted \$24,743.22 remains in the account to be returned, including this month's current Milfoil bills. The total amount to be refunded is \$30,296.17.

Supervisor Street stated Legal expenses for Marihuana have been reduced from \$10k to \$8k in the new budget as all Amendments and Ordinances will need to be placed into one useable document. Mileage has been increased to \$2k. Education was changed to \$5k. Capital Outlay is at \$928 but the carry-over amount will be put in the Capital Outlay line item (approximately \$67k).

Clerk Gifford inquired about Elections; it was verified the projected amount budgeted is \$22,500. They discussed postage, envelopes and future equipment fees.

Ms. Mary Ellen Dilley:

Ms. Dilley asked what "Swamp Tax" on page 1 under Revenue meant. Supervisor Street explained that is from the State of Michigan to offset property taxes that we are unable to collect on state land of approximately \$20k.

Board Action:

Ms. Street made a motion to close the Public Hearing – July 1, 2023, to June 30, 2024, FLT Budget Public Hearing. Ms. Gibson seconded the motion.

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

Note: The Public Hearing closed at 7:15 p.m.

Board Action:

Ms. Street made a motion to re-open the Open portion of the Regular Meeting. Ms. Gibson seconded the motion.

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

Note: The Open portion of the Regular Meeting re-opened at 7:15 p.m.

2023-24 Budget Approval:

Resolution number FLT-GA-BGT-2023-2024 was assigned to the proposed Resolution.

Board Action:

Ms. Street made a motion the Fife Lake Township Board approve the General Appropriations Act Resolution # FLT-GA-BGT-2023-2024. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

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

Board Action:

Ms. Gibson made a motion to approve the Fife Lake Township July 1, 2023 to June 30, 2024 Budget as presented. Ms. Zimmerman seconded the motion.

ROLL CALL VOTE:

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

Civic Center South SPARK Grant Support:

Supervisor Street explained that Civic Center South is pursuing a \$1m SPARK grant and is asking for a Letter of Support from participating municipalities along with monetary support as CCS needs to contribute funds, much like Fife Lake Township did with our Boat Wash Station grant. If awarded, Civic Center South will execute draws on the grant as they make improvements. Any funds provided by Fife Lake Township in support of the Civic Center South SPARK grant will be repaid to us. These funds are different from the annual support of \$2,500 provided by Fife Lake Township. Ms. Street reported Paradise Township, where Civic Center South is located, has pledged \$50k.

This letter is needed by Monday, June 26.

There was Board discussion on several points:

- How many Fife Lake Township residents use Civic Center South?
- Fife Lake Township has its own Parks & Recreation plan with low, medium and high goals. Funds FLT contributes might be better utilized toward our own Parks & Rec needs.
- Would a contribution limit Fife Lake Township in applying for a SPARK grant by giving support to Civic Center South? The DNR limits the funds in a specified district.
- Supervisor Street stated Civic Center South does benefit Fife Lake Township residents and more students in the Township attend Kingsley Schools than Forest Area Schools. It is heavily used by those students and families.

Board Action:

Ms. Street made a motion to authorize her to write a Letter of Support to Civic Center South for the SPARK grant. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

Zimmerman-N, Gibson-N, Street-Y, Sorrow-Y, Gifford-N. 2-Yes, 3-No. Motion failed.

MTA Membership:

There was Board discussion about the MTA Annual Membership and additional levels of service as well as training opportunities Board Members have taken advantage of and would continue to do so.

Board Action:

Ms. Street made a motion to renew the MTA Membership Annual Dues at \$1,299.78 and take part in the Premium Pass for an additional \$1,900, for a total of \$3,238.77. Ms. Zimmerman seconded the motion.

ROLL CALL VOTE:

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

Fife Lake Historical Society:

Fife Lake Historical Society President Joyce Freiwald thanked Fife Lake Township for their past annual support of the Historical Society and asks FLT for their continued annual support of \$1,000.

The Historical Society is also asking for additional support, as discussed earlier in her public comment, for the painting of the historic fire barn. The lowest bid they have received is \$12,500 for the painting, without repair of the tower. They are awaiting another quote that will include both projects. They have received \$3,000 from the Forest Area Federal Credit Union and the Fife Lake DDA provided an additional \$1,000 or \$2,000 above their annual support. The Village of Fife Lake asked for a copy of their quotes before committing financial support.

Board Action:

Ms. Gibson made a motion to provide annual support to the Fife Lake Historical Society in the amount of \$1,000. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

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

Regarding support for barn restoration/painting, the Board would also like to see the quotes before committing to a specified amount of support.

