

Lake Township

AGENDA

July 20, 2020

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7:30 P.M.

Due to the COVID-19 crisis and Gov. Whitmer's Executive Orders, the Lake Township Board's regular meeting will be held via telephone conference through GoToMeeting.

Please join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/584894813>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 584-894-813

Call to Order

Roll Call

Approval of Meeting Agenda

Approval of June 15, 2020 meeting minutes

Reports from Board Officers

- Supervisor
- Treasurer
- Clerk
- Trustees

Correspondence

- CAFPA Minutes
- Zoning Administrator's Report
- Building Inspector's Report
- EGLE Notices/Permits

Public Comments

Old Business:

- Draft Zoning Ordinance
- Transfer Station Updates
- Roads
- GotoMeeting subscription

New Business:

- July BOR date Resolution
- Preparedness & Response Plan for Reopening Township Office
- First Quarter Budget Review

Payment of Bills

Public Comments

Adjournment

Next Meeting – August 17, 2020 – 7:30 P.M.

**Reminders: Joint meeting of Planning Commission & Township Board – July 22nd @ 7:00 p.m.
(Being held at the Sleeper State Park Outdoor Center, State Park Road)**

Primary Election – August 4, 2020

**Lake Township, Huron County
Board of Trustees Meeting
4988 W. Kinde Rd., Caseville, MI.
June 15, 2020**

Due to the Governor’s Executive Order concerning the Coronavirus, the meeting was held via teleconference. Meeting was called to order at 7:30 P.M. A roll call vote was taken and those in attendance were Valerie McCallum, Dale Hartsell, James Deming, Clay Kelterborn, Nicole Collins. There were two guests.

Agenda was presented with the following additions;

An addition was made to Old Business for transfer station electrical.

There are additions to the bills payable for the month

A motion was made by Collins, seconded by Hartsell to approve the agenda with additions. All ayes, motion carried.

May Board Minutes were presented. A motion was made by Hartsell, seconded by Collins to approve the May minutes as presented. All ayes, motion carried.

Report:

Supervisor – Gypsy Moth was completed Tuesday, June 9, 2020.

Treasurer – Monthly Report submitted. Requested clerk obtain postage for tax mailings.

Clerk – None

Trustees - None

Correspondence

CAFPA Minutes

Zoning Administrators report

Building Inspector Report

DTE notice of 4% rate increase for street lighting. Will investigate LED conversion as cost saving measure. Clerk to share all information with Hume and Chandler townships.

Public Comments – None

Old Business

2020 Road Work

Cost estimates were obtained for adding stone on the following roads;

Etzler Road between Champagne and Grassmere Road

Grassmere Road from Etzler Rd to McIlharge Road

Etzler Road between State Park Road and Elkton Road

Pine Street from Oak Beach road to M25

The total cost for this road maintenance is \$118,213.50

In the subdivisions, the following roads need stone added;

Sand Road west of Quarry Rd.

Lake Road

New Sand Road

Mary Road east and west of Van Road

Trail Road east and west of Van Road

Total estimate for this road work is \$18,535.50

Total for the addition of stone to the above roads is \$136,749.

A motion was made by Kelterborn, seconded by Hartsell to approve funding for the above described road work. All ayes, motion carried.

6A Money needs to be allocated for short notice brining and general patching. It was recommended \$10,000 be approved for this purpose. A motion was made by Kelterborn, seconded by Hartsell to approve \$10,000 for 6A funding. All ayes, motion carried.

The cost of brush spraying will be the same as 2019. The road commission matches our portion. A 100 foot setback from residences is adhered to during the spraying. The areas affected will be reviewed before spraying occurs. A motion was made by Hartsell, seconded by Kelterborn to approve money to match the road commission's portion of the cost of brush spraying. All ayes, motion carried.

The Board is waiting on an estimate for crack sealing from the road Commission.

Draft Zoning Ordinance – There are approximately 12 items that need to be reviewed by the Planning Commission and the Board of Trustees. It is proposed the Board hold a joint meeting with the Planning Commission to review at the normal Planning Commission meeting. This joint meeting will be contingent upon acquiring a safe location to allow a public meeting to be held while maintaining the proper health guidelines for the Covid 19 pandemic. A motion was made by McCallum, seconded by Hartsell to hold a joint meeting with the Planning Commission on July 22, 2020 providing a site can be obtained to meet the guidelines referenced above. All ayes, motion carried.

