TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED MINUTES OF TOWNSHIP BOARD MEETING WITH CHANGES 5-0

JULY 18, 2017

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Schultz, Petersen, Schoenherr and Windiate

Absent: Martel

Others Present: Deputy Supervisor Spencer

1. **REPEATING AGENDA:**
2. Election of Meeting Moderator: **Motion** by Schoenherr to select Petersen as meeting moderator was seconded and passed 4-0.
3. Call to Order: Meeting convened at 7:00 PM followed by the pledge to the flag.
4. Minutes:  **Motion** by Windiate to approve the Minutes of June 20, 2017 as prepared was seconded and passed 4-0. **Motion** by Schoenherr to approve the Minutes of June 26, 2017 as prepared was seconded and passed 4-0.
5. Correspondence, etc.: Three correspondence were received from Terry Wilson, Central Lake District Library Board, Andrea Romeyn and Bob Spencer. Copies are in the Board packet. Representing Torch Lake Township, Schultz reported attending the Antrim County Road Commission meeting.
6. Agenda Content: **Motion** by Schultz to approve the Agenda Content with Item E. 6 removed was seconded and passed 4-0.
7. Citizen Commentary: Sheriff Bean gave his June 911 report and gave copies of the 2016 Annual Report. Regarding fireworks, there is not a lot of enforcement the sheriff can do. Fireworks are allowed until 1:00 AM most days, and with no time limit on days before, after and during a National Holiday. Also shared were statistics about Torch Fest 2017.
8. **PUBLIC HEARING: RECEIVING COMMENTS ON BOARD PROPOSAL “P”**
9. **Motion** by Windiate to open the Public Hearing at 7:29 PM was seconded and passed 4-0. During the Hearing comments were received from Janet Killian 4741 E. Torch Lake Drive, who has concerns about fences in front set-back areas, unless there is a safety concern. The height of fences should also be addressed. She is also concerned about limiting 1 set of stairs per parcel, feeling that could be too limiting based on the size of the parcel.
10. **Motion** by Schultz to close the Public Hearing at 7:32 was seconded and passed 4-0.
11. **Discussion:** The issue of fences is on the Planning Commission Agenda next month.
12. **CONSENT AGENDA: Motion** by Schultz to approve, minus the EMS Report, was seconded and passed 4-0. Schultz had questions about the number of Lift Assists and concerns about wording for future hiring advertisements. Lastly, she wants the Board to be aware, that revenues from Accumed EMS billings are not being received. Efforts to fix run transmissions still on-going.. **Motion** by Schultz to approve the EMS Report was seconded and passed 4-0.
13. **SPECIAL REPORTS AGENA:**
14. Planning Commission Report from Petersen the PC has begun work on fences, definitions, etc. and are looking at other township ordinances to see what they like. The Commission did support the Board’s recommendation to do nothing regarding the changes in the Medical Marijuana law and have scheduled a Public Hearing about the subject at the August 8th Commission meeting.
15. Pub Opinion Survey: Grobbel has requested any changes, suggestions, etc. for the survey be submitted to him by Friday, July 21st.
16. Master Planning Process: Grobbel has suggested dates of Wednesday, August 23rd from 6:00 to 7:30 PM and Saturday, September 9th from 9:00 to 10:30 AM for informational meetings at the CSB regarding the Master Planning Process.
17. **BOARD DISCUSSION/ACTION:**
18. Planning Commission Report: Report was read into the record, which stated the Commission’s support of Proposal P, which was approved at the June 20th Board meeting.
19. Public Hearing Commentary: Schoenherr is hopeful the PC can define fences. Also, they are struggling with how to define walkways for all parcels. She feels the need to have a variance for some of these projects is ok. In response to MS Killian, Windiate hoped that the knowledge the Planning Commission is working on her very concerns will help.
20. Reaffirming Proposal P by Board: Two corrections were made to document P. In item B 3, second line, change “reasonable” to “reasonably”. Under Section 5, change “eight (8) days” to “seven (7) days”. Having received the Planning Commission’s July 12, 2017 Report pursuant to Zoning Ordinance Section 21.01, E (4) regarding the zoning ordinance amendments proposed by the Board in Proposal “P” in response to the Planning Commission’s Version 12 proposals; and, having reviewed and discussed this report’s contents, the **Motion** by Windiate that the Board rescinds it’s June 26, 2017 action to hold in abeyance it’s zoning ordinance amendments contained in Proposal “P” was seconded by Schoenherr and passed 4-0 roll call vote; and having reviewed public input and findings of fact from tonight’s Public Hearing regarding the content of Proposal “P”, I further **move** that the Board reaffirms its June 20, 2017 vote approving it’s zoning ordinance text amendments to the Planning Commission’s Version 12 proposal contained in the Board’s Proposal “P” (with two corrections). **Motion** was seconded by Petersen and passed 4-0 roll call vote and will become effective July 28, 2017.
21. Asphalt Proposals: It is suggested the Board wait until August to take action on the two bids received, to allow time for the bidders to submit updated proposals.
22. I.T. Right “remote access” proposal: Action taken on proposal from our technology provider that would allow two licenses to use equipment off-site. One would be the Township Assessor and the other the EMS Director. **Motion** by Schultz to accept the bid from I.T. Right, Quote ITRQ 8051 for $898.00 was seconded and passed 4-0.
23. Removed from Agenda.
24. Accumulated Paid Time Off of EMS Director: **Motion** by Petersen to approve the Draft Letter of Agreement language, dated July 18, 2017, with the revised addition of 16 hours per month and 48 hours allowed to be carried over, retroactive to April 1st 2017-18 fiscal year and Budget Amendment prepared by Treasurer. Motion was seconded by Windiate and passed 4-0 roll call vote.
25. Public Survey Content: Have comments to Grobbel by July 21, 2017.
26. PUBLIC COMMENTARY: None.
27. BOARD COMMENTARY: 1. Schultz email received from Providence Farm asking permission to graze on Township property. Martel will do further review. No formal action taken. 2. Citizen on 3rd Street is concerned about traffic sign on 31 for Day Park and Nature Preserve covered by branches. 3. Schoenherr had comment about Zoning Administrator Job Description and Contract, which she worked on with Vey and Spencer. She feels a response to Vey’s concerns would be appropriate. Work continues, as Spencer began the project and Martel will take it over when he returns later this week.
28. With no further business, the meeting adjourned at 10:00 PM.

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

Kathy S. Windiate

Township Clerk