

**Lake Township-Roscommon County
Regular Board Meeting
December 10, 2019 @ 7pm**

The Lake Township Board met on Tuesday, December 10, 2019 for a regular board meeting. Dave Emmons called the meeting to order at 7:00 p.m. The Pledge of Allegiance of the United States of America was recited.

Present: Dave Emmons - Supervisor, Tonya Clare-Clerk, Harry Trier-Treasurer, Chris Lukatch-Trustee, and Anthony Farhat-Trustee.

Motion: Clare to approve the December 2019 agenda. **Second:** Trier. **All in Favor.**

Motion: Trier to approve the November 12, 2019 regular meeting minutes. **Second:**

Lukatch. **All in Favor.** Clare read the minutes from the special meeting. **Motion:**

Emmons to approve the November 26, 2019 special meeting minutes. **Second:** Trier.

All in Favor.

Correspondence: Emmons received and read a letter opposing short term rentals.

Public Comments: Prior to public comments Emmons expressed the Board along with the Planning Commission needs time to work through the process regarding short term rentals, this is a part time township. We want you to know we hear your varying concerns. One possibility is to work with all townships around the lake. Emmons continued that he made the decision not to include short term letter with tax bills to all residents. Emmons is willing to send a letter to homeowners that are currently renting homes stating they are in violation of ordinance, however the township is in the process of reviewing current ordinance. The OEO asked for guidance on timing of sending letters, currently home of concern is not being rented.

Several residents made comments regarding short term rentals expressing varying opinions.

Budget Amendments: There are two budget amendments relating to Supervisor's budget, requesting increase to supplies for \$100.00 and mileage for \$150.00 for a total of \$250.00. **Motion:** Clare to increase Supervisor budget by \$250.00 for fiscal year ending March 31, 2020. **Second:** Farhat. **All in Favor.**

Financial Report: Trier presented the Treasurer's Report-Period ending November 30, 2019 and made it available to the public which he reported currently balances. Trier discussed moved CD's to CDAR with same term. Increasing rate from 1.45 to 1.65. Trier also requested approval for box of pre stamped envelopes from USPS for a total of \$350.00. **Motion:** Emmons approval for Trier to order box of pre stamped envelopes for cost of \$350.00. **Second:** Clare. **All in Favor.** Discussion with Lukatch and Trier regarding revenue and expense columns on financial report. Trier to adjust report to add column for money transfers, so they do not appear as incoming revenue or a outgoing expense.

Approval to Pay the Bills: Clare 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 November 13, 2019. Check number 42538 was approved at 11/26/2019 Special Meeting. **Motion:** Emmons to approve to pay the bills (checks #42538 through #42553 #422581). **Second:** Trier. **All in Favor.** **Motion:** Trier to modify agenda to add check #42554 and #42555 and approve to pay additional check #42554 and #42555. **Second:** Lukatch. **All in Favor.**

Fire Chief's Report: Fire Chief Wrzesinski provided a written report including and Incident Summary Review, Policy and Procedure Review, and monthly expenditures. Discussion regarding list of fire house needs to apply for grant. Fire Chief is working on this list. Discussion regarding radios.

Ordinance Enforcement Officer's Report: Rose submitted report of complaints and land use permits issued to board members. Emmons went over report at meeting.

Planning Commission Report: Mika reported on November Planning Commission Meeting, reviewing changes to Ordinance 55. Special Meeting to be held on January 7, 2020 at 2 p.m.

ZBA Report: None

Assessors Report: Houserman stated three Board of Reviews took place on December 10, 2019. All were approved by the Board.

Supervisors Report: Emmons thanked Dick R., Dave C., and Tony K., for their work on the Cemetery. Emmons reported on the meetings that he has attended this month.

Old Business:

Ordinance 55

Mika reviewed in his report.

Short Term Rentals

Emmons covered in Public Comments.