Transfer Station Electrical – After discussion to provide cooling and heating to the small room at the transfer station, it was decided to investigate the costs of a small, dual fuel generator and the necessary peripheral supplies needed to provide a temporary means to heat and cool the room for the employee. Motion by Kelterborn, seconded by Hartsell to table the discussion until costs for the equipment can be procured. All ayes, motion carried.

New Business –

Noxious Weed Violation – A certified mail letter had been sent to address a noxious weed complaint. However, the certified mail receipt was not returned to the Township. After more complaints from neighbors, the Zoning Administrator contacted Esch Landscaping to take care of the lawn. The charge from Esch Landscaping was \$225. Our violation fee is \$50. Due to administrative errors and the failure to deliver the certified letter notifying the property owner of the violation, it was discussed waiving the \$50 fee. The property owner agreed to reimburse the township for the landscaping company costs. Motion by Hartsell, seconded by Collins to waive the violation fee. All ayes, motion carried.

Hall Reopening Plan – It is required by the state to formulate a formal written preparedness plan within two weeks of the hall reopening due to Covid 19. It was recommended Sheri Stanton be the coordinator because she is the person most often at the hall. The MTA has a sample plan that can be adapted to our situation. It is recommended the hall remain closed until such time as a plan is in place.

However, the building inspector must meet with contractors for permits. Meeting at the jobsite is preferred. If a presence at the hall is necessary to conduct certain business, an appointment must be made and all CDC recommended precautions taken to minimize risks. Only one person in addition to the building inspector would be allowed in the hall at a time. A motion was made by Hartsell, seconded by Collins to allow the building inspector to meet at the hall between 8:00 AM and 10:00 AM following the aforementioned guidelines to conduct business. All ayes, motion carried.

Gypsy Moth Spray Funding – To defray the cost of Gypsy Moth Spraying, the 2020-2021 budget was reviewed and amended as follows;

Move \$1500 from the Township Road Fund to the Gypsy Moth Fund; \$350 to be added to spraying and \$1150 to be added to the administrative costs.

A motion was made by Hartsell, seconded by Collins to make the budget amendments. All ayes, motion carried.

Payment of Bills –

Two additions were made to the monthly bills;

Sandy Pobanz Hall cleaning \$50

Hatfield Spraying Gypsy Moth Spraying \$59,310

Total monthly payables with additions - \$73,674.79

A motion was made by Hartsell, seconded by Kelterborn to pay the bills as presented with additions. All ayes, motion carried.

Public comments – None

Adjournment - A motion was made by Hartsell, seconded by Kelterborn to adjourn. All ayes, motion carried.

Meeting adjourned at 8:22 PM

Respectfully submitted

James Deming, Clerk

**Lake Township, Huron County
Board of Trustees Meeting
Special Meeting
4988 W. Kinde Rd., Caseville, MI.
June 24, 2020**

Due to the Governor's Executive Order concerning the Coronavirus, the meeting was held via teleconference. Meeting was called to order at 9:00 A.M. A roll call vote was taken and those in attendance were Valerie McCallum, Dale Hartsell, James Deming, Clay Kelterborn. Due to technical difficulties, Nicole Collins was unable to attend. There were two guests.

Transfer Station Improvements

The purchase of a generator was discussed to provide power for running an air conditioner to cool the office for the transfer station attendant. The cost with an air conditioner and peripheral equipment was estimated between \$900 to \$1000. Due to the anticipation of reduced revenue sharing and higher cost from the election, the installation of a permanent electrical service will be put on hold at this time.

Gravel was also needed for the grounds at the transfer station with an estimate of \$600 - \$700.

A motion to approve the generator, air conditioner and the gravel purchase was made by Hartsell, and seconded by Kelterborn. All in favor, motion carried.

Public comments – None

Adjournment - A motion was made by Hartsell, seconded by Kelterborn to adjourn. All ayes, motion carried.

