

**Lake Township-Roscommon County
Regular Board Meeting
July 13, 2021 @ 7pm**

The Lake Township Board met on Tuesday, July 13, 2021 for a regular board meeting. Keith Stiles called the meeting to order at 7:00 p.m. The Pledge of Allegiance of the United States of America was recited.

Present: Keith Stiles - Supervisor, Pam Surprenant-Clerk, Harry Trier-Treasurer, and David Russo Jr.-Trustee. **Absent:** Anthony Farhat-Trustee.

Motion: Trier to approve the July 13th agenda. **Second:** Surprenant. **All in Favor. Motion Carries.**

Motion: Stiles to approve the June 8, 2021 regular meeting minutes, with correction adding 2021 to Resolution number 13. **Second:** Trier. **All in Favor. Motion Carries.**

Motion: Stiles to approve the June 15, 2021 special meeting minutes. **Second:** Trier. **All in Favor. Motion Carries.**

Motion: Stiles to approve the June 29, 2021 special meeting minutes. **Second:** Trier. **All in Favor. Motion Carries.**

Approval to Pay the Bills: Surprenant provided the public with the credit card distribution report as well as a report of all payroll and accounts payable checks, including descriptions. **Motion:** Stiles approval of payroll, the bills and payroll checks 43404 through 43446 and post audit of bills presented on EFT check register. **Second:** Trier. Discussion regarding legal costs. **All in Favor. Motion Carries.**

Budget Amendments: None

Old Business:

Fire Department Bills/Policies Surprenant stated the changes made to the Account Payable Policy during the last meeting were sent to the Board. **Motion:** Surprenant to approve the Accounts Payable Policy as presented. **Second:** Stiles. **All in Favor. Motion Carries.** Surprenant stated the Payroll Policy was sent out to the board for review. Board members felt they needed more time to review the payroll policy.

Motion: Surprenant to table Payroll Policy. **Second:** Trier. **All in Favor. Motion Carries.** Stiles stated table till August meeting.

Surprenant stated Accounts Receivable Policy was sent out to the board for review. Board members felt they needed more time to review the accounts receivable policy.

Motion: Trier to table Accounts Receivable Policy. **Second:** Russo Jr. **All in Favor. Motion Carries.**

Intergovernmental Agreement: **Motion:** Stiles to approve Intergovernmental Agreement with Houghton Lake Building Agency. **Second:** Trier. **All in Favor. Motion Carries.**

Marihuana Criteria Forms: Stiles stated Farhat made some changes on the form from the prior meeting. Discussion regarding points. Surprenant stated points will total 110, and changing Topic two to a total of 39 points, on draft three. **Motion:** Trier to approve Marihuana Application Scoring criteria form corrections. **Second:** Stiles. **All in Favor. Motion Carries.** Discussion regarding dates for applications. **Motion:** Stiles to expand application dates to July 26, 2021 through August 13, 2021. **Second:** Trier. **All in Favor. Motion Carries.** Discussion regarding flow chart and FAQ. **Motion:** Trier to send Marihuana Application scoring criteria to attorney for review. **Second:** Russo Jr. **All in Favor. Motion Carries.**

Motion: Surprenant to discharge committee that was created 12/8/2020 board meeting, to work on Marihuana Ordinance. **Second:** Stiles. **All in Favor. Motion Carries.**

Motion: Surprenant to discharge committee that was created 1/12/2021 board meeting, to work on procedures of the application process. **Second:** Russo Jr. **All in Favor. Motion Carries.**

New Business:

Supervisor Correspondence:

Stiles stated received concerns over trash pickup related to lack of drivers.

Financial Report: Trier presented the Treasurer's Report-Period ending June 30, 2021 and made it available to the public which he reported currently balances with the Clerk.

Fire Chief's Report: Fire Chief Wrzesinski provided a written report to the board. Fire Chief stated the fire department would look into a used tanker pumper truck.

