

MINUTES

TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF TOWNSHIP REGULAR BOARD MEETING
MARCH 19, 2024
COMMUNITY SERVICES BUILDING
TORCH LAKE TOWNSHIP

Present: Cook, Schultz, Martel, Merchant and Windiate
Absent: None
Audience: 3

REPEATING AGENDA

1. Meeting was called to order at 7:00 pm followed by the pledge to the flag.
2. Minutes of February 20, 2024 Regular Board Meeting were approved with corrections 5-0. In item A.5 correct the spelling of Deana Jarvis to Jerdee. In item D. 1 correct the spelling of Molly Townsley. In Item I. fill in the time of adjournment to 8:25 pm. Minutes of March 12, 2024 Budget Hearing were approved as prepared 5-0. Minutes of Special Meeting of March 15, 2024 were approved as prepared.
3. Correspondence, etc. Letter from Antrim County Economic Development Corp was highlighted. Recognition for two of our EMS employees, Ted Schroeder and Shanna Branding, on 102.9 FM.
4. Agenda Content was approved by **Motion** from Cook and seconded, passed 5-0.
5. Citizen Comment: Both Jaris Rubingh and Sheriff Hock sent apologies for being absent.

B. CONSENT AGENDA

All Departmental reports were approved by consent.

C. SPECIAL REPORTS AGENDA

1. Merchant reported the Planning Commission will meet this Monday, the 25th. There are two Special Use Permits about proposed storage units. One in Eastport and one in Torch Lake Village.
2. FOIA update: Two were received. Both were denied.
3. Financial Overview available on the website.

D. AGENDA FOR BOARD ACTION

Old Business: None

New Business:

1. **Motions** related to Budget Resolutions for the Salaries of Elected Officials. All Resolutions approved 5-0.
 - a. Supervisor R 2024-01 \$34,000
 - b. Clerk R 2024-02 \$31,000
 - c. Treasurer R 2024-03 \$34,000
 - d. Trustees R 2024-04 \$6,000
2. **Motion** related to 2024-2025 Pay Schedule. Approved 5-0
3. **Motions** related to Fiscal Year 2024-2025 Budget
Motion to approve all tax levy and non-tax levy budgets Approved 5-0 as follows:
 - a. General Fund of 1 MILL, with 1 MILL Operational Budget
 - b. Road Fund with tax levy of 1 MILL Operational Budget
 - c. Ambulance Fund Special Assessment Budget with a tax levy of 2.25 MILL, split 1.85 MILL Operational Budget and .4 MILL Capital Budget
 - d. Fire Fund Special Assessment Budget with a tax levy of 1.75 MILL, split 1.00MILL for Operational Expenses and .85 MILL for Capital Budget
 - e. Liquor Fund Budget as prepared
 - f. TBNP Fund Budget as prepared
 - g. Cemetery Fund Budget as prepared

4. **Motion** to approve the purchase of a new Ambulance from Emergency Vehicles Plus for \$355,223 with expected delivery July 2025 approved 5-0 roll call vote.
5. **Motion** to approve the purchase of a new Fire Tanker from T-Line Emergency Vehicles for \$281,496 with expected delivery sometime between April-September 2026 per the presented contract passed 5-0 roll call vote.
6. **Motion** to approve the revised Ambulance bill rates effective April 1, 2024 passed 5-0 roll call vote.
7. **Motion** to approve Farrier Surveying INC. Contract for an estimated \$18,000 to survey the Township's 18 Road Ends and not to exceed \$20,000 without Supervisor Approval as presented passed 5-0 roll call vote.
8. **Motion** to approve Day Park Cleaning Contract with MS. Eniko Stone for an estimated total not to exceed \$15,000 without Supervisor approval as presented passed 5-0 roll call vote.

E. AGENDA FOR BOARD DISCUSSION

1. Discussion related to Annual Meeting. Time to look into putting a referendum on the August ballot to discontinue the Annual Meeting.
2. Discussion related to Election Procedures. TLT will look into consolidating elections with Banks Township, and perhaps Central Lake Township as well.
3. Discussion related to 407 Property for Kayak Launching. The site works well as an emergency exit from the Lake during dangerous conditions, but it does not work well as a launch site, with the lack of parking being the biggest issue.

F. AGENDA ITEM FOR INFORMATIONAL PURPOSE ONLY. NONE AT THIS TIME.

G. CITIZEN COMMENT: NONE AT THIS TIME.

H. BOARD COMMENT: Schultz requested a date for Special Meeting for Budget amendments. March 26th at 4:00 pm was chosen. Merchant asked about two new Planning Commission members sitting in on Monday's meeting.

I. ADJOURNMENT: With no further business the meeting was adjourned at 8:25 pm.

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

TORCH LAKE TOWNSHIP
ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF SPECIAL BOARD MEETING
MARCH 26, 2024
COMMUNITY SERVICES BUILDING
TORCH LAKE TOWNSHIP

Present: Cook, Schultz, Martel, Merchant and Windiate
Absent: None
Audience: None

THE PURPOSE OF THIS SPECIAL MEETING IS TO ADDRESS AGENDA ITEMS ONLY. OTHER ISSUES THAT WOULD NORMALLY COME BEFORE A REGULAR MEETING OF THE BOARD WILL ONLY BE DISCUSSED IF THE FULL BOARD IS PRESENT AND THERE IS A NEED FOR URGENCY.

1. Meeting was called to order at 4:09 pm
2. Public Comment: There was none.
3. Resolution 2024-07: To place abolishing the Torch Lake Township Annual Meeting on the ballot for the next regular or general election. **Motion** by Cook to approve Resolution 2024-07 was seconded and passed roll call vote 5-0.
4. Motions related to Budget Amendment Resolutions:
Motion by Cook to approve Resolution 2024-08, which transfers \$25,800 to General Fund and represents a reallocation of budget funds from Fund Balance to cover expenditures within this budget year, was seconded and passed 5-0 roll call vote.
Motion by Cook to approve Resolution 2024-09, which transfers \$6,200 from Fire Fund Balance to cover current expenditures within this budget year, was seconded and passed 5-0 roll call vote.
Motion by Cook to approve Resolution 2024-10, which transfers \$37,600 from the Ambulance Fund Balance to cover current expenditures within this budget year, was seconded and passed 5-0 roll call vote.
5. Public Comment: None
6. Board Comment: None
7. Motion to adjourn at 4:26 seconded and approved 5-0.

These Minutes are respectfully submitted and are subject to approval at the next regularly scheduled Board Meeting.
Kathy S. Windiate
Township Clerk