TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED MINUTES OF TOWNSHIP BOARD MEETING 5-0 AS PREPARED

JUNE 18, 2019

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Petersen, Cook and Windiate

Absent: Schultz

Recording Secretary: Absent

Audience: 7

1. **REPEATING AGENDA**
2. Meeting was called to order at 7:00 PM followed by the pledge to the flag.
3. Minutes:  **Motion** by Petersen to approve the Minutes of May 21, 2019 with one spelling correction was seconded and passed 4-0. Change spelling of FOYA to FOIA in all places. **Motion** by Petersen to approve the Minutes of Special Board Meeting May 30, 2019 with one correction was seconded and passed 4-0. In Item 9. last sentence, remove “prove It” replace with “review”. **Motion** by Petersen to approve Minutes of Special Board Meeting June 11, 2019 as prepared was seconded and passed 4-0.
4. Correspondence, etc.: Email read into record from John & Pegi Jenkins in favor of short-term rentals, asking that the Ordinance remain; Email read into record from Eric Schelhaas asking the Board to consider a seasonal pass for non-residents for the Day Park boat launch; Annual Report from the Planning Commission has been received;
5. Agenda Content: **Motion** by Petersen to approve with additions was seconded and passed 4-0. Add two reports to Consent Agenda, Day Park Report and TAA Meeting. Add two items for Board Discussion. Add 1. A Templin Agreement and 2. A Short-Term Rentals.
6. Citizen Comment: None
7. **CONSENT AGENDA:** All items accepted.
8. **SPECIAL REPORTS AGENDA:**  Petersen reported on Planning Commission activity. A Special Use application was granted to 31 Scoops for outdoor activities in Village Business zone; Mr. John Green will be building a structure next to Brownwood on US 31; the PC voted to end the moratorium on Short-Term rentals and to leave it alone as is in the Zoning Ordinance. By doing so, they could evaluate each property individually, which would allow the PC more control.
9. **BOARD DISCUSSION/POSSIBLE ACTION:**
10. **A. Templin Agreement:** Martel gave summary of the situation and details of today’s activities. Mr. Templin has agreed to the terms of the Township, which includes removing the wall by October 2021; he has until October 2023 to see all debris is removed and gone; there is a pocket agreement that allows the Township to go on the property and remove wall and/or debris if not done by Mr. Templin by above dates and he would have to pay. Templin does plan to re-build the structure and is asking for assurance that that will be agreeable. He did get an Army Corps permit to stabilize the shoreline with rocks and will still need a Soil and Erosion permit for the rock work. The **Motion** by Martel to accept the settlement as summarized above

**B. Fire Chief Position:** The Fire Chief has turned in his formal notice of resignation, effective November 1, 2019. He will continue to be on the department as fire fighter. Cook and Petersen will report to the Board next month with a process for hiring, including a new job description.

**2. A. Short-Term Rentals:** **Motion** by Cook, that with the recent actions of the Planning Commission, the moratorium on short term rentals established by the Torch Lake Township Board would be revoked. Seconded and passed 4-0.

 **B. Special Uses-Zoning:** No changes were made as the Board felt there were enough checks and balances

In place to ensure that the health safety and welfare of the zoning district was protected.

**3. Rental Policy-Meeting Room/Conference Rooms:** One minor addition to the Policy under Kinds of Rentals, #3. Add 3 b. “there are special circumstances in which the literal interpretation of rentals described in #2 above may be considered.” After brief discussion, the **Motion** by Cook to accept the addition was seconded and passed 4-0.

**4.** **Cleaning Agreement:** Discussion of the CSB cleaning contract amount, as the EMS department is doing their own cleaning in the back area of the building. Mr. Wooden’s suggestion was $1000 per month instead of the current $1050. Mr. Martel suggests we accept that proposal for the rest of this fiscal year, at which time we can put the contract out for bids. Petersen suggests we ask if Mr. Wooden would be interested in a 3-year contract. Nor formal action taken at this time.

**5.** **Special Board Meeting for FOIA consideration:** Martel is suggesting a meeting to discuss the current FOIA policy, procedures etc. No date was set at this time, but Martel will try to schedule it before the next Board meeting.

**6.** **Sexual Harassment Policies:** It is suggested we add language to the Township handbook regarding “hostile work environment” and to seek formal training with a professional to help create a policy. No formal action taken at this time.

**F.** **CITIZEN COMMENT:** Deb Graber asked about the status of the office wall. Was there a date to build? She also commented that the basketball court at the Day Park has been resurfaced but needs to still be stripped; at the Nature Preserver, Zack Gosnell from Antrim Conservation District to repair the stairs at the preserves; we also need to order signs for the preserve.

**G. BOARD COMMENTS:** Petersen asked about progress of paving on N. East Torch Lake Drive; the sandbox at the Day Park needs some sand. With no further business the meeting was adjourned at 8:45.

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

**Kathy S. Windiate**

**Township Clerk**