

## **Lake Township-Roscommon County**

The Lake Township Board met on Tuesday, August 9, 2016 for a regular meeting. Stan Christler called the meeting to order at 7:00 p.m. The pledge of Allegiance of the United States of America was recited.

**Present:** Stan Christler-Supervisor, Harry Trier-Treasurer, Richard Brandt-Clerk, Dave Emmons-Trustee, Roger Kohn-Trustee

**Motion:** *To approve the August 9, 2016 agenda with the addition of Board Members on Committee, Fireworks Ordinance #47, Ordinance #9 Changes and Trustee Mileage under New Business made by made by Trier. **Second:** Emmons. **All in Favor.***

**Motion:** *To approve the July 12, 2016 regular meeting minutes made by Trier. **Second:** Brandt. **All in Favor.***

**Financial Report:** H. Trier presented the Treasurer's Report – Period ending July 31, 2016 and made it available to the public. The Treasurer's Report was explained in detail. H. Trier contacted the CPA to inquire about what steps should be taken in regard to the 2 outstanding State of Michigan checks and the CPA suggested a stop payment. **Motion:** To stop payment on the two (2) outstanding State of Michigan checks at the cost of \$64.00 made by Brandt. **Second:** Kohn. **All in Favor.** H. Trier also asked Chief Nettle to check into and advise on two outstanding firefighter checks dated back to 2013.

**Budget Amendments:** Tabled until audit finished.

**Approval to Pay the Bills:** R. Brandt provided the public with the credit card distribution report as well as a report of all payroll and accounts payable checks, including descriptions, written since July 8, 2016. **Motion:** *To approve to pay the bills (check #40611-40679 – Check 40620 voided) made by Emmons. **Second:** Kohn. **All in Favor.***

**Fire Chief's Report:** E. Nettle provided a written report including an Incident Summary Review, Policy and Procedure Review. Par-Plan Risk Management Assessment & Policy & Procedure Review is still ongoing. Updated Inventory Project-nothing new to report; Cost Recover Ordinance- Draft to be emailed to Supervisor Christler and will be forwarded to attorney for review as recommended by Chief Nettle. Maintenance & Repair: Tanker #822 is being scheduled for paint repair. 2016 Annual NFPA Pump Service and Testing were completed by Frontline Services on Engine #821, #825 and Tower #1 at a total cost of \$1,361.25. Other items of concern were noted and a safety as well as cost benefit analysis is being completed to determine an action plan if any. Air Boat #2- During a joint training session with the Sheriff's Air Boat #1 and our Air Boat #2, it was observed that there were some issue with the boat requiring some welding and engine frame work. All About Welding of Houghton Lake completed the repairs at a total cost of \$360.00. 2016 Annual Maintenance-Houghton Lake Community Schools Transportation Dept. has begun our annual maintenance for all the truck chassis. 2<sup>nd</sup> Lieutenant Position-Three (3) firefighters were interested in the 2<sup>nd</sup> Lt. Position that was posted. After discussion it was recommended to the Board to promote Scott Wrzesinski to the 2<sup>nd</sup> Lieutenant position with a one (1) year probationary period. **Motion:** To approve the promotion of Scott Wrzesinski to 2<sup>nd</sup> Lieutenant position with a one (1) year probationary period made by Christler. **Second:** Kohn. **All in Favor.** Bluegill Festival-Due to staffing and distance from our area, we advised that we could not attend. National Night Out Event-Firefighter Chad Macarthur & Lt. Ed Frederick staffed Tower #1 at the event this past week at Wal-Mart in Houghton Lake. Chief Nettle also publically expressed his thanks for the recent passing of the millage for fire equipment.

**Land Use Officer's Report:** Bruce reported that he currently has 10 new complaints, 33 complete, 6 open, 10 Land Use Permits \$200, 2 garage sale \$4.00 total \$204 (receipts given to Treasurer Trier) and 250 miles reported for the month of July, 2016.

**Planning Commission Report:** Marilou reported that the public hearing was held to discuss amendments to Ordinance 9 and that the amendments were approved. The Fire Ordinance was discussed and a site plan was reviewed.

