TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED MINUTES OF TOWNSHIP BOARD MEETING 4-0 AS AMENDED

JANUARY 17, 2017

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Schoenherr, Petersen and Windiate

Absent: None

Audience: 12

1. REPEATING AGENDA
2. Meeting convened at 7:00 PM followed by the pledge to the flag.
3. Minutes of December 20, 2016: **Motion** by Schultz to approve as prepared was seconded and passed 5-0.
4. Correspondence, etc: Planning Commission 2017 Meeting Schedule was presented.
5. Agenda Content: **Motion** by Schoenherr to approve with additions was seconded and passed 5-0. Add items D. 12, Goossen appointment to PC; D. 13 Rescind DTE December Motion; D. 14 Day Park Overview; D. 15 Special Meeting dates for Budget.
6. Citizen Commentary: Sheriff Bean presented both the December 2016 and the Annual 2016 911 Reports. The Department is still looking for volunteers to train for the Victim Services Unit. If interested contact the Sheriff Department. The laws regarding Medical Marijuana have changed.. Michigan Law would supersede our own township ordinances. Enforcement is one of the issues. Be aware of phone scams regarding taxes.

B. CONSENT AGENDA: **Motion** by Schultz to approve was seconded and passed 5-0.

1. SPECIAL REPORTS AGENDA: The PC has forwarded to the Board for approval Version 3, an Ordinance to Amend the Zoning Ordinance Chapter XXIII Section 23.01 Definitions-Yard. Martel has written suggested language for the definition of “yard” dated January 17, 2017. The **Motion** by Schoenherr to approve Martel’s version of Ordinance 2017-01 to amend Chapter XXIII Section 23.01 Definitions was seconded by Petersen and passed 5-0 roll call vote. The Ordinance becomes effective 8 days after publication in the newspaper.
2. AGENDA FOR DISCUSSION/ACTION:
3. Revised Health Dept Sanitary Code- Scott Kendzierski, Northwest Michigan Community Health Agency: Mr. Kendzierski presented the new pamphlet of codes which takes effect January 30, 2017 and is a compilation of Emmet, Charlevoix, Otsego and Antrim County codes. The goal had been to update and merge the codes into one document, which has now been approved by the Counties involved and the Michigan Department of NW Michigan.
4. Antrim County Septic System Study-Grenetta Thommassey, Tip of the Mitt Watershed Council: Ms Thommassey reviewed the 2016 Antrim County Project Report with the Board, stating that the problem being most on-site septic systems in the state are never inspected again, once installed. She encourages the Township to begin the discussion and look at various policy options to address this issue. Milton Township has an ordinance requiring inspection at the transfer of property (see Milton Township website). She also requested the public and township officials complete the on-line survey regarding this issue at watershedcouncil.org (approx ½ down the page).
5. Antrim County Natural Hazards Mitigation Plan-Leslie Meyers, Antrim County Emergency Operations Director: Ms Meyers presented information about the law that requires this plan be in place. It allows for federal funding in the event of a disaster or emergency. The Township needs to approve a resolution. The **Motion** by Martel to approve Resolution 2017-06 to adopt the Antrim County Hazard Mitigation Plan as the official plan of Torch Lake Township was seconded by Petersen and passed 5-0 roll call vote. Ms Meyers also invited Township officials, EMS, Fire, Planning and Park employees to attend training at the County on either March 13th or 14th discussing township responsibilities in the event of a disaster. Also, a workshop April 24th or 25th about an active shooter in the workplace.
6. Meeting Notice Policy: After previous discussion and revision the **Motion** by Schoenherr to approve Meeting Notice Policy dated 01/12/2017 was seconded and passed 5-0.
7. Change in OHWM Zoning Ordinance: (See Item C. above) This amendment sets the Ordinary High Water Mark at 580.5 feet above mean sea level on Lake Michigan.
8. Resolution to change the starting date of the Board of Review: **Motion** by Schultz to approve Resolution 2017-01, which changes the BOR starting date to Wednesday, March 15, 2017 was seconded by Schoenherr and passed 5-0 roll call vote.
9. 2017 Regular Board Meeting Schedule:  **Motion** by Windiate to approve the Schedule with 2 corrections was seconded and passed 5-0. Change the Annual Meeting to March 18, 2017 and change the April 18th meeting to April 20th.
10. Appointment of Bill Petersen as Board representative to the Planning Commission: The **Motion** by Martel to appoint Mr. Petersen to the PC for a two year term was seconded and passed 5-0.
11. Salary Resolutions: **Motion** by Windiate to approve Resolution 2017-02 which sets the 2017-18 salary for Supervisor at $23,000 was seconded by Petersen and passed 5-0 roll call vote. The **Motion** by Martel to approve Resolution 2017-03 which sets the 2017-18 salary for Clerk at $23,000 was seconded by Petersen and passed 5-0 roll call vote. **Motion** by Martel to approve Resolution 2017-04 which sets the 2017-18 salary for the Treasurer at $24,570 was seconded and passed 5-0 roll call vote.  **Motion** by Schultz to approve Resolution 2017-05 which sets the 2017-18 salary for Trustee to $4,600 was seconded by Martel and passed 5-0 roll call vote.
12. Matrix of Hall rental costs and stipulations: Schoenherr has done research into surrounding townships and others around the state to gather information about rental policies for township halls including rules, fees, etc. and shared her findings with the Board.
13. Collection or attorney fees: Discussion of options for the township to re-coop some attorney fees. Suggestions included increasing our fines and/or fees. No formal action was taken at this time.
14. Appointment of Chuck Goossen to Planning Commission: **Motion** by Windiate to appoint Mr. Goossen to fulfill a vacancy on the Commission for a 1 year term until October 2018 was seconded and passed 5-0.
15. Rescind DTE December Motion: **Motion** by Schultz to rescind December 20, 2016 DTE motion which should not have included the South Fire Station, and correct the fees from $600 to $300 was seconded and passed 5-0.
16. Day Park Overview: The trailer parking lot work has begun and will be completed this spring. A mediation date of April 19th has been set regarding the ordinance violation at the Day Park.
17. Budget Workshop Dates: February 13, 23 and March 6, 9, 13 and 16 have been set as budget work sessions, starting at 6:00 PM at the township hall offices.
18. Citizen Comment: None
19. Board Comment: 1. The Board has a meeting January 18th with Burt Thompson, EMS, Fire and State Police regarding parking on Public Dock Road. 2. A Township business has inquired about having a street light installed at the entrance to the business. What is the process we need to go through? With no further business the meeting was adjourned at 10.32 PM.

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