New Business:

Asbestos Testing

Asbestos testing was completed on dangerous building located at 8801 E. HL Drive. After receiving the DEQ results there is a 36 foot area that contains asbestos. Bids reviewed. **Motion:** Emmons to approve bid of \$700.00 from Quality Environmental Services to remove asbestos. **Second:** Clare. **All in Favor.**

Board of Review Training

The state requires all members to attend a class. The advanced class is on February 6, 2020 in West Branch. **Motion:** Emmons to approve up to \$490.00 for five township employees to attend required training class. **Second:** Trier **All in Favor.**

2020 Poverty Application Approval

Houserman stated the State of Michigan has a new form for 2020 Poverty Exemption and is requesting the Board approve the form. **Motion:** Clare to approve the 2020 Poverty Exemption application form. **Second:** Lukatch **Roll Call Vote:** Farhat: yea, Trier: yea, Clare: yea, Lukatch: yea, Emmons: yea **Motion Carries.**

2020 Holiday Closures

Clare presented the 2020 Holiday closures, that coincide with the County this will be posted on the website.

Garbage Special Assessment Removal

Houserman stated Home at 8927 Mead Road has been demolished and needs to be removed from the garbage special assessment roll. **Motion:** Trier to remove 8927 Mead Road from garbage special assessment roll. **Second:** Lukatch **All in Favor.**

Shredding Bin

The township needs to complete retention cleanup. Clare received bids from shredding companies. Bids reviewed. **Motion:** Farhat to obtain three 96 gallon shred bins total cost \$165.00. Discussion continues. **All in Favor.**

Summer Tax Collection

Trier stated Houghton Lake Schools would like to collect taxes in the summer tax collection vs the winter tax collection. Julie Brown, Superintendent from Houghton Lake Schools explained collecting in the summer saves the school district and tax payers interest on loans, approximately 50k. In addition, they will reimburse the township \$2.50 per parcel, previously paid by the State of Michigan, to collect the school tax. Julie will bring the resolution to the next Board meeting for a vote by the Board.

Election Laptop

Clare stated the township does not have a laptop computer for running the elections. The laptop quit working at the election in August of 2019. In addition, the State of Michigan changed the preferred requirements of the election laptop computer. Clare received three quotes on a laptop. Discussion of quotes. **Motion:** Clare to purchase Dell laptop with three years pro support for cost of \$679.00. **Second:** Farhat. **Roll Call Vote:** Farhat: yea, Trier: yea, Clare: yea, Lukatch: yea, Emmons: yea **Motion Carries.**

Township Computer

Clare stated the township computer was purchased in 2011 and is not compatible to be upgraded to Windows 10. As of January 14, 2020 Windows 7 will not longer be supported. Which means no security support on township computers. Current system, can only be updated to Windows 8. Trier laptop needs upgrade as well. Upgrade cost is \$200.00 vs cost of new laptop. Discussion of quotes. **Motion:** Farhat to purchase Dell laptop for Treasurer and laptop, monitor, keyboard and mouse for township office up to \$1,500.00. **Second:** Emmons **Roll Call Vote:** Farhat: yea, Trier: yea, Clare: yea, Lukatch: yea, Emmons: yea **Motion Carries.**

Special Assessment Street Lighting

Emmons stated township pays 26K a year for street lighting, that includes 188 street lights. This currently comes out of the general fund. Emmons spoke of a special assessment for street lighting. Should township decide to remove street lighting the cost for capital investment would have to be paid which amounts to 225K. Discussion that millage was put before township twice and failed, by a small margin. Farhat stated education may help the millage pass.

March 10 Regular Meeting

Clare stated the March 10, 2020 Board meeting falls on election day and needs to be rescheduled. March meeting will be held March 11, 2020 at 7 p.m.

Township Hall

Emmons spoke about the conceptual township hall displayed on the monitor. A group of people volunteered after a meeting to help research a township hall. This is conceptual draft that came from that group. This will allow the township to house township documents in one location rather than in peoples homes. Trier visited the "Coyles" building as a possible site and is working on setting up a appointment for other Board members to view the site. **Motion:** Emmons to get no cost bids on concept drawing for new building and a EGLE permit of \$500.00 to test soil on proposed building site adjacent to Fire House. **Second:** Farhat **All in Favor.**

Meeting Adjourned at 9:25 p.m.

Respectfully Submitted,

Pam Surprenant, Lake Township Deputy Clerk

www.lake-township.com

Approved with correction at Lake Township Meeting January 14, 2020