

Blue Lake Township

Kalkaska County, Michigan

Minutes

Township Board Regular Meeting Via Zoom

Wednesday, May 6, 2020

- I. Meeting Call to Order at 7:00 pm – Shearer
- II. Pledge of Allegiance – Shearer
- III. Roll Call of Officers Present: Almose, Nichol, Shaw, Shearer, Shoemaker all present.
- IV. Adoption of Agenda – Shearer - Motion to adopt agenda by Almose, supported by Shaw, roll call: Almose, Shaw, Nichol, Shoemaker and Shearer, all yeas. Motion carried.
- V. Call for Conflict - None
- VI. Minutes of last meeting – Nichol
 1. Motion to approve minutes of last meeting dated, April 1, 2020 by Shaw, supported by Almose. Roll call: Shaw, Almose, Nichol, Shearer and Shoemaker, all yeas. Motion carried.
- VII. Treasurers Report - Almose – The Treasurers' report was accepted.
 1. A return envelope will now be included with the tax bills at a cost of \$.03 per envelope.
- VIII. Clerks Report – Nichol
 1. Approve payment of bills in the amount of \$34,516.13. Motion to approve Clerk's report by Almose, supported by Shaw. Roll call: Almose, Shaw, Nichol, Shearer and Shoemaker, all yeas.
- IX. Correspondents and Guests
 - I. Community Officer – Ben Hawkins
 - a. There were 8 incidents in the township for the month of April. Patrol was the main activity for the month. 28.5 hours in the township and 2618 county miles.
- X. County Commissioner - Kohn Fisher – not present
- XI. Public Input (All comments will be held to a three-minute time limit) – Some individuals (Drogosh, Curits, Perry) spoke at this juncture regarding high water concerns ie: unprecedented high water, no wake, homes with crawl spaces flooding. Many waiting until the Planning Board section.
- XII. Township Reports
 1. Zoning Administrator - Campbell
 - a. One permit and one violation issued in April.
 - b. Field work will resume once the stay at home order is lifted/modified.
 2. Assessors Report – Grimm
 - a. All transfers, PRE's and deeds are current and recorded. Once the Stay at Home order is lifted, I will resume office hours. For now, I am working from home.
 - b. The new assessment roll will be sent to the Equalization Department for the printing of Summer Tax Bills. Land and lake values used for calculating the new 2020 values is attached.
 - c. All year end reports have been submitted to the state timely following the close of the March Board of Review (BOR). The BOR had nine appeals made by mail and personal appearance.
 - d. The full report is available in the Clerk's office.
 3. Fire Department Report – Barr - Brierley
 - a. Report from Barr: Resignation is effective May 6, 2020. Barr will continue to serve the department for the next year or two. The full letter to the board is available in the Clerk's office. It was a thoughtful and well done letter. Nichol and Shearer recalled specific incidences with Barr over the years and expressed their sincere gratefulness for his service, acts of compassion and dedication. The entire Board

thanked Barr for his 25 years plus of service and dedication to the department and to the Blue Lake community. We are grateful he will remain with the department and continue to serve his community. Motion by Nichol to accept the Fire Chief of Blue Lake Township, Mr. Bob Barr's resignation, with great regret and sincere gratitude for his 25 plus years of service and dedication to the Blue Lake Fire Department and to the Blue Lake community, supported by Shearer reiterating with great regret and sincere gratitude for this years of service and dedication. Roll Call: Nichol, Shearer, Shaw, Shoemaker and Almose all yeas.