Meeting adjourned at 9:15 AM

Respectfully submitted

James Deming, Clerk

LAKE TOWNSHIP MONTHLY PAYABLES

June 17 through July 18, 2020

Num	Name	Memo	Class	Paid Amount
Jun 17 - Jul 18, 20				
14517	Frontier	Telephone Period 5/20-6/19/2020	GENERAL FUND	83.47
14519	Bloom Sluggett, PC	Noxious weeds, Tickets, PC Commission member	GENERAL FUND	775.20
14520	Shay Water Co	Cooler rent	GENERAL FUND	11.00
14521	U.S. Postmaster - Caseville	PO box 429 rental	GENERAL FUND	124.00
14522	Thumb Office Supply	Hanging folders	GENERAL FUND	64.30
14523	Crystal Morgan, PLLC	Randazzo Appeal Status check	GENERAL FUND	35.00
14524	View Newspaper Group	5/28/2020 Boxed ad,	GENERAL FUND	80.64
14524	View Newspaper Group	June 15 mtg synopsis	GENERAL FUND	89.72
14525	Landplan, Inc.	New Zoning Ordinance for May & June	GENERAL FUND	970.00
14526	A-Johnson Portable Toilets	Rental Portable toilet	GENERAL FUND	80.00
14527	Burnham & Flower of Michigan	New NBOB effective 7/9/2020	GENERAL FUND	50.00
14528	DTE Energy	Period 5/28/2020 to 6/25/2020	GENERAL FUND	110.27
14529	B & M Glass	Desktop plexiglass guard	GENERAL FUND	176.50
14530	Tuscola County Recycling	73# Shredding confidential documents	GENERAL FUND	7.30
14531	Detroit Edison - Street Lighting	Period May/June 2020	GENERAL FUND	86.92
14532	Huron County Road Commission	2020 TWP Road Maintenance - Gravel	TOWNSHIP ROAD...	109,750.00
14533	Maryanne Williams	Certified mail	GENERAL FUND	13.90
14533	Maryanne Williams	3 trip to post office	GENERAL FUND	9.00
14534	James Deming	6 trips to post office	GENERAL FUND	18.00
14534	James Deming	postage for summer taxes	GENERAL FUND	1,100.00
14534	James Deming	certified mail: zoning	GENERAL FUND	6.95
14534	James Deming	PPE supplies	GENERAL FUND	38.98
14534	James Deming	generator; ac unit; ect.	GENERAL FUND	810.38
14535	Michigan Election Resources	AV Pre-addressed env; ballot instructions; application e...	GENERAL FUND	617.84
14536	Jamie Pobanz	Service Compactor Motor	GENERAL FUND	113.75
14537	B & M Glass	Closure Kit for Door	GENERAL FUND	90.00
14538	Thumb Office Supply	Address Labels	GENERAL FUND	28.99
14538	Thumb Office Supply	Clips	GENERAL FUND	2.49
14539	Emterra Environmental	Recycle dumpster for July	GENERAL FUND	178.50
14539	Emterra Environmental	Fuel Surcharge	GENERAL FUND	8.93
14539	Emterra Environmental	40 Yard X 3 (6/5, 6/18, 7/3)	GENERAL FUND	1,794.00
14539	Emterra Environmental	Fuel Surcharge	GENERAL FUND	89.70
14540	Independent Bank - Cardmember S...	QB Renewal	GENERAL FUND	689.00
14540	Independent Bank - Cardmember S...	Facemasks for hall	GENERAL FUND	18.01
14552	EFTPS	38-2052346	GENERAL FUND	836.00
14552	EFTPS	38-2052346	GENERAL FUND	184.01
14552	EFTPS	38-2052346	GENERAL FUND	184.01
14552	EFTPS	38-2052346	GENERAL FUND	48.69
14552	EFTPS	38-2052346	GENERAL FUND	48.69
14553	State of Michigan	38-2052346	GENERAL FUND	572.46
14554	Paul Santhany	Township Hall Lawn Care 6/13-7/1	GENERAL FUND	255.00
Jun 17 - Jul 18, 20				120,251.60