

CLARK TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING WEDNESDAY, NOVEMBER 15, 2023, AT 8:00 A.M.

CLARK TOWNSHIP OFFICE, 207 N. BLIND LINE RD., CEDARVILLE, MI 49719

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited. Clymer called the meeting to order at 8:00 a.m.

ROLL CALL: Present Schuster, Fitzgerald, Clymer, Kozma, and Rutledge

OTHER'S PRESENT: Paul Hitchens, Robert Lightfoot, Paula Badour (Deputy Supervisor), and Linda Sherlund (Deputy Clerk).

INQUIRE IF PUBLIC COMMENT ARE TO ADDRESS AGENDA ITEMS:

Paul Hitchens asked about the project at the Les Cheneaux Culinary School regarding the grinder system. Clymer explained that the Les Cheneaux Culinary School had a grease trap problem that has been fixed. The Les Cheneaux Culinary School moved their grinder to a better location.

Kozma would like to add Island's Insurance Health Plan information to the agenda.

APPROVAL OF AGENDA: Fitzgerald made a motion to approve the agenda. Kozma seconded the motion. All in favor. Motion carried.

CONSENT AGENDA: Fitzgerald made a motion to approve the consent agenda. Schuster seconded the motion. All in favor. Motion carried.

Approve Minutes: October 18th Regular Meeting, October 24th Special Meeting, and November 2nd, 2023, Special Meeting.

Approve Invoices:

General Fund: \$88,551.57

Sewer Fund: \$50,435.84

Invoices more than \$500.00

Grinder Project – G1S Pro Basic Program \$765.00. Clymer will send an invoice to the Sewer Revolving Fund for reimbursement.

Service Contracts: None

Special Events: Rutledge stated that there will be a benefit dinner for the Bailey Family at the Community Center on November 18th, 2023, from 4:00 p.m. to 8:00 p.m.

CORRESPONDENCE:

EGLE notices of authorization were handed out but not read.

Bel approved at 12-20-23 Regular Meeting
Susan Rutledge
Mark Cly

Les Cheneaux Snowmobile Club: Thank you letter for Clark Township for their resolution of support for the DNR funding to rebuild the Nunn's Creek Bridge.

Rutledge spoke with Ken at Anderson Tackman & Company: Ken stated that he would like to present the audit information at the December meeting.

OLD BUSINESS & UPDATES:

Hessel Marina Acquisition Status:

The Les Cheneaux Community Foundation notified Clymer that a match for over \$259,000.00 has been raised for the Michigan Natural Resources Trust Fund Grant. Clymer stated that Clark Township has received 335 points on the grant application. The Michigan Natural Resources Trust Fund Board meets on December 13th, 2023, to approve grant funding.

Insurance Reimbursement:

Linda Sherlund reimbursed Sherry Burd and Lisa Fitzgerald for their share of Union Health Insurance cost a total of \$560.00 per person. The union will credit \$560.00 to the township's account.

The cost of their COBRA insurance is \$1,430.00 per employee and family. Clark Township is willing to pay their portion of insurance, approximately \$1,130.00 per employee.

Linda Sherlund stated the approved amount of \$1,400.00 with taxes, the net amount was approximately \$930.00. This amount does not match the amount the township should be paying.

Linda Sherlund called Anderson Tackman to see what the best way is to reimburse these two employees. Sherry Burd and Liza Fitzgerald are paying their COBRA payments. Anderson Tackman has not called back.

Kozma made a motion to make a payment for \$1,575 monthly payment to Sherry Burd and Lisa Fitzgerald for their insurance payment to COBRA. Schuster second the motion.

**Roll Call Vote: Schuster Yes, Fitzgerald Abstain, Clymer Yes, Rutledge Yes, and Kozma Yes.
Motion carried.**

Kozma spoke with Kathy Martin at Island's Insurance regarding health care plans for employees and elected officials. Kozma went over these health care plans. The Board of Trustees made no decision.

Group Health Insurance Plan Ordinance:

Fitzgerald handed out a draