**TORCH LAKE TOWNSHIP**

**BOARD MEETING**

**Regular Meeting FINAL Minutes APPROVED AS PRESENTED AT DECEMBER 20, 2022 BOARD MEETING.**

**PASSED 4-0.**

**Tuesday, November 15, 2022 at 7:00 pm**

**Community Services Building**

**Members Present:** Bob Cook (Chair), Kathy Windiate, Sharon Schultz, Alan Martel

**Members Absent:** J. Merchant

**Others:**  None

**Recording Secretary:** Veronica Beitner (remote)

**Audience:** 3

**A. REPEATING AGENDA**

1. Call to Order at 7:00 pm by Chair B. Cook followed by the Pledge of Allegiance by all.

2. Approval of minutes of Special Board Meeting on October 14, 2022: (M/S) B. Cook/K. Windiate motion to approve minutes as presented. Passed 4-0. October 18, 2022 Regular Board Meeting: (M/S) B. Cook/S. Schultz motion to approve the minutes with changes. Passed 4-0. New Business #2 add the following sentence after 1.75 mills “Effective, starting with the 2023 tax year” #5 add the following sentence after 2.25 mills “Effective, starting with the 2023 tax year”.

3. Correspondence and announcement: Clerk K. Windiate provided a TLT Torch Lake Township election result sheet that was made available to the public. Refer to the website for details.

4. Approval of Agenda Content: (M/S) B. Cook/S. Schultz motion to be accepted as presented. Passed 4-0.

5. Citizen Comment: J. Rubingh, County Commissioner noted J. Hunter, the Parks Director resigned with candidates to begin interviewing this week. Interviews for County Administrator continue November 28th with specifics available on the County website. New Airport Administrator/Director hired. County meeting held with many TLT residents in attendance regarding Handicap parking at the Nature Preserve. Chair Cook requests J. Rubingh to report at next meeting updates to parking and reflection of Emergency crew use.

**B. CONSENT AGENDA**

Consent Agenda approved by Consent

**C. SPECIAL REPORTS AGENDA**

1. Planning Commission – Chair Cook watched the meeting and reports that the PC did meet with discussion on Zoning Ordinance rewrite that the Steering Committee worked on for over a year. Discussion to continue at December meeting.

2. FOIA Update – Clerk Windiate reports that all FOIA’s were completed. With the Elections completed, there have been 2 FOIA’s reported. Provided details and comments that these requests are not legitimate requests. A. Martel asks if the Township scanned documents are available to the public at this time. Response of not at this time with all items not restricted will be available.

3. Financial Overview – Update provided by Supervisor Cook with any questions to be directed to the Clerk’s office or himself. Specific details can be found on the website or viewed on the recorded streamed meeting.

**D. AGENDA FOR BOARD ACTION:**

*Old Business – None*

*New Business*

1. Resolution 2022-14 Approving purpose of the ARPA Funds towards the Township’s Fire Truck Tanker. (M/S) Sharon Schultz/B. Cook makes the motion to Declare Adopted. Roll Call Vote: B. Cook – yes, S. Schultz – yes, K. Windiate – yes, A. Martel – yes, J. Merchant – absent. Approved 4-0. Full language of Resolution can be found on website of the Board Packet.

2. (M/S) S. Schultz/B. Cook Motion to Accept the bid from Drogt Snow Plowing Agreement for the Community Services Complex and South Station for November 2022 through April 30, 2023. Passed 4-0.

3. B. Cook provided background information from Leslie Myers regarding the Agreement to enter into a mutual agreement to be a part of the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) for Ambulance and Fire Services. There are 30 days to withdraw. Additional details provided by Fire Chief Lane. Discussion ensued.

#3A MI-MABAS Ambulance Services. (M/S) B. Cook/S. Schultz Motion to Approve the Resolution 2022-15 related to the Torch Lake Township Ambulance Department Services to be part of the Agreement of the Michigan Mutual Aid Box Alarm System Association for Ambulance Services. Passed 4-0.

#3B MI-MABAS Fire Services. (M/S) B. Cook/S. Schultz Motion to Approve the Resolution 2022-16 related to the Torch Lake Township Fire Department Services to be part of the Agreement of the Michigan Mutual Aid Box Alarm System Association for Fire Services. Passed 4-0.

4 Decree Fire Prevention Week – (M/S) S. Schultz/B. Cook make a Decree that the Week of October 9-15, 2022 as Fire Prevention Week having the theme of “Fire Won’t Wait. Plan Your Escape” be acknowledged at this November of 2022 Board Meeting. Passed 4-0. The Township Board and staff along with the entire community want to thank the Fire Department for their dedication and service. Additional thanks from Board members for the Fire Department for all their hard work during the recent storms.

5 (M/S) S. Schultz/B. Cook Motion to approve the Elk Rapids Public School agreement with Torch Lake Township for collection of 2023 Summer Property Taxes, in conjunction with Northwest Education Services (formerly TBA-ISD).

Vote: A. Martel – yes, J. Merchant – absent, S. Schultz – yes, K. Windiate – yes, B. Cook – yes. Passed 4-0.

6. (M/S) B. Cook/A. Martel Motion to approve the Installation of a street light at the corner of Bay Colony Rd. and US31. Passed 4-0 with J. Merchant being absent.

**E. AGENDA FOR BOARD DISCUSSION:**

1. Compensation Committee Report – Supervisor Cook provided details to report submitted. Thanks members Peg Asmus, Denise Walker and David Nussdorfer for their professional report and time volunteered to complete interviews and research. Discussion ensued with highlight that spoke to uniqueness of Torch Lake Township in that we have Fire and Ambulance services. Overall, Board is grateful and pleased with the details of report.

**F. AGENDA ITEM FOR INFORMATIONAL PURPOSE ONLY:** Supervisor Cook read report and referenced corresponding written document located on the website for public review.

**G. CITIZEN COMMENT:** None

**H. BOARD COMMENT:** S. Schultz wishes everyone a blessed and safe Thanksgiving holiday. B. Cook announced completion of Capital Program work under the direction/oversight of Bill Petersen. Thanks him for all his efforts and reviewed last open project at the Nature Preserve. Effective November 30, 2022 the position of Deputy Supervisor role has been closed.

**I. ADJOURNMENT: (**M/S) B. Cook/S. Schultz motion to adjourn at 8:21 pm

**J. FUTURE MEETING AND HEARINGS:**

1. Zoning Board of Appeals – Wednesday, November 16, 2022 at 6:00 pm

2. Planning Commission – December 13, 2022 at 7:00 pm

3. Regular Board Meeting – December 20, 2022 at 7:00 pm

4. Zoning Board of Appeals – Wednesday, December 21, 2022 at 7:00 pm

Minutes Respectfully Submitted by Veronica Beitner and Subject to Approval at the next meeting.