This item was tabled to the July meeting.

Special Meeting:

There was Board discussion to schedule a Special Meeting for Tuesday, June 27, 2023, at 6:30 p.m. The proposed Agenda items are:

- List of Auditor Bookkeeping Tasks – Board Review
- Budget Adjustments 2022-23
- Cemetery Expansion Bids
- Sexton Job Description and Contract (Ms. Zimmerman has a sample job description and contract to review in advance)

Board Action:

Ms. Street made a motion to schedule a Special Meeting for Tuesday, June 27, 2023, at 6:30 p.m. at the Township Hall with the following agenda:

- List of Auditor Bookkeeping Tasks – Board Review
- Budget Adjustments (2022-23)
- Cemetery Expansion Bids
- Sexton Job Description and Contract

Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

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

Marihuana Zoning Ordinance Amendment:

The Fife Lake Area Planning Commission held a Special Meeting this evening, June 22, 2023, ahead of the Fife Lake Township's Regular Meeting and has provided their recommendation to the Township.

There was Board discussion on the FLAPC's recommendations.

Board Action:

Ms. Gifford made a motion to accept the recommendation of the Fife Lake Area Planning Commission for the amendments to the Marihuana Ordinance as described below. Ms. Gibson seconded the motion. The recommendation is as follows:

[To update the Amendment of Section 9.2(J) III, 9.2(S) III, 10.2(F) III, 10.2(K) III, 11.2(I) III, 11.2(N) III of the Zoning Ordinance for Fife Lake Township to read in its entirety,

“The Marihuana provisioning center is only permitted to be open to the public on Monday – Saturday between 8:00 am – 10:00 pm and on Sunday between 10 am – 8 pm.

This motion was made and seconded by FLAPC Board Members Mr. Brian Parkham and Ms. Dawn Zimmerman. The motion carried with a 4-Yes, 0-No vote.

The FLAPC also recommends to update Amendment of Section 9.2(J) IV, 9.2(S) IV, 10.2(F) IV, 10.2(K) IV, 11.2(I) IV, 11.2(N) IV of the Zoning Ordinance for Fife Lake Township to read in its entirety,

“Curbside service is permitted. Drive-thru & walk-up service is permitted with special use permit.”

This motion was made and seconded by Mr. Brian Parkham and Ms. Marcia Eby. The motion carried with a 4-Yes, 0-No vote.]

ROLL CALL VOTE: Sorrow-Y, Street-Y, Zimmerman-Y, Gifford-Y, Gibson-Y. 5-Yes, 0-No. Motion carried.

OLD BUSINESS:

Recording Secretary Compensation:

Board Members complimented Recording Secretary Kay Held on her work. Supervisor Street would like to see less detail in the Minutes with regard to Public Comments made. She would like the focus to be more heavily on action and what was done rather than what was said. These are recommendations from the MTA and via other Township feedback.

Trustee Zimmerman does not believe Correspondence necessarily needs to be read aloud during the meetings. It is in the meeting packets for Board Members, receipt of it may be acknowledged during the Correspondence portion of the meeting, and a copy can be included on the website with the approved Minutes. Regarding the three-minute Public Comment portions, she suggested the Recording Secretary provide a subject and summary of the individual's comment in the Minutes.

Ms. Zimmerman also suggested the Agendas be shortened as they have been too long, with too much material which in turn results in longer meetings and longer Minutes. Per recent MTA training, a meeting should be 2-2.5 hours; if they are longer than that, the Agenda should be adjusted. She also suggested not reading the Reports aloud during meetings as they are also in the meeting packet.

Board Action:

Ms. Street made a motion for the Recording Secretary to only include a brief, topical description of Public Comments. Ms. Sorrow seconded the meeting.

ROLL CALL VOTE:

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

Board discussion continued regarding proposed compensation by Recording Secretary Held for increasingly extensive meeting lengths, particularly of the last eight consecutive meetings. She re-distributed documentation to the Board outlining compensation rates beyond the base rate for a two-hour Regular Meeting and a one-hour Special Meeting. She also provided an historical list of meeting times/lengths.

Board Action:

Ms. Gifford made a motion for the Recording Secretary's base rate to remain at \$150 for a 2-hour Regular Meeting and \$75 for a 1-hour Special Meeting and to authorize a rate of \$75/hour after the first two hours of a Regular Meeting and after the first one hour of a Special Meeting. This change is effective July 1, 2023, with the new fiscal year budget. Ms. Sorrow seconded the motion.

