TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED MINUTES OF TOWNSHIP BOARD MEETING 5-0 WITH CHANGES

APRIL 20, 2017

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Petersen, Schoenherr and Windiate

Absent: None

Audience: +/- 30

1. REPEATING AGENDA
2. Meeting convened at 7:00 PM followed by the pledge to the flag.
3. Minutes of March 21, 2017: **Motion** by Schoenherr to approve as prepared was seconded and passed 5-0.
4. Correspondence, etc. Three emails were received by the clerk regarding tonight’s Public Hearing from Wes Cowell, Heather Smith and Bruce Laidlaw. Clerk announced that Sharon Schultz has been elected to serve on the Michigan Township Association as District 6 Director for a four year term. Congratulations Sharon!
5. Agenda Content: **Motion** by Windiate to approve with one addition was seconded and passed 5-0. Add item F 1. Public Comment. Change Board Comment to F 2.
6. Citizen Commentary: None
7. CONSENT AGENDA

**Motion** by Petersen to approve was seconded and passed 5-0.

1. LAIDLAW PUBLIC HEARING: Because the Notice had a mistake printed for the date, 2016 instead of 2017, tonight will be an information- gathering session, including any public comment requested. The meeting will be Noticed for the May 16, 2017 Board Meeting and will be heard at that time. Mr. Laidlaw submitted his proposed amendment language for the Board to consider before taking action on this amendment to the zoning ordinance section 2.16, 19.02B and 23.01. Perhaps the Board could invite Army Corps of Engineers, DEQ, Watershed Council, etc. to a meeting in May to discuss this issue. Marcia & Ross Graham, Bob Spencer, Bruce Bigelow, Jerry Klinefelter, Lee Scott, and Sue Calu had comments tonight which will be carried over to the May 16th meeting.
2. SPECIAL REPORTS: Petersen reported the Planning Commission has begun work on the Master Plan. Also, if anyone has anything they would like to discuss with the Commission, bring your comments to the Joint Meeting on May 9th.
3. BOARD DISCUSSION/POSSIBLE ACTION:
4. EMS Director Job Description: A draft document was presented for review. Additional information needed as well as material that can be removed or condensed was discussed. No formal action was taken at this time.
5. EMS Director Salary: . After discussion, the **Motion** by Martel to change the Director Salary for 2017-18 to $43,600 and increase the Medical Insurance line by $3,652 for a total of $11,852 was seconded and passed 5-0. These changes are retroactive April 1, 2017.
6. EMS letter of agreement: A draft document created by the Director was reviewed, which basically asks a new recruit to stay with the township for at least one year, upon completion of township-paid training. A finalized copy will be presented for action next month.
7. Meeting Room Rental Policy: A draft policy was reviewed by the Board, but still needs additions/suggestions before action.
8. Minutes of March 6, 2017: The Minutes left out the second and vote for the Motion made in item 2A. The **Motion** tonight by Petersen is to confirm the Motion by Martel that the Ordinance will remain the same while the Board reviews future changes to boat size and length and assesses the ramp strength. All launches will meet the Ordinance requirements and pay the requested fee. The **Motion** is seconded and passed 5-0.
9. Zoning Administrator Proposal: A Draft Zoning Admin Job Description was reviewed by the Board but no action was taken. An updated version will be provided at next month’s meeting.

F 1. Citizen Commentary: There was none.

F 2. Board Commentary: Schoenherr asked about vacation time for the EMS Director. Those types of issues will be covered by his contract; Schultz mentioned the Petoskey Stone Festival which will be May 27th at Barnes Park; She will also begin putting together information for the newsletter to be included in the next tax bill. Windiate mentioned the MTA conference and the number of vendors that specialize in township business. Perhaps we should ask for proposals from some of the attorneys, insurance agents, etc. With no further business the meeting was adjourned at 10:40 PM.

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

Kathy S. Windiate

Township Clerk