**ZBA Report:** Kevin reported that the new Board of Appeals has a five (5) member board. He stated that he would like to have an additional two (2) alternates to be able to call when members can't make the public hearing. He stated that the elections went well and that 411 people voted. He discussed the need for good training for election inspectors and the Chairperson is crucial to be able to do closeout at the end of the night.

**Assessor's Report:** None.

**Correspondence:** Brandt presented a MTA Class Brochure entitled 'Creating a Vision for Townships'. If any interest in attending, please let him know.

**Supervisor's Report:** Christler reported on the meetings he attended this month. He also thanked Dave Emmons for replacing the 'No Wake' signs, thanked all the election workers for working and thanked the voters of Lake Township for putting trust in this Board by going to the polls and passing our mileages. Thank you again.

**Old Business: None**

**New Business:**

1. Files Storage – Emmons. The vault at the Township Hall is full and nothing more can be put in it and we need to clean house. He inquired about the retention schedule for documents and wanted to set aside time to do housekeeping. Dick will look at retention schedule; it was suggested to have a professional shredder present and to allow residents to come to shred their stuff as well.
2. Delinquent Lawn Fees—Trier. Trier inquired on how the Board could better handle these situations based on a past fee being passed on to a new owner, who was unaware of the delinquent fee. Several options were discussed; deal with them on a case to case basis as the Board did by voting and handling it at the meeting, file a lien on property, bill previous owner, small claims court. It was determined that it would be handled on a case to case basis by the Board.
3. Policy Manual—Kohn. Chapter 3, Ethics of the Policy Manual was distributed in draft form. Kohn asked the Board to review so that a vote can take place at next month's regular board meeting.
4. Fee Schedule—Kohn. Research is ongoing as to what fees other townships currently charge for services. There is a difference in prices amongst the Townships in Roscommon County. Roger will investigate and compile a list of fees for Lake Township and bring back to next month's regular meeting.
5. State Tax Notices—Brandt. Clerk received a letter that he underpaid the State Tax and he believes that it was paid correctly. He compiled a letter and sent supporting documentation to justify that what he paid was correct.
6. International League of Cities—Brandt. International League of Cities-Brandt received correspondence to be a part of this publication and it was decided that Lake Township will not take part.
7. Consumer Power Meter Upgrade—Brandt. Consumer Power Meter Upgrade-FYI to residents-meters will be upgraded within the next couple of weeks.
8. Roscommon Road Commission Ride along—Christler. Is scheduled for September 13, 2016 and is recommended to those who wish to attend. Christler indicated that decisions regarding roads will be made within the next year and it would be helpful for the Board members to attend. Kohn, Clare, Trier, and Christler will attend.
9. Fireworks Ordinance #47—Kohn. This ordinance was created and approved by the Planning Committee and the Attorney and some type of action should be taken. There was a lot of work put into this document. The ordinance was tabled because there is no way of enforcing it. **Motion:** To delete Ordinance #47 and not approve Ordinance #47 made by Emmons. **Second:** Brandt.
10. Ordinance #9 Changes-Kohn – Christler sent Ordinance #9 to Attorney and it was tabled until next month.
11. Trustee Mileage-Kohn. – A question was presented to Kohn, 'Are trustees entitled to mileage?' Yes, trustees are entitled to claim mileage for educational purposes, anytime vehicle used for township business or to run for parts, etc.

**Public Comments:**

Marilou commented that Lake Township is not a complainant township and that complainants shouldn't be revealed unless it goes to Court.

Dave Emmons stated that the container hadn't been picked up this a.m. and was informed that it was picked up this afternoon.

A member of public requested a private session. The open meetings act was discussed and she was told that a conversation could be held amongst the board during or after the meeting.

**Meeting Adjourned at 8:27 p.m.**

**Respectfully Submitted,**

**Richard Brandt, Lake Township Clerk**  
[www.lake-township.com](http://www.lake-township.com)

*Subject to correction/approval*