

Bear Creek Township Board Meeting July 7, 2021

- I. Called to order at 7:00 p.m.
- II. **Roll Call:** Keiser, Golding, Hoffman, Radatovich
 - a. Absent: Urman
 - b. Others Present: Al Welsheimer, Mitch Brown, Dr. Labeau, Ethel Larson
- III. **Pledge of Allegiance**
- IV. **Approval of Minutes:** Minutes from one meeting: Regular meeting of June 2, 2021.

Motion by Golding to approve the minutes as presented. 2nd by Hoffman.

Passed

- V. **Request from the Floor/Discussion**
- VI. **Approval of the Agenda**
- VII. **Unfinished Business**

- a. **Roads**

Keiser shared that dust control will be completed next week. We received a petition regarding Krause Rd, which is a rural gravel road. This road has gotten much busier since North Country Trail made it a trailhead and many ATVs use it. The car traffic has also gotten worse down that road. The pasar system that we use only rates the paved roads in the township, and doesn't consider the gravel roads. We have less than 10 miles of gravel roads in the township, and Krause Rd is approximately one mile. Keiser also shared that Mindel Rd has been started this week. When that is complete, they will move on to Bellmer and Rustic Rd. Hoffman noted that the shoulders of E Mitchell still have not been graveled; Keiser will bring it up at the road commission meeting.

- b. **Library Report:** None
- c. **DPW Voucher Contract**

Keiser noted that there is no new information at this time.

- d. **Housing North- Director**

Keiser shared that the City of Petoskey, City of Harbor Springs, and Resort Township have given their support, and Housing North is currently advertising for a new housing director at this time. However, we are tied so closely to the county with zoning that we need to wait to work with the county. The county will be having a housing summit in August and we will know more then.

- VIII. **New Business**

- a. **Township Hall Use Policy**

Keiser noted that we have not allowed any outside use of the township hall since the COVID-19 pandemic began. However, we have started to get some calls asking when the hall will be available for use. We will now be cleaning the hall between each use, which will cost us \$50 per cleaning. We will make this part of the rental (\$50 cleaning fee). Radatovich talked to First Class Cleaning, and they are willing to do the cleaning, however, they suggested scheduling every other day for meetings for cleaning purposes. Keiser suggested starting this on August 1st, so that we can get in contact with First Class Cleaning.

Motion by Hoffman to adopt the updated township hall use policy, and to reopen the township hall for public use beginning on August 1, 2021. 2nd by Radatovich.

Passed

- b. **MTA Principles of Governance**

Keiser explained that every term, MTA sends "Principles of Governance" to be adopted by the township boards if they so choose.

Motion by Radatovich to adopt the MTA Principles of Governance. 2nd by Hoffman.

Passed

- c. **Liquor License Request**

Keiser noted that we received a request for a license transfer from the old location of Don's Bar and additionally an outdoor service request. If we do not act, this will still be approved, as it does not require local government approval.

- d. **Meeting Requirements**

Keiser noted that the Health Dept requirements expired as of July 1, 2021. If we want to follow the Open Meetings Act, we will not need to adopt any further policies. However, if we would like, we could also adopt a resolution that allows a board member to participate electronically in a meeting in the event of a state of emergency (local or state), military leave, or a medical emergency.

- e. **Liquor Inspector Wages**

Keiser explained that during our budget work sessions, we discussed raising the liquor inspection wages to \$3,000 annually. We budgeted the money, but never formally adjusted the wages in March.

Motion by Radatovich to increase the annual salary of the liquor inspector to \$3,000 annually, to be back-paid to start April 1, 2021. 2nd by Golding.

Passed

- IX. **Planning/Zoning Report**

Keiser noted that there were no new planning commission cases this month.

- X. **Fire Department Report- Report by Welsheimer**

Welsheimer shared that they did CEU training this month, as well as basic vehicle extrication with the new guys. They had 3 EMS and 20 fire calls this month, as well as installed 4 smoke detectors. There was a fire over the weekend that was an arson case. Someone admitted to setting fire to the building. The metal roof collapsed but nobody got hurt.

- XI. **Parks and Recreation Report**

Keiser noted that the Parks and Recreation Committee met last month. There is some beaver damage at Spring Lake Park, so we got a nuisance permit. We also received a thank you note from the trails council, thanking us for painting and hashing Spring Lake Park. The Walloon Lake Association has contacted us about doing four boat washing events this summer at Jones Landing. Keiser shared that

there appears to be a few picnic tables missing at Jones Landing. These cost us approximately \$1500 each. The recreation committee will have to look at ordering new tables.

