

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571
MONDAY OCTOBER 14, 2019, 7:00 P.M.**

Supervisor Hoffman called the meeting to order at 7:00 p.m. Pledge of Allegiance was said by all. Board members present at roll call were Supervisor Hoffman, Clerk Collins, Treasurer Smith, Trustee Schaller, and Trustee Cervone. Four members of the public were present. Kalkaska County Sheriff Deputy Ben Hawkins.

Adoption of the Agenda: A Motion by Cervone to adopt the agenda as presented Supported by Smith. All in favor. Motion Carried.

Establish any conflict of interest of items that are on the agenda:

None were presented.

Approval of Minutes from the September 9, 2019 Regular Board Meeting minutes: Motion by Smith to approve the Regular Board Meeting minutes as presented. Supported by Schaller. All in favor. Motion Carried.

Correspondence was reviewed:

Clerk Collins stated that she had received the monthly crimes report for August and reported that we had 22 incidents in the month of August, and a total for the year of 172. The clerk also received the crimes report for September with a total of 18 incidents for the month and a total of 190. Both reports are on file in the clerks' office. The clerk also stated that she had received a letter from an attorney David Byrne that is representing the estate of Mark Johnson our past assessor that if we need anything more from Mark Johnson that we should contact his office.

Assessor's report:

Here is a brief synopsis of items under way in the assessor's office:

1. DTE Michigan Tax Tribunal still active and pending
2. Hennrick MTT appeal has been stipulated and disposed
3. Working on land values and ECF's for the creation of the 2020 assessments
4. Plan to work on a township-wide PRE audit within the next couple of weeks.
5. Two more land division/combinations are being processed
6. Have begun a small amount of 20% field review
7. Have begun working on new construction. Very few of the 2018 permits have been site inspected so there is a little bit of back-tracking going on. My site inspections typically take place on Fridays and Saturdays (9am-5pm).
8. Looking forward to working with the computer vendor to populate the office computer with data on a periodic basis

Nothing particularly noteworthy at this time other than the above. I am processing paperwork in typical fashion and staying up to date on the daily influx of items. It's been nice getting to know the township and its residents.

Please feel free to reach out if you have questions.

Thank you,

Sally Akerley, MAAO
810 Cottageview Drive # 301
Traverse City, MI 49684

231.499.7682

Committee Reports:

(A) Planning & Maintenance-Trustee Schaller reported that the new posts have all been installed in Sands Park. If anyone wants the old posts please take them, they are by the little shed at Sands Park. A handicapped sign and parking space marking has been completed by the boat launch. Trustee Schaller requested to have our parking lot remarked.

Supervisor Hoffman stated to add it to next year's budget requests. The swim buoys have now been removed for the season. The dock will be removed by the end of October. The tree removal has been completed at Sands Park and grass seed spread. Next year we will address the replacement of some of the trees and applying for some local grants.

(B) Fireboard –Supervisor Hoffman presented the minutes for the October 2, 2019

Fire Board Meeting and it showed that there were 9 Fire runs and 10 Rescue runs for the month of September. Frederic ALS had 32 calls, 7 transported to Kalkaska, 4 to Munson, 1 to Grayling, 0 inter-facility transfers, 11 Cancelled, 9 Refusal. A complete copy of the minutes are on file in the clerks' office.

(C) Road Commissioners Meeting – Trustee Cervone stated that she attended the Road Commission meeting. Trustee Cervone's report follows:

Road Commission Update 10/14/19

Just an update to the Tower RD culvert. Matt's Construction should begin working on that soon. Not sure with the weather when that will be or if it has begun. As of last Wednesday, it had not been started. I did notice the culvert is on location.

As a follow-up to last meeting in which I stated I discussed with John Rogers the complaint from one of our constituents regarding Shore DR. NE. John suggested contacting an Engineering firm to have a quantifiable \$ amount as to what the cost of this road repair would be. John did check with an Engineering firm by the name of Prein&Newhof. I have emailed all Township Board members the email from Prein&Newhof. For Road Borings, Preliminary Pavement Design and Scoping Estimate the cost would be \$1,900.

At the Road Commission meeting on October 9th the Board recommended the Road Commission would pay for \$950 of that engineering cost. I would like to recommend the Township pay the other \$950 of this \$1,900 engineering cost for the following reasons:

1. Having a quantifiable \$ amount will assist the Road Commission and the Township with understanding the complexity of the project.
2. Assist the Township with making a prudent decision that would best suit our Township.
3. Offer possible other solutions to the individuals living on the road. i.e. special assessment

Participating in this Engineering study does not mean the Township has agreed to go forward with any road repair on Shore DR NE.

Also, in the October 9th Road Commission meeting the Commission is working towards a Transportation Asset Management Plan which would assist them with assessing the roads in the county and develop a plan of action for maintenance and repair.

(C-1)A **Motion** by Cervone to have the township split the cost with the Road Commission for a road study of Shore Dr. NE our portion not to exceed \$950.00. **Supported** by Collins. Roll call vote Hoffman, yes, Schaller, yes, Smith, yes, Collins, yes, Cervone, yes. All in favor.