ROLL CALL VOTE:

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

Recording Secretary Held will make these rate adjustments to the existing Recording Secretary contract and submit for signatures.

Board Action:

Ms. Gibson made a motion to provide additional compensation to the Recording Secretary for the four-hour meeting of 5/25/23, in the amount of an additional \$150. Ms. Gifford seconded the motion.

ROLL CALL VOTE:

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

Committees:

There was Board discussion regarding Committee development and anticipated needs.

Lake and Access Committee:

Deputy Supervisor Jeff Berthiaume was nominated by Supervisor Street to serve as Chair and suggested additional individuals who may be well-suited to serve on this Committee. Mr. Berthiaume will develop and present a scope of service for this Committee.

This item was tabled to the July meeting where it will be further discussed.

Policy Committee:

Ms. Street volunteered to serve on this Committee. She also recommended Mr. Mike Kattreh, Ms. Dawn Hinton and Mr. Phil Coulolias.

Board Action:

Ms. Street made a motion for Mr. Phil Coulolias, Mr. Mike Kattreh, Ms. Dawn Hinton, and Ms. Gerianne Street serve on the Policy Committee. Ms. Sorrow seconded the motion

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

Cemetery Bids:

Treasurer Sorrow reiterated the two bids discussed under the Cemetery Report for removal of the dying pine tree in the Fife Lake Cemetery. It is in danger of falling onto headstones. The bids are:

- Eric of Helsel’s Tree Service for \$2,600
- Patrick Otto of Best Price Tree for \$4,200

The entire tree and brush will be removed. These bids do not include stump grinding.

Board Action:

Ms. Sorrow made a motion to authorize Helsel’s Tree Service to take down and remove the designated dying pine tree and brush in the Fife Lake Cemetery at a fee of \$2,600 per their submitted bid. Ms. Gibson seconded the motion.

ROLL CALL VOTE:

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

OTHER BUSINESS:

Fire Barn Garage Doors:

Clerk Gifford stated the Township received a bid for the fire barn garage door repairs from Cadillac Door in the past; it may not be valid now. The need is more substantial at this time. A specific list of repairs is needed from Chief Tinker. She will then bring that information to the Board and subsequently put it out for bid.

Supervisor Street announced she received the MTA Scholarship for the Township Governance Academy.

Supervisor Street noted the Fife Lake Township Assessor was randomly selected for an audit. Everything is in line for this audit.

Supervisor Street stated Mr. Adam Sharp emailed both Ms. Street and Zoning Administrator Hall requesting permission to name a road where he is building a home off Keffer Road. He cannot move forward until he has a road name so that he has a physical address for the County. Clerk Gifford inquired how the neighbors felt and Treasurer Sorrow stated there aren’t any. She also inquired whether the Township would be asked to maintain the road; it is not. Ms. Street explained the property goes all the way back to Keffer Road off Vans Lane and there is a little road that goes off Keffer where Mr. Sharp’s property is. Mr. Sharp would like the name to be “Freedom Valley Lane.” He has completed the form provided by the County but needs Township approval for his road name. The County would then check to make sure the name is not being used.

Board Action

Ms. Street made a motion to allow Mr. Adam Sharp to name the road where his new home is being constructed “Freedom Valley Lane.” Ms. Sorrow seconded the motion

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

CITIZEN COMMENT

Mr. John Beason, 11934 East State Street, Fife Lake, MI 49633:

Mr. Beason expressed his concern about the state of the Milfoil. The 188 Special Assessment District was formed 17 years ago. The lake got better, fees went down and there was a budget surplus. Now the process has changed and the lake is a mess. The lake was treated two weeks ago and needs it again. There will be many boats over the 4th of July.

Supervisor Street stated the Township is bound by law with these procedures. There is a contract with Savin not to exceed a specified fee amount. Presently, Savin is asking for more than their contract states because the Milfoil is worse. The particulars of the contract will be revisited.

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

Each year the SAD is evaluated and homeowners are charged accordingly; it is not an annual set fee for Milfoil treatment. Perhaps the surplus was not managed well; it is being rectified now. A new SAD has been created and the surplus from the old SAD is being refunded. The lake has not been neglected due to this, and no Milfoil treatments have been missed.

OUTSTANDING TASK LIST:

Review of the May meeting's Outstanding Task List was tabled to the July meeting.

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 8:28 p.m.

Submitted by: Kay Z. Held, Recording Secretary