Radatovich asked if the board would ever want to consider purchasing security cameras for the parks. There has been some vandalism in the past at Jones Landing, and now with the stealing of the tables, we may want to consider having security cameras. Keiser noted that there has been vandalism in the men's bathroom several times. Radatovich will ask Common Angle about a quote for cameras.

Keiser noted that in Spring Lake Park, the partition came down and is very wobbly and broken. We will need to get a new one. KSS quoted us \$2072.84 for a new partition and \$238.21 to remove the old one and install the new one.

Motion by Hoffman to purchase a new partition for the men's bathroom at Spring Lake Park from KSS. 2nd by Golding. **Passed**

Keiser remarked that we got the bill from All Seasons Maintenance yesterday. Jones Landing was a little over \$12,000 for the month of June. They didn't do weeding and pruning in May, so it had gotten overgrown. Kevin is going to take a look at the bill again, but we are going to be over budget on that park. It is time we start considering having a maintenance person. Jones Landing has grown exponentially.

XII. Correspondence

Keiser shared the monthly correspondence, which included: the Walloon Lake 2021 directory, a notice of the annual meeting of the Petoskey Area Community Foundation, the Little Traverse Conservancy summer edition, the monthly Wallooner, a notice from All Seasons (who now has to notify us when they use pesticide), the MML ballot for the board of trustees, a letter from Emmet County noting that the GIS aerials were supposed to be completed this spring, but it will now be moved to next year, and a letter from DECA digital. Additionally, Keiser noted that the MTA chapter meeting is Wednesday, July 21st at 6pm at Jones Landing.

XIII. Clerk's Business/Bills- Report by Radatovich

Radatovich reported bills in the amount of \$418,135.40.

i. **Motion** by Radatovich to pay the bills in the amount of \$418,135.40. 2nd by Hoffman. **Passed**

XIV. Treasurer's Report- Report by Golding

The Treasurer's Report shows a balance of \$8,224,826.02 as of 6/30/21. Tax bills were mailed out on July 1st.

XV. Building Department Report

Keiser noted that Bryan Conklin, the new building inspector, is settled into his new role. The office renovations are complete, but there was more that needed to be done than we expected. We will need to start bringing in more revenue for the building department. Hopefully, bringing in more permits will help with this. Golding noted that Emmet County charges \$60 for an administration fee, and we charge \$45. The same goes with the inspection fee. We use the same figures as Emmet County to calculate the cost based on square footage. Golding explained that Bryan has been doing a thorough job of meeting with people on the job site. Keiser agreed that the job is being done well, he just wants to make sure we can bring in enough revenue. Hoffman noted that we could potentially raise prices in the future when people realize they are getting a much better job and are getting more assistance from our new inspector. Golding noted that our income this fiscal year has increased.

Radatovich shared the needed budget amendment for the building department. The building inspector office and supplies have not been updated in 25-30 years. The cost to completely upgrade the office (new desk, paint, carpeting, etc.) as well as to buy all the updated supplies and to bring on the new inspector was \$13,529.48. This also includes funds for a computer, printer, etc. At the beginning of the fiscal year, we budgeted \$2,500 to purchase a computer, but the board did not budget for any of the other improvements. Radatovich would recommend amending the budget by \$11,000 to cover the remainder of the costs.

i. **Motion** by Radatovich to amend the building department budget for \$11,000. 2nd by Golding. **Passed**

XVI. Sewer Business/Bills

Keiser noted bills for the township sewer in the amount of \$74,220.75.

i. **Motion** by Keiser to pay the township sewer bills in the amount of \$74,220.75. 2nd by Radatovich. **Passed**

Keiser shared a sewer service permit application for Meijer for an additional 1 REU for the remodel.

i. **Motion** by Keiser to approve the additional 1 REU for Meijer. 2nd by Radatovich. **Passed**

Keiser noted that one of the upcoming planning commission cases will likely include a sewer extension. There will need to be a study done on our system. It appears that we may be able to put some of our upcoming stimulus money towards sewer infrastructure. If we help with that extension and it lowers the cost for the developer, it may help with this housing situation. We will discuss it further in the future.

XVII. Request from the Floor/Discussion: None

XVIII. Other Business: None

XIX. Public Comment: None

XX. Adjournment: 8:17p.m.

Respectfully submitted,

Emma Radatovich

Emma Radatovich, Bear Creek Township Clerk