

**Lake Township-Roscommon County**  
**Regular Meeting**  
**January 10, 2017**

The Lake Township Board met on Tuesday, January 10, 2017 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, Tonya Clare-Clerk, Dave Emmons-Trustee, Roger Kohn-Trustee

**Motion:** To approve the January 10, 2017 agenda. **Motion:** Kohn, with correction made by Trier, under New Business, 5. Tax bill--"Christler will report the decision to Houghton Lake Improvement Board (HLIB)", rather than home improvement board. **Second:** Emmons. **All in Favor.**

**Financial Report:** Trier presented the Treasurer's Report – Period ending December 31, 2016 and made it available to the public. Trier reported that he moved two journal entries to help balance books: \$7.80 for cemetery expenses went back into the general fund as revenue (wash), and he moved fire operating expenses of \$637.53 to the general fund to balance. Trier and Clare have been working together. They have set up auto-pay for Consumers, Frontier, DTE, Charter, Republic, and Sewer Authority.

Trier reported that he was at the township hall for 8 hours on December 28, 2016, collecting taxes from 12 people. He will also be at the hall on February 14, 2017 from 9:00 am to 2:00 pm (the last day due without penalty), and February 28, 2017 from 9:00 am to 5:00 pm.

Trier has been asked by several tax payers about the acceptance of credit cards for payment of taxes. He is looking into a plan called "point and pay", charging 3% interest charge (minimum of \$2) to the customer. There is no charge to the township. Trier explained the process, and stated that Markey Township has used it for the past 3 years. He is going to further look into this.

**Budget Amendments:** None this month.

**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 December 13, 2016. **Motion:** To approve to pay the bills (check # 40937 = 40981) made by Kohn, **Second:** Trier. **All in Favor.**

**Fire Chief's Report:** E. Nettle provided a written report including an Incident Summary Review, Policy and Procedure Review. Nettle stated that Charter will no longer offer free basic TV service for municipalities. The fire department currently has Charter internet for \$79.99 and free TV, and Frontier telephone for \$54.11. Nettle stated the cost of bundled internet, TV, and phone service would be \$159.97/month for the first year and \$169.97 the following years. Nettle asked for approval of the bundled package from Charter, canceling Frontier, with a savings of \$10.21. **Motion:** Emmons to approve. **Second:** Kohn. **All in favor.**

Nettle updated the board with maintenance and repairs of fire department equipment. One of the fire trucks should be back in service by February after engine repair, tower hydraulic and water supply system repair. Repair of 3 other units has been completed, and is paid for.

Nettle brought up that the Cost Recovery Ordinance was approved by the board in September 2016. However, a Cost Recovery Fee schedule was not approved, that states fees to be paid in an attempt to collect some of the fire department costs when it responds to emergencies. The basic fee for a fire department response is \$500 in most instances. After discussion, **Motion:** Kohn to approve the rate scale for Cost Recovery. **Second:** Trier. **All in favor.**

Nettle also stated that Tony Farhat has updated the fire department photos on the Township website with seasonal photos of the air boat and ice rescue training photos.

**Land Use Officer's Report:** Olson reported that he currently has no new complaints, 1 complete, 2 open, 6 Land Use Permits \$120.00, no garage sale 2.00 (receipts given to Treasure) and 98 miles reported for the month of December, 2016. There are 3 complaints with the attorney, 1 has been adjudicated and is cleared off the books. Olson also reported for the year of 2016 that he had 104 new complaints, 102 completed, 2 currently open with attorney, issued 81 land use permits \$1,460.00, 14 yard sale permits for \$28.00, not including permits issued by the clerk, 1 site plan processed \$300, 4 site plan meetings, 1 ZBA appeal brought in \$300, 16 planning commission meetings, 2 ZBA meetings, 3 complaints with attorney; 1 adjudicated by the court. Olson also reported a total of 1404.6 total miles for himself, only, in 2016.

**Planning Commission Report:** There was no meeting in December. MacKenzie handed out the 2016 year in review consisting of site plans discussed, new ordinances, amendments and changes to ordinance(s), election of officers, and new persons to the commission. The commission is currently working on are zoning for light industry, definitions, Ordinance #9, training on Webcast, and reviewing ordinance books.

