

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571
MONDAY FEBRUARY 10, 2020, 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. Seven members of the public were present. Kalkaska County Sheriff Deputy Ben Hawkins.

Adoption of the Agenda: Supervisor Hoffman wanted to remove item C from the agenda. A **Motion** by Schaller to adopt the agenda as amended. **Supported** by Collins. 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 January 13, 2020 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 a letter from the Kalkaska Public Transit Authority stating that The New Senior Ride for Free has started. This service is a free service to all residents age 60 and older. This service is only available for rides into Kalkaska. If you need any further information please call KPTA at 231-258-6808 or the COA at 231-258-5030. The clerk received a mailing from the Secretary Of State asking all Townships to remind our residents that as of October 1, 2020 every person will need a Real ID to board any planes. Check out the Michigan.gov/RealID site for further information. The Kalkaska Sheriff's office incidents report stated that there were 33 incidents in the month of January 2020. The clerk stated that she received the monthly report from the road commission and it is on file in the clerk's office.

Assessor's report:

Memorandum

February 1, 2020

To: Coldsprings Township Board
From: Sally Akerley, MAAO
810 Cottageview Dr, Suite 301, Traverse City, MI 49684
231.499.7682

sallyannakerley@yahoo.com

Subject: Assessor Report

The annual assessment change notices will be mailed shortly. The sales study period utilized to generate the upcoming 2020 assessments is 4/1/17 through 3/31/19. The inflation rate multiplier (IRM) for the 2020

assessment year is 1.9%. Under Michigan's property tax structure (Proposal A), the annual taxable value will rise (or fall) by the IRM or 5%, *whichever is LESS*.

REMINDER:

March Board of Review will meet as follows:

Organizational: Tue Mar 3rd: 1:00 pm

Public Appeal Day 1: Wednesday Mar 11th: 9am-3pm (the assessor will NOT be at this meeting)

Public Appeal Day 2: Thursday Mar 12th: 3pm-9pm (the assessor WILL be at this meeting)

All meetings will take place at the township hall

IMPORTANT NOTE:

Non-residents may protest their assessments to the board of review in writing. However, statute does not allow local resident taxpayers to do so unless the Township has authorized such by resolution. I have not yet seen a copy of such a resolution. If Coldsprings Township does not have such a resolution, I would recommend passing one. I have included a sample resolution for your review.

ON THE TOPIC OF RESOLUTIONS:

According to statute, townships are to levy interest and penalties when purchasers of property fail to timely submit a property transfer affidavit. I am not aware of any township that currently pursues this, largely due to the sizeable amount of administrative effort necessary to collect very little in revenue.

This was part of the recent AMAR reviews (Audit of Minimum Assessing Requirements). The Township may have already adopted this resolution. If you have not, I am recommending the township board adopt the attached resolution so that the township may come into compliance with the General Property Tax Act.

Attached is a sample of the resolution adopted by most of Michigan's Townships as a result of the last AMAR reviews.

Finally, I have been in close communication with Tony Groves, of the MLIB, working to ensure that the list of parcels involving the Manistee Lake Improvement Special Assessment District (SAD) are accurate. Some parcels were missing from the list and some research still remains as to which parcels have deeded lake access. I will continue to report on this.

As always, feel free to contact me if you have any questions or concerns.

Sally

Update on Assessor Evaluation

Trustee Schaller and Trustee Cervone met with Sally Akerley to go over her review. Our Township is pleased with the work she has completed over the past six months

She stated that her upcoming focus will be updating the tax maps and expects this process to be lengthy. She also plans to have the database and records updated so the Township will be prepared for the upcoming AMAR reviews.

She also stated she would like to have an additional filing cabinet for the Assessor's office. It can be a letter filing cabinet and does not have to be fire safe.

Committee Reports:

(A) Planning & Maintenance-Trustee Schaller reported that he is looking into purchasing 15 trees to be planted in the spring at Sands Park. This is a start to the replacement of the trees that we lost due to the Oak wilt disease. Then next year we hope to replace more trees. If anyone wants to donate a tree in remembrance of a loved one please contact our Trustee Lowell Schaller.

(B) Fireboard –Supervisor Hoffman presented the minutes for the February 5, 2020 Fire Board Meeting and it showed that there were 3 Fire runs and 14 Rescue runs for the month of January. Frederic ALS had 32 calls, 14 transported to Kalkaska, 9 to Munson, 1 to Grayling, 0 inter-facility transfers, 0 Cancelled, 8 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 02/10/2020

The results of the Prein&Newhoff Engineering study have been received and disbursed amongst the Township Board. In that packet you will notice the work estimate states, "Note that without a significant grade raise which would affect properties, driveways, etc, the saturated subbase will continue to exist which does reduce the life of the pavement."

On January 22, 2020, Ray and I met with J. Rogers to discuss the proposed Township Road maintenance for 2020. We have requested a report from the County Road Commission on the health of our roads in the Township. That is still pending.

The Road Commission has received verbal approval for the work on Co. Rd 612 between Crawford Lake to Co. Rd 571. This work will be completed in 2021 and will be a 90/10 split on part of the road and 80/20 on the rest, meaning that the county will only have either a 10% or 20% match to complete this road.

TOWNSHIP ROAD REPORT

Did you know that our Kalkaska County Road Commission maintains approximately 851 miles of primary and local roads? Of which, Coldsprings Township has roughly 21 miles of primary roads and 44 miles of local roads. To assist with maintaining these roads, a new millage of 1 mill went before the residents of Coldsprings and passed in August 2016.

We are one of five townships in Kalkaska County that have local millages for roads within their township.