- b. Brierley: There were five fire related calls including one mutual aid to Station 6 for a car fire next to a garage. There were two medical runs for the month of April.
- c. COVID-19: the department has not had a call on a positive screening patient and continues to wear proper PPE on all medical runs. Assistant Chief, Dickens has done a great job keeping up on all the equipment. We are working together to stay compliant with the CDC and Med Control.
- d. Motion by Shaw to move the start date for Fire Chief Greg Brierly to coincide with Barr's retirement date of May 6, 2020, supported by Nichol. Roll Call: Shaw, Nichol, Almose, Shoemaker, Shearer all yeas. Lavender has stepped down from the Captains position. He is presently preparing to move to Colorado. Brierley has given Lavender the Lieutenant title as he is especially important in the command structure and will assist in preparing other volunteer firefighters to take on the role of a fire officer. The Lieutenant's position is unpaid, and Lavender agrees with this. Motion by Nichol to approve the appointment of Barr to the Captain's position beginning May 6, 2020, supported by Shaw. Roll Call: Nichol, Shaw, Almose, Shoemaker, Shearer all yeas.
- e. Training for the month of April included: Response guidelines for COVID-19, truck checks, ICS and drivers training.
- f. On 5/5/2020 Chief Brierley sat in on the FEMA grant meeting. It was highly informative and was dealing with COVID-19 grants only. If we meet the criteria (amount of dollars spent on COVID-19) we can apply. At this time, we do not meet the minimum, but we will continue to monitor our spending and apply if we are able.
- g. The full report is available in the Clerk's office.

4. Planning Board Report – Shaw – No Meeting

- a. Township board to discuss DNR procedures for PA 72 of 2020 (Temporary Local Watercraft Control).
- b. Murray (Greg/Beth) of Starvation Lake expressed significant concerns over trees in the lake dying. The DNR and Township board are not taking any action. Want a moratorium of no wake-all day and not allow those who do not respect the lake. Southwell (Dave) expressed concern over Big and Little Twin lakes. Water is over the road causing Little Twin to rise. What can be done? Citizens expressed their concerns and the board offered the following: 1. Of the all-sport lakes, Blue is not experiencing the high levels, Big Twin is in both Coldsprings and Blue Lake Townships. PA 72 of 2020 states if jurisdiction is comprised of more than one, all parties must agree to a need for TLWC and submit applications to the DNR. It has been stated to our Supervisor, Coldsprings will not be submitting application for TLWC, therefore, Blue Lake Township will not be able to apply. However, Starvation Lake is experiencing high water levels and is wholly within our township. The process for making application is lengthy and will take time. This restriction is for up to 6 months temporary regulation for the use of vessels. Whether or not we use the term ordinance or resolution; an ordinance nor resolution will not waive our need to have a public meeting of which the majority of residents must be in

agreement a TLWC is necessary/wanted/warranted for their lake. There are twenty issues that must be completely addressed in the application and notwithstanding the need to comply with the full course the DNR has outlined. Blue Lake Township board is assigning the task to the Planning Board to appeal to the residents of Blue Lake and specifically Starvation Lake for their assistance in accomplishing the ardent task of applying for the TLWC. The Clerk will upload a copy of the procedures for PA 72 of 2020 Temporary Local Watercraft Control on its website. The Planning Board will post a Zoom meeting on the website to begin this process.

5. Zoning Board of Appeals – No Meeting

6. Hospital Report – Nichol

- a. A short meeting was held for KMHC. The hospital is moving toward opening more services in very near future as the Governors' executive orders allow. The staff has been phenomenal in their response, dedication, and willingness to be fluid as is necessary in this time of COVID-19. Credentialing has been set aside until next month. The CEO has policies and procedures in place to temporarily extend existing credentials until a vote on each individual is taken at our next meeting.

7. Road Committee Report – Shoemaker – No Meeting

XIII. New Business

1. Set Budget Workshop Meeting – Via Zoom. May 19, 2020 at 10:00 am.
2. Lawn Maintenance Bids to be requested and advertised in the paper.
3. Salary resolution 2020-2021 will be moved to the 5/19/20 special meeting.
4. File Server. Motion by Nichol to purchase a file server from Dell with support from Anavon at a cost of \$5,000, supported by Shearer. Roll call: Nichol, Shearer, Almose, Shaw, Shoemaker all yeas.

XIV. Board Member Comments and Input

1. Newsletter Articles. 1. Add lake and land values 2. Treasurer will submit changes to her area in the newsletter.
2. Office Safety Procedures during COVID-19. Moved to the special meeting May 19, 2020.

XV. Old Business

XVI. Adjournment – Next meeting June 3, 2020

1. Motion to adjourn at 9:17 pm by Shoemaker supported by Shaw. Roll Call: Shoemaker, Shaw, Almose, Shearer and Nichol, all yeas.

