

**Lake Township  
January 20, 2025  
Board of Trustees  
Held at Lake Township Hall  
4988 W. Kinde Road, Caseville, MI 48725**

**Board of Trustees Meeting Called to Order 6:30 P.M.**

**Present** – Valerie McCallum, Lisa Clinton, Nicole Collins, Kenny Kapa, Dale Hartsell

**Agenda** – A motion was offered by Hartsell, supported by Collins, to approve the agenda. All in favor, motion carried.

**December 16, 2024 Board of Trustee Regular Meeting Minutes** — A motion by Collins, supported by Hartsell, to approve the minutes as presented. All in favor, motion carried.

**Reports –**

**Supervisor** – Consumers Energy Company Gas Franchise Ordinance reviewed by Township and referred back to Consumers; item will be put on the Agenda for the 02/17/2025 Board of Trustees Meeting.

Information regarding the importance of property owners extinguishing fires on their property to be included with the assessment notices and included on the Township website.

**Treasurer** – As submitted.

**Clerk** – attended New Officials training.

**Trustees** – attended New Officials training; very informative.

**Correspondence** – reviewed.

**Petitions/Public Comments** – One (1) person commented.

**Old Business:**

**2024-2025 Budget Review/Amendments** – The following amendments were presented to the Board:

Add \$150 to Line 101-263-850-001 On Line Service from General Fund

Add \$200 to Line 101-448-920-003 Utilities-Street Lighting from General Fund

A Motion by Hartsell, supported by Collins, to approve the budget amendments. All in favor, motion carried.

**Transfer Station Job Classification/Rate** – A Motion by Hartsell, supported by Collins, to clarify the classification/rate of employees; the manager is paid the manager hourly rate and the attendant(s) is paid the hourly attendant rate. Four (4) in favor, one (1) nay, motion carried.

**New Business –**

**Insurance Renewal** – A motion by Hartsell, supported by Collins, to approve payment of \$6,918.00 to Burnham & Flower pending confirmation that the deductible under **General Liability** is \$1,000, not \$10,000. All in favor, motion carried.

**Extra Office/Administrative Assistant Position & Hours** – A Motion by Collins, supported by Hartsell, to hire new Administrative Assistant interviewed who will also be the Recording Secretary for the Planning Commission and the Zoning Board of Appeals. The hours during training will be Wednesday through Friday from 10:00 a.m. to 2:00 p.m. and may expand to Monday through Friday from 10:00 a.m. to 2:00 p.m. in the future. All in favor, motion carried.

**2025 Road Work** – A motion by Hartsell, supported by Collins, to approve the work order in the amount of \$166,683. All in favor, motion carried.

**Payment of Bills** – A motion was offered by Hartsell, supported by Collins, to pay monthly bills as presented with the addition of Cass City Propane and George Lauinger. All in favor, motion carried.

**Public Comments** – Two (2) people commented.

**Adjournment** – A motion was offered by Collins, supported by Hartsell, to adjourn. All in favor, motion carried.

Meeting was adjourned at 7:23 P.M.

Respectfully submitted

Lisa Clinton