With this millage, the Township was able to repair the following roads:

- N. Twin Lake Rd. (wedge & cap) – Township funds
- Rita Lane & Woodland Dr. (widening, ditching, 23A road gravel) – combination of Township and County Road funds

The proposed road improvement for 2020 is a 2.5-mile span of Covert RD between Cunningham and Twin Lake RD.

This Township millage is up for renewal and will be on the August 2020 ballot. With the passing of this renewal the Township will continue to work with the Kalkaska County Road Commission and the residents of Coldsprings Township to determine future projects.

KALKASKA COUNTY ROAD COMMISSION

The Kalkaska County Road Commission completed the following improvements in our Township during 2019:

- Replacement of the Tower RD culvert
- Minor ditching on Priest RD

Scheduled for 2020 is the chip seal of Twin Lake RD between Priest RD and Co. RD 571.

(Ca)Trustee Cervone presented the results from the engineering study that was done on Shore Rd. After a brief discussion we decided to have Trustee Cervone send the findings to the residents of Shore Rd. There is really no way to repair this road that will fix all the issues. We could put a band-aid on it at a cost of approximately \$182,600.00, but this would not last more than 5 to 10 years at the most. It was decided that this project is not the best use of the Townships road millage at this time.

(D)Sheriff Department – OurTownship 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 Hawkins report stated that he handled 9 Civil complaints, 0 Township Ordinance, 13 Property checks, 4 Misdemeanors, and 0 Felony for the month of January. A copy of Officer Hawkins report is on file in the Clerks' office.

(E)County Commissioner– Leigh Ngirarsaol was not in attendance, Supervisor Hoffman stated that the County may possibly be looking at putting the Kaliseum on the election ballot in November 2020.

(F)Hospital Board – Supervisor Hoffman stated everything is going good at the hospital and the new Medical Pavilion is doing well. The next Community Sharps Disposal day will be on March 2, 2020 from 10:00 am-12:00pm At the Hospital Main entrance.

Treasurers Report:

No Treasurer's report this month due to the busy tax season.

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

Old Business: None

New Business:

(A)Look over and discuss 2020-2021 Preliminary Budget-Clerk Collins gave each board

member a copy of the preliminary budget to look over before next months budget

meeting.

(B) Approve Budget Amendments to the 2019-2020 Budget-Clerk Collins presented four

income adjustments that needed to be made. After a brief discussion a **Motion** by Cervone to have the Clerk make the necessary adjustments to the budget. **Supported** by Schaller. All in favor. Motion Carried.

(C) Removed

(D) Review and approve the Tobin & Company (Auditor) Agreement-A **Motion** by Hoffman to approve the Tobin & Company Agreement. **Supported** by Smith. All

in

favor. Motion Carried.

(E) Review and Approve Resolution #2-5-Clerk Collins presented resolution #2 the Township Renewal for Fire Equipment, #3 the Township Renewal for Fire and Rescue,

Road

#4 the Township Renewal for Garbage Pick-up, and #5 the Township Renewal of Construction Millage. After a brief discussion. A **Motion** by Cervone to approve Resolutions #2-5 and approve the ballot language for the August 4 Election.

Supported

by Smith. Roll Call Vote Hoffman, yes, Schaller, yes, Smith, yes, Collins, yes, Cervone, yes. All in favor. Motion Carried.

(F) Review and Approve Resolution #6 & #7-Clerk Collins presented Resolution #6 Allowing Local Residents to Protest in Writing and Resolution #7 Resolution for waiver

of Penalty and Interest for untimely filed property Transfer Affidavits. After a brief discussion a **Motion** by Smith to approve both Resolution #6 & #7. **Supported** by Schaller. Roll call vote Hoffman, yes, Smith, yes, Cervone, yes, Collins, yes, Schaller,

yes. All in favor. Motion Carried.

Coldsprings Township, Kankaska County Resolution #6 Allow Local Residents to Protest in Writing

In order to ease the burden on taxpayers, the assessor and the Board of Review and to ensure that all taxpayers have the equal opportunity to be heard by the Board of Review, the Township of Coldsprings of Kankaska County hereby resolves, according to the provisions of MCL 211.30(8) of the General Property Tax Act, that the Board of Review shall receive letters of protest from resident taxpayers from the first Tuesday in March until it adjourns from the public hearings for which it meets to hear such protests.

All notices of assessment changes and all advertisements of March Board of Review meetings are to include a statement that the resident taxpayer may protest by letter to the board.

Coldsprings Township, Kalkaska County
Resolution # 7
Resolution for Waiver of Penalty and Interest for Untimely Filed Property Transfer Affidavits

WHEREAS, Under Public Act 206 of 1893, the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under subsection (1) (c) or (d) of MCL 211.27b.

NOW, THEREFORE, BE IT HEREBY RESOLVED that pursuant to PA 206 of 1893, the Township of Coldsprings, Kalkaska County authorizes the Supervisor or their designee to waive the collection of penalty and interest for untimely filed property transfer affidavits.

(G)Schedule Budget Meeting, Options either March 2, 3 or 5 at 6:00p.m.-After a brief discussion a **Motion** by Hoffman to Schedule the 2020-2021 Budget meeting for March 2, 2020 at 6pm. **Supported** by Cervone. All in favor. Motion Carried.

Approval of Bills:

Bills were reviewed. The total of the bills to be paid is \$87,329.03 including the Charter bill that has not been received yet. A **Motion** by Smith to approve paying the bills as presented.

Supported by Schaller. All in favor. Motion Carried.

Public Comment: Started at –7:53–A resident wanted to know if the garbage men could put the lids back on the containers. Clerk Collins stated that she would ask Area Waste if that could be done.

Adjournment:

Motion to adjourn at 8:00 p.m. by Smith. **Supported** by Cervone. All in Favor.

Cheryl Collins
Coldsprings Township Clerk