**ZBA Report:** None

**Assessor's Report:** Mike Houserman, subcontractor of accessor CSZ Services, asked for set dates for Board of Review for 2017, which are March 14, 2017, 9:00 am to 3:00 pm, and March 15, 2017, from 3:00 pm to 9:00 pm. The Organizational meeting will be March 7, 2017 at 11:00 am. **Motion:** Christler to approve those dates. **Second:** Emmons. **All in favor.** Houserman stated that non-residents are currently allowed to appeal in writing and by mail. However, residents are not. **Motion:** Christler to allow residents the same rights, to file a written appeal by mail or in writing by the set dates before the Board of Review. **Second:** Kohn. **All in favor.**

Discussion of the 2017 Poverty Exemption rate guidelines change annually for qualifications. **Motion:** Christler to adopt the new resolution for 2017. **Second:** Kohn. **All in favor.**

Houserman asked for approval of \$1352 for upfront costs and materials for printing and mailing of assessment notices in February. **Motion:** Trier to accept. **Second:** Clare. **All in favor.**

**Correspondence:** Home Builder's Association is having a seminar for experienced builders.

**Supervisor's Report:** Christler reported on the meetings he attended this month. Christler received a call from Republic at 7:00 am this morning that garbage would not be picked up due to the weather. He immediately emailed the board, and Tony put it on the website.

Emmons brought up that the Roscommon County Township Association (RTA) meeting will be January 19, 2017 at 10:00 am at Gerrish Township hall.

#### **Old Business:**

**Hall Rental**—Tonya asked for comments/changes to the hall rental agreement following the board's review. Emmons suggested \$75/day (24 hours) with a \$100 security deposit. Cleaning of the hall was also discussed. These matters were are tabled for further refinement.

**Bulletin Board**—Emmons has purchased the outside display case for \$217. He and Dave Clare will put it up when weather permits.

#### **New Business:**

**1. Hazard Mitigation Resolution**—Christler explained that a resolution to adopt the Roscommon County Mitigation Plan, developed by the local level is necessary to be able to receive emergency funds from Federal Emergency Management Agency (FEMA), in the event of an emergency. Clare & Nettle drafted a resolution for the board to review. **Motion:** Kohn to adopt hazardous mitigation resolution. **Second:** Clare. **All in favor.**

**2. Budget Workshop dates**—Christler explained that this is when board members should let them know what they would like to see in their departments according to budget. Budget Workshop is set for January 25, 2017 at 10:00. If you cannot make it, you may email your requests to Stan.

**3. Wage Resolutions**—Christler stated that requests for wage increases need to be within 30 days prior to the meeting to be voted on at the annual meeting. Kohn proposed that the trustees have done a lot of extra work and they are asking for \$100 increase per month. **Motion:** Kohn to accept their request. **Second:** Christler. **All in favor.** The wage increase will be voted on by residents at the township's annual meeting, as well as other board member's wages at the regular township meeting on February 14, 2017.

**4. Annual Meeting Dates**—The annual meeting will be held March 18, 2017, at 10:00 am.

**5. Assessor, Printing and Board of Review**-- Christler noted that subcontracting of assessment services was made without the knowledge or approval of the township. There was discussion of putting the assessor job up for bids as CSZ's contract ends in April.

**6. Clerk-- (1) Adjusting Journal Entries**—Clare stated that she and Trier are working with a CPA on adjusting journal entries to get books balanced. Clare stated that all accounts are balanced, except for the general fund, which is off \$500. They plan to go through the activity reports "line by line" to find the discrepancy.

**(2) 2017 Standard Mileage rate—Motion:** Kohn to approve the State set mileage rate of 53.5 cents per mile. **Second:** Emmons. **All in favor.**

**(3) Authorize use of ACH and EFT Resolution—Motion:** Emmons to authorize the township to do ACH and EFT transactions per PA738. **Second:** Trier. **All in favor.**

**(4) MTA Training—**Christler stated that there are no new board of review members, or no other new members on other committees to send. The annual MTA conference is in January 2017.

**Public Comments:**

A resident commented that the road commission plows roads down to the gravel. It's a hazard for the snowmobilers. Trier has talked to the road commission before. They have a "white shoulder" policy.

**Meeting Adjourned at 8:51 p.m.**

**Respectfully Submitted,**

**Tonya Clare, Lake Township Clerk**

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*Subject to correction/approval*