

**Lake Township-Roscommon County  
Regular Meeting  
May 9, 2017 @ 7:00 a.m.**

The Lake Township Board met on Tuesday, May 9, 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 May 9, 2017 agenda. **Motion** made by Kohn, **Second:** Emmons, with additions of road contracts with Roscommon County to Old Business by Christler. Trier also added BS&A software to the agenda under Old business. **All in Favor.**

**Motion:** To approve the April 11, 2017 regular meeting minutes made by Kohn, **Second:** Trier. **All in Favor.**

**Financial Report:** Trier presented the Treasurer's Report – Period ending April 30, 2017 and made it available to the public. Trier reported that the clerk's and treasurer's books balance "to the penny".

**Budget Amendments:** Clare reported that she provided proposed budget amendments in the amount of \$1000 to pay the newly hired maintenance person, and \$80 for balance BS&A software support contract. **Motion:** Christler to adopt amendments to the budget. **Second:** Trier. **All in favor.**

**Approval to Pay the Bills:** T. 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 April 11, 2017. **Motion:** To approve to pay the bills (check # 41126 through 41171) made by Emmons. **Second:** Kohn. **All in Favor.**

**Fire Chief's Report:** Aldrich provided a verbal report including an Incident Summary Review, Policy and Procedure Review. Aldrich turned in a bill for meat purchased for an association meeting scheduled on May 10, 2017. Frontline is also coming on May 10, 2017 to repair equipment. Aldrich reported that training on "jaws" is on May 12 & 13, 2017. On June 7, 2017, Douglas Safety is certifying gas masks, which will cost approximately \$2000 to \$2500. Aldrich asked the board for assistance to have an Ox Roast fundraiser this year. Christler would like to talk to the auditor, and do more research on procedures. Aldrich asked the board to pay mileage for a firefighter who recently completed a 52-week class in firefighting. The board will need to check policy manual.

**Land Use Officer's Report:** Olson reported that he currently has 8 new complaints, 4 complete, 7 open, 4 Land Use Permits \$80, and 255 miles reported for the month of April 2017. Olson had no ZBA meetings, 1 planning commission meeting.

**Planning Commission Report:** MacKenzie reported election of officers stayed the same, other than Carrie Wyskowski was elected secretary. Working on definition of accessory buildings. Three board members viewed the first webcast training. Discussion of when Master Plan is due.

**ZBA Report: None.**

**Assessor's Report:** A meeting with the State auditors will be coming up to discuss the overall process of AMAR (Audit of Minimum Assessing Requirements). Houserman thanked Tony Farhat for adding forms and guidelines for property owners to the website.

**Correspondence:** Christler received a letter from auditor thanking the clerk and treasurer for their work in getting everything balanced.

**Supervisor's Report:** Christler report on the meetings he attended this month. Christler reported that he and Kohn attended a bridge and trail meeting, grants are unavailable for the next 3 years. Christler received notice that the township attorney is retiring. Christler thanked Dick & Teri Rosekrans, Dave Clare, and Tony Kavov for putting up flags in the cemetery for Memorial Day.

**Old Business:**

The board approved contracts for repair of three roads, exceeding the budget by \$19,000. **Motion:** Kohn to approve contracts with knowledge of going over budget. **Second:** Emmons. **All in Favor.** Roger, Road Commission, explained the brine program.

The board approved a 1-year contract with Mike Houserman, which pays \$10/parcel, or \$23,490. **Motion:** Kohn to approve. **Second:** Trier. **All in favor.**

Township clean-up is scheduled for June 3, 2017 @ 10:00 a.m., and June 10, 2017. Emmons will contact interested participants.

Discussion of BS&A Software program for access to assessment data through the township website, charging the user \$2.00 per non-owner. After further discussion, **Motion:** Emmons to approve BS&A software program and Point & Pay. **Second:** Clare. 4 ayes; 1 nay.

**New Business:**

Heath Insurance—discussion of group policy changes effective June 1<sup>st</sup> and July 1<sup>st</sup> for elected officials. Christler is the only one using at this time, however, should consider for more than one in the future. Christler plans to further discuss with board members.

Discussion of committee members being compensated for attendance of meetings, suggestion of \$55/meeting for the Building Committee. Motion: died for lack of support.

Road Commission states that mail boxes should be 3 to 5 feet from the edge of the road with an approach.

Kohn handed out copies of Chapter 4, Financial Administration, and Chapter 6, Records Management, of the township's Administrative policy manual for board members to review. Kohn asked the board to give him any comments and suggestions for any revisions.

**Motion:** Clare to pay 3-year renewal for the website. **Second:** Trier. **All in favor.**

Clare reported 135 voters for the election on May 2, 2017; 96 were absentee ballots. The county will be getting a new voting program and equipment in August 2018. Contract is 10 years, 5 year service and maintenance, in which a grant should take care of most of the cost.

Discussion of a township logo. Tony will send Tonya some that were drawn up when discussed earlier.

Clare suggested the board look into a local contractor for the township's printer/copy machine. The contract with current vendor has expired.

Christler urged everyone to talk to legislators who are considering a bill that's in the house that would make it impossible for townships to develop regulations regarding vacation rentals (House bill 4503, Senate bill 329).

**Public Comments:** None

**Meeting Adjourned at 8:50 p.m.**

**Respectfully Submitted,**

**Tonya Clare, Lake Township Clerk**

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*Subject to correction/approval*