Motion carried. Supervisor Hoffman also wanted the record to reflect that this vote does not mean that the township has agreed to go forward with any road repair on Shore Dr. NE

this is just a study.

(D)Sheriff Department – Officer Brian Peacock has left the Kalkaska Sheriff department and our new Township liaison is Deputy Ben Hawkins please contact the Township with any ordinance violations and officer Hawkins will be notified. Or call 231-258-3319 Ext. 2413 to leave a message for Officer Ben Hawkins. Officer Peacocks last report stated that he handled 3 Civil complaints, 0 Township Ordinance, 0 Property checks, 8 Misdemeanors, and 0 Felony for the month of September. A copy of Officer Peacocks report is on file in the Clerks' office.

(E)County Commissioner– Leigh Ngirarsaolnot in attendance. Attached is her report: I am so sorry for the late notice on the meeting but I will not be able to make it tonight.

Update:

Kaliseum steering committee has had their first meeting. They will be meeting at the kaliseum the first and third at 630. If anyone would like to join please let me know so I can double check that they haven't changed the times.

Septic: We voted at the last meeting to get out of the septic ordinance. Manistee still has to accept the change. If they do, there will be no county wide POS ordinance. It will be up to the townships to enact one. Please let me know if you have any questions and I will do what I can to help.

Budget meetings start next week. Please let me know if there is anything you need.

Again sorry I couldn't make the meeting today. I will be at the next meeting.

Leigh

(F)Hospital Board – Supervisor Hoffman stated everything is going good at the hospital and the new Medical Pavilion has officially opened. The next Community Sharps Disposal day will be on December 3, 2019 from 1:30-3:30 p.m. The talking points are on file in the clerks' office.

Treasurers Report:

Treasurer Smith presented the monthly reconciliation report for the month ending September 30, 2019. The report showed that there was \$432,479.85 in the various Bank accounts, \$0 in the Forest Area Federal CU account was closed, \$10,735.86 in the Building Fund at Chemical Bank, and \$43,495.26 in the Tax account at Chemical Bank and \$200.00 in the Cash on hand Fund. A **Motion** by Collins to accept the Treasurer's report as presented **Supported** by Cervone.

PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda): 7:26 None heard.

Old Business:

(A) Look over bids for snowplowing for the 2019-2020 season- Only one bid was received for the Township Hall plowing for the 2019-2020 season. The bid came from TWS who submitted a 2 year snowplowing bid. The bid was to remain the same as last year at \$3,500.00 with no increase for the 2019-2020 season and the 2020-2021 season the bid includes the plowing of the Township Hall parking lot, shoveling sidewalks, porch & handicapped ramp. Also included was plowing of two public accesses on Manistee Lake. A **Motion** by Schaller to accept the 2 year snowplowing bid from TWS at a cost of \$3,500.00 for the 2019-2020 and 2020-2021 season. Supported by Smith. All in favor. Motion Carried.

New Business:

(A) Look over budget and make necessary adjustments- Clerk Collins presented the Township Board with the current budget. Collins stated that we needed to amend 3 income accounts. A **Motion** by Smith to have the clerk amend the three income accounts. **Supported** by Cervone. All in Favor. Motion Carried.

(B) Approve clerk to put ad in paper for annual cemetery cleanup- A **Motion** by Hoffman to approve the clerk putting an ad in the local paper for the annual cemetery clean-up. **Supported** by Smith. All in favor. Motion Carried.

(C) Discuss changing the meeting date or place for the March 2020 Board Meeting- Clerk Collins stated that the monthly meeting for the township conflicted with the Presidential Primary and suggested we either change the date of the meeting or move the venue location. **Motion** by Supervisor Hoffman to change the meeting venue location and he would check with the Fire Chief and see if we could use the Fire barn for our meeting which will also be the budget meeting and Township Board meeting. This will be posted at the township hall. **Supported** by Cervone. All in favor. Motion Carried.

Approval of Bills:

Bills were reviewed. The total of the bills to be paid is \$36,088.42. A **Motion** by Smith to approve paying the bills as presented. **Supported** by Schaller. Roll Call vote Hoffman, yes,

Smith, yes, Collins, yes, Schaller, yes, Cervone, yes. Motion Carried.

Public Comment: Started at –7:35–A resident wanted to know if the Township was going to do anything about the Air B&B rentals around Manistee Lake. Supervisor Hoffman stated we fall under Kalkaska County guidelines. The same resident had a complaint about Area Waste and Supervisor Hoffman said he will look into it. Another question came up about driveway culverts and why if the Road Commission puts in ditches why don't they require culverts under driveways. Trustee Cervone stated that a road study is done to determine if culverts are necessary. Trustee Cervone stated she will ask the Road Commission what the criteria for culverts under driveways is.

Adjournment:

Motion to adjourn at 7:41 p.m. by Smith. **Supported** by Collins. All in Favor.

Cheryl Collins
Coldsprings Township Clerk