Ordinance Enforcement Officer's Report: Rose submitted report of complaints and land use permits issued to board members. Rose stated issues with placement of campers for a variety of reasons, perhaps planning commission could look into this.

Motion: Stiles to have Russo take camper issue to planning commission. No second motion falls to floor. Pat stated the topic is on the July agenda.

Planning Commission Report: Riss provided a written report to the board. **Motion:** Stiles to approve special use for Lost Lake Resort to change use from resort to an association. **Second:** Trier. **All in Favor. Motion Carries.**

ZBA Report: Hull stated brief ZBA meeting to approve camper while home being constructed. Hull continued he believes the Planning Commission will be looking at that as well, so folks do not have to pay \$400.00 to live on their property while a home is being constructed. Hull also stated a ZBA case would be re-opened at the next meeting to review the same for someone constructing a new home.

Assessors Report: Stiles stated he spoke with Houserman. There is a Board of Review scheduled for July 20, 2021.

Supervisors Report: Stiles stated Dave Doll passed.

Committee Report New Town Hall:

Surprenant stated the committee is working on compiling information for the board. The resident representative has withdrawn from the committee. If there is resident interested in getting involved, please contact me. Pat is working on preparing information for the board. Surprenant thanked Pat for her work.

Update Ordinance Books: Surprenant stated she spoke with MTA seeking guidance on how to update the Ordinance Books relating to the recent amendment to Ordinance 55. Surprenant continued books could be returned to the office for updating or pages could be sent out and each person would update their own book. After discussion, it was determined pages with amendment dates would be sent out for individuals to update on their own. Surprenant questioned how Board would like the policy book updated, board felt sending out pages with amendment dates for individuals to update on their own would also be appropriate.

Foot Bridge RFP Request to Paper: Surprenant stated board received a report Clare prepared regarding the foot bridge over the Muskegon River. Surprenant thanked Clare for her dedication and work she put into that research. Surprenant continued, in order for the township to understand what the cost would be the township would need to place a request in the paper for professional engineering services. At this time the cost involved would be the cost to place the request in the paper. Clare spoke of the next steps for the project, indicating grants are available for bridges that connect to a trail system, but not a bridge that only benefits the community. Clare also indicated the RCRC suggested the next step for the township would be to seek professional engineering services. Surprenant stated that the idea is that the companies that would respond to the advertisement in the paper would provide information including the cost to complete it, so the board can gain more knowledge relating to the foot bridge to see if it could be a feasible project for the township. Clare stated after speaking to some of the companies the range seemed to be from \$1500 to \$3000 for what is in the RFP. Once the board reviews the RFP, the scope of the service is what we want to make sure we ask them for and they will send a price back on what they charge to give us that information. **Motion:** Stiles to place in paper to see what kind of response we get.

Second: Russo Jr. **All in Favor. Motion Carries.**

Principles of Governance: Motion: Stiles to approve and sign document. **Second:** Trier. **All in Favor. Motion Carries.**

Board Comment:

Russo Jr. stated in contact with RCRC regarding bridge on Long Point. Discussion. Trier would like to see the board be able answer questions from the public; maybe a Q&A type time. Discussion.

Public Comment:

Comment regarding having public comment at beginning and end of meeting. Comment on STR attorney fees, in favor of township STR Ordinance. Comment

against STR, stay the course. Comment regarding Marihuana Criteria tie breakers. Comment to hold STR cases to see how current STR cases resolve. Comment against STR. Comment regarding foot bridge over Muskegon River. Comment regarding happy to see the board talk about benefits to the community, like the foot bridge over the Muskegon River. Comment for STR. Comment regarding campers over holiday week end. Comment for STR. Comment against STR. Comment against STR. Comment from OEO regarding STR cases, open citations and noise ordinance. Comment regarding in favor of Q&A with board and having public comment at beginning of meeting and end of meeting.

Meeting Adjourned at 8:38 p.m.

Respectfully Submitted,
Pam Surprenant, Lake Township Clerk
Approved at LTRM 8/10/21