Blue Lake Township

Transaction Detail Report

May 2020

Type	Date	Num	Name	Split	Amount
General Journal	05/01/2020	197	Chemical Bank	101-101-960 Bank Svc Chg	-80.00
Check	05/05/2020	2694	DTE Energy	101-265-920 Public Utilities	-113.37
Check	05/12/2020	2700	Anavon Technology Group	101-265-850 Telephone	-79.99
Check	05/12/2020	2701	BS & A Software	-SPLIT-	-5,100.00
Check	05/12/2020	2702	Kalkaska County Sheriff's Office	101-301-818 Contract	-1,071.80
Check	05/12/2020	2704	Young, Graham, Elsenheimer & Wendling, PC	101-101-802 Professional Svc	-100.00
Check	05/12/2020	2705	KCI	101-257-730 Postage	-491.31
Check	05/18/2020	2706	4 Front Credit Union	101-253-730 Postage	-893.80
Paycheck	05/19/2020	2708	Almose, Christine M	-SPLIT-	-1,058.15
Paycheck	05/19/2020	2709	Campbell, Kathy A	-SPLIT-	-715.89
Paycheck	05/19/2020	2710	Grimm, David B	-SPLIT-	-1,357.08
Paycheck	05/19/2020	2711	Gruley, Janet M	-SPLIT-	-360.76
Paycheck	05/19/2020	2712	Higgins, Gloria H	-SPLIT-	-367.77
Paycheck	05/19/2020	2713	Nichol, Teresa A	-SPLIT-	-1,173.67
Paycheck	05/19/2020	2714	Shaw, Mary A	-SPLIT-	-264.44
Paycheck	05/19/2020	2715	Shearer, Blair B	-SPLIT-	-1,038.08
Paycheck	05/19/2020	2716	Shoemaker, Lawrence E	-SPLIT-	-243.04
Check	05/19/2020	2717	Patti Pollock	101-265-818 Contract	-150.00
Check	05/19/2020	2718	Great Lakes Energy	-SPLIT-	-261.26
Paycheck	05/19/2020	2719	Foerster, Jenna M	-SPLIT-	-105.72
Check	05/26/2020	2729	Kathy Campbell	101-722-860 Mileage	-70.15
Check	05/26/2020	2810	West Shore Publications, LLC	-SPLIT-	-81.50
					-15,177.78
Check	05/05/2020	2692	CSI	206-336-930 Truck Repairs	-410.00
Check	05/05/2020	2693	Dinges Fire Company	206-336-741 Medical Supplies	-68.97
Check	05/05/2020	2695	Fick & Sons, Inc	206-336-742 Truck Supplies	-91.01
Check	05/05/2020	2696	Ivkovich, Ron K	-SPLIT-	-254.48
Check	05/05/2020	2697	New Century Signs, LLC	206-336-742 Truck Supplies	-95.00
Check	05/05/2020	2698	Brierley, Phillip G	206-336-727 Supplies	-178.99
Check	05/12/2020	2703	Verizon Wireless	206-336-920 Utilities	-42.91
Check	05/18/2020	2707	4Front Credit Union	206-336-741 Medical Supplies	-1,979.69
Paycheck	05/19/2020	2720	Barr, Robert A	-SPLIT-	-98.55
Paycheck	05/19/2020	2721	Brierley, Phillip G	-SPLIT-	-2,214.38
Paycheck	05/19/2020	2722	Dickens, Randall D	-SPLIT-	-722.69
Paycheck	05/19/2020	2723	Shoemaker, Lawrence E	-SPLIT-	-129.62
Check	05/19/2020	2724	Safety First	-SPLIT-	-77.00
Check	05/19/2020	2725	Engineered Protection Systems, Inc.	206-336-818 Contracts	-508.92
Check	05/19/2020	2726	Grand Traverse Mobile Communications	206-336-851 Radio/Pager Repair	-861.30
Check	05/26/2020	2727	AT & T	206-336-850 Telephone	-75.10
Check	05/26/2020	2728	Great Lakes Energy	206-336-920 Utilities	-129.28
					-7,937.89
Check	05/05/2020	2691	Crawford County Avalanche	226-000-900 Publications	-193.59
Check	05/12/2020	2699	American Waste	226-000-818 Contracts	-6,800.00
					-6,993.59
May 2020 Total Expenditures					-30,109.26

