TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF TOWNSHIP BOARD MEETING

NOVEMBER 13, 2018

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Petersen, Cook and Windiate

Absent: None

Audience: +/- 9

1. **REPEATING AGENDA:**
2. Meeting convened at 7:00 PM followed by the pledge to the flag.
3. Minutes: **Motion** by Cook to approve Minutes of Regular Meeting October 16, 2018 with corrections was seconded and passed 5-0. In item A. 5 line 3, replace “but nothing has been done to maintain it” with “with upgrades in 2002”. Add “He also said nothing has been done since.” In item FF, first line, add to each property owner “on Michigan Trail”. **Motion** to approve Minutes from Special Assessment District Hearing with spelling corrections was approved. **Motion** to approve Minuets of Special Meeting October 18, 2018 with addition was seconded and approved 5-0. In item 4, last sentence, add “and his salary will be $1300 per month”. **Motion** by Petersen to approve Minutes of Closed Session October 18, 2018 as prepared was seconded and passed 5-0.
4. Correspondence, etc. Windiate commented on an email received from Foster Swift offering model ordinances for municipalities who wish to prohibit, limit, or regulate Marijuana establishments. Should we ask our Planning Commission to begin work on this?
5. Agenda Content:  **Motion** by Martel to approve with two additions was seconded and passed 5-0. Add item 10. Resolution for House Bill 396 and item 11. Welcome letter.
6. Citizen Commentary: David Heeres, District 1 County Commissioner introduced himself to the Board and audience and thanked everyone for their support in the November 6, 2018 election. Heeres represents all of Banks Township and the northern half of Torch Lake Township.
7. **CONSENT AGENDA:** Clerk report was pulled for discussion.  **Motion** by Martel to accept the remainder of reports was seconded and passed 5-0. Schultz questioned the expenditure for Chris Ahart to attend training in Detroit when others are closer? It was explained to be a timing issue having to do with his expiring certification and this date was the best solution to the problem. The **Motion** by Cook to accept the Clerk Report was seconded and passed 5-0.
8. **SPECIAL REPORTS AGENDA:** Petersen reported the Planning Commission meeting was very brief. The discussion of Agritourism continued and it was decided to send a letter to owners with property in the Agricultural Zone to invite them to a meeting to get their feedback on Agritourism.
9. **BOARD DISCUSSION/ACTION:**
10. EMS Director: Dave Cutway introduced himself to the Board and audience as the new EMS Director. He spoke of his background and also of the work ahead as the department moves toward ALS service. Wages for paramedics and EMTS was mentioned, as well as the cost of a new ambulance. Dave’s cell phone is 586.531.1635 if anyone needs to contact him.
11. ALS Hourly wage: The **Motion** by Petersen to raise the wage of EMT-P from $13.50 to $15.00 was seconded and passed 5-0, effective November 11, 2018.
12. Eden Shores #2/ Michigan Trail SAD issues: Martel’s comment is that we are not ready to give our blessing yet.
13. Controlled Substances Purchases: The question came up about whether it is appropriate for EMS and Fire personnel to purchase alcohol, etc. while in uniform. This will also apply to marihuana, now that it is legalized. There was conversation but no formal action taken by the Board at this time.
14. Zoning Ordinance-Board Usage-Deb Graber: The Zoning Ordinance has been totally updated, with a notebook for each Board member and commissioner with their name on the binding. The notebooks will be stored in the Zoning Administrators office on a rolling cart and will be updated as needed.
15. Assistant to Clerk-Bob Cook: Mr. Cook believes the Clerk needs some assistance to catch up on office filing and would like to recommend we hire a clerical person who could help the clerk, but also help other staff when needed. The **Motion** by Cook is to authorize Torch Lake Township Clerk to hire a temporary resource for 8 hours per week to assist the clerk with the back log of filing. This individual would be made available for other township leaders to utilize these services after the clerk’s work is completed. The clerk will be responsible for terminating the resource when their services are no longer needed. Pay not to exceed $10.50 per hour. The motion was seconded and passed 5-0. Mr. Cook would also like to recommend the hiring of a recording secretary to take minutes of township Board meetings. This would allow the Clerk to participate in meetings rather then taking notes, etc. during discussions. There are other townships that use a recording secretary for Board meetings. After discussion, the **Motion** by Cook to hire a recording secretary was seconded by Martel, but tabled for action until next Board meeting.
16. 2019-20 Snow Removal: An estimate from Drogt was received for snow removal. The proposal has the same prices as last year. The Board agreed to accept the estimate.
17. Budget Revisions: The **Motion** by Cook to approve additions to the following General Fund items was seconded and passed 5-0 roll call vote. 101.101.964.000 add $1,100.00; 101.171.715.000 add $500.00; 101.276.930.000 add $1,450.00; 101.721.727.000 add $300.00; 101.723.860.000 add $450.00. The **Motion** by Cook to approve additions to the following Fire Fund items was seconded and passed 5-0 roll call vote. 206.336.803.000 add $2,000.00; 206.336.910.000 add $225.00; 206.336.977.000 add $3,000.00. The **Motion** by Cook to approve additions to the following EMS Fund items was seconded and passed 5-0 roll call vote. 210.651.803.000 add $2,250.00; 210.651.850.000 add $600.00.
18. Review of 2019 Board Meetings: One typo was corrected, changing November 12th to the 19th. The schedule will be approved at the January 15, 2019 meeting.
19. House Bill 396: Pros and cons of Senate Bill 396 were discussed. Because the Board felt more information was needed, Resolution 2018-18 dies for lack of **Motion.**
20. Welcome Letter: A welcome letter has been created by the Zoning Administrator, listing information about the Township. The Board was asked to look it over, add, delete or correct items and return to ZA.
21. **FUTURE MEETINGS AND HEARINGS:**
22. Board Meeting Tuesday December 18th @ 7:00 PM
23. Planning Commission Tuesday December 11th @ 7:00 PM (Note: May be cancelled).
24. **CITIZEN COMMENTARY:**  Deb Comber addressed the Board stating that they would like to do an outdoor event at their ice cream shop July 4th, similar to that requested by The Bird. That event was denied. Petersen’s comment was that we need to set up some guidelines, as outdoor events are becoming more popular.
25. **BOARD COMMENT:** Cook asked how many responses had the Treasurer received for the newsletter. She still needs clerk and supervisor; Windiate commented on November 6th election, with 74% turnout in Torch Lake Township; Schultz reminded residents that dog licenses are available now through the end of February. With no further business the meeting was adjourned at 9:30 PM.

These Minutes are respectfully submitted and are subject to approval at the next regularly scheduled Board meeting.

Kathy S. Windiate

Township Clerk