Torch Lake Township

Antrim County, Michigan

APPROVED MINUTES TOWNSHIP BOARD MEETING AS PREPARED 5-0

AUGUST 20, 2019

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

PRESENT: Martel, Petersen, Schultz, Windiate

ABSENT: Cook

AUDIENCE: 7

REPEATING AGENDA

Meeting was called to order at 7:01 pm followed by the Pledge of Allegiance.

Minutes: **Motion** by Petersen to approve the Minutes of July 16, 2019 as prepared; seconded and passed 4-0. **Motion** by Petersen to approve the Minutes of Special Board Meeting July 23, 2019 as prepared; seconded and passed 4-0. **Motion** by Petersen to approve the Special Board Meeting August 7, 2019 with addition of the word “cost” added to Paragraph 1, line 1 and Paragraph 5- Revised (Cost) Proposal; seconded and passed 4-0.

Correspondence and Announcements: Michelle Merrifield is here as recording secretary and is working as a contract employee.

Agenda Content: **Motion** by Petersen to accept recommendation by Martel to change Agenda; seconded and passed 4-0. Remove D3. Add D. 3A Ambulance Revised Fee Schedule and add D. 3B Ambulance New Hire.

Citizen Commentary: Question from Martel to Chris Thompson regarding managing credentials. Thompson assured that they keep up with all credentialing and licensing as required.

CONSENT AGENDA: Approved items 1, 2, 3, and 6 by consent, pulled item 4 for discussion and item 5 was not present. Discussion on 4, Ambulance Report, Included: A. Treat – No Transport with recommendation by Chris Thompson to enact a fee after three calls/year. B. $30K in revenue will be coming in for past billings. C. Stryker lift was previously negotiated and is on hold. Will look at after budget projections are reviewed. D. Should be ALS by the end of September. After discussion **Motion** by Petersen to approve all reports; seconded and passed 4-0.

SPECIAL REPORTS AGENDA: Petersen reported that a subcommittee (advisory board) of two has been formed to collect data regarding shooting ranges and will report back at the September Planning Commission Meeting.

BOARD DISCUSSION/ACTION:

Day Park Advisory Committee Appointees: Martel presented his recommendations. **Motion** by Petersen to accept; seconded and passed 4-0.

Metro Act Right of Way Extension: This Act brings in roughly $2K annually for the road fund**. Motion** by Petersen to renew; seconded and passed 4-0.

a. Ambulance Revised Fee Schedule: Revised to align with current standards. **Motion** by Schultz to approve new fee schedule; seconded and passed 4-0.

b. Ambulance New Hire: **Motion** by Schultz to approve the Ambulance Director’s

recommendation to hire Rick Bassett as a full-time paramedic was seconded by

Petersen and passed 4-0, following standard background checks, etc.

Nature Preserve Road Jurisdiction: **Motion** by Martel to add 1000 feet Eastward from current road end to jurisdiction on Traverse Bay Road. Final length to be recommended by the TBNP Committee with approval by Board pending authorization by Antrim County Road Commission; seconded and withdrawn.

Response to Bob Spencer letter: Mr. Martel has responded to Mr. Spencer’s letter dated August 9, 2019 regarding FOIA request and with the Boards approval it will be sent. **Motion** by Petersen to clean up typos and send; seconded and passed 4-0.

Special Meeting with Karen Kienbaum: Meeting to be held August 28 or 29, 2019, (TBD based on availability of Mr. Cook) to review proposal for sexual harassment and hostile work environment training for employee handbook.

FUTURE MEETINGS AND HEARINGS:

Board Meeting, Tuesday, September 17, 2019, 7:00 pm

Planning Commission, Tuesday, September 10, 2019, 7:00 pm

Zoning Board of Appeals, Wednesday, September 11, 2019, 7:00 pm

Day Park Advisory Committee, Friday, August 23, 2019

CITIZEN COMMENTARY:

Deb Graeber asks if the Treat no Transport stats could be looked at to see what revenue would have been collected in the past year if the policy was in place. Also asked for an update on the drain field as the porta potties are coming at an expense of >$1K/month. Martel noted that no update was available. As to the Nature Preserve Road Jurisdiction, she has measured various footage on Traverse Bay Road and noted that she has called the Sheriff many times. Lastly, she noted that they can always use help at the Day Park on Saturday and Sunday from 12-3 if anyone is available.

BOARD COMMENT: Martel noted that if someone needs to see Deb, they need to have their forms filled out and schedule an appointment to see her. Having controls in place will help this office. Windiate had questions regarding the employees’ portion of the pension and will look into it for further clarification. Schultz noted that she supports Chris Thompson’s recommendation to not enable multiple ambulance calls for Treat – No Transport. With no further business the meeting was adjourned at 9:05 PM.

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

Michelle Merrifield

Recording Secretary