**General Fund
Balance Sheet
As of May 31, 2020**

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
101-000-001 General Checking	264,609.78
101-000-003 G/F CD 1	26,706.46
101-000-004 G/F CD 2	26,706.46
101-000-005 G/F CD 3	26,708.94
101-000-006 G/F CD 4	26,708.94
Total Checking/Savings	371,440.58
Total Current Assets	371,440.58
TOTAL ASSETS	371,440.58
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	1,443.00
Total Other Current Liabilities	1,443.00
Total Current Liabilities	1,443.00
Total Liabilities	1,443.00
Equity	
101-000-390 Fund Balance	273,090.00
Retained Earnings	47,881.18
Net Income	49,026.40
Total Equity	369,997.58
TOTAL LIABILITIES & EQUITY	371,440.58

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06/03/20

Accrual Basis

Highway Improvement Fund
Balance Sheet
As of May 31, 2020

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
203-000-001 Highway Improvement	178,352.42
203-000-002 CD 1	102,534.72
203-000-003 CD 2	40,990.36
203-000-004 CD 3	40,990.36
Total Checking/Savings	<u>362,867.86</u>
Total Current Assets	<u>362,867.86</u>
TOTAL ASSETS	<u>362,867.86</u>
LIABILITIES & EQUITY	
Equity	
203-000-390 Fund Balance	124,131.00
Retained Earnings	143,697.32
Net Income	95,039.54
Total Equity	<u>362,867.86</u>
TOTAL LIABILITIES & EQUITY	<u>362,867.86</u>

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06/03/20

Accrual Basis

Fire Department Balance Sheet As of May 31, 2020

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
206-336-001 Fire Fund Checking	139,580.88
206-336-002 F/F CD 1	26,708.94
206-336-003 F/F CD 2	26,708.94
206-336-004 F/F CD 3	26,487.12
206-336-005 F/F CD 4	26,487.05
Total Checking/Savings	245,972.93
Total Current Assets	245,972.93
TOTAL ASSETS	245,972.93
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	526.28
Total Other Current Liabilities	526.28
Total Current Liabilities	526.28
Total Liabilities	526.28
Equity	
206-336-390 Fund Balance	262,538.00
Retained Earnings	-2,416.48
Net Income	-14,674.87
Total Equity	245,446.65
TOTAL LIABILITIES & EQUITY	245,972.93

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06/03/20

Accrual Basis

Trash Fund
Balance Sheet
As of May 31, 2020

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
226-000-001 Trash Fund Checking	71,420.65
Total Checking/Savings	<u>71,420.65</u>
Total Current Assets	<u>71,420.65</u>
TOTAL ASSETS	<u><u>71,420.65</u></u>
LIABILITIES & EQUITY	
Equity	
226-000-390 Fund Balance	68,456.00
Retained Earnings	-3,014.95
Net Income	5,979.60
Total Equity	<u>71,420.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>71,420.65</u></u>

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06/03/20

Accrual Basis

Township Improvement Fund
Balance Sheet
As of May 31, 2020

	<u>May 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
246-000-001 Township Imp Chkng	88,685.90
246-000-002 Twp CD 1	26,708.94
246-000-003 Twp CD 2	26,708.94
246-000-004 Twp CD 3	35,822.90
246-000-005 Twp CD 4	35,866.56
Total Checking/Savings	<u>213,793.24</u>
Total Current Assets	<u>213,793.24</u>
TOTAL ASSETS	<u>213,793.24</u>
LIABILITIES & EQUITY	
Equity	
246-000-390 Fund Balance	198,736.00
Retained Earnings	-315.32
Net Income	15,372.56
Total Equity	<u>213,793.24</u>
TOTAL LIABILITIES & EQUITY	<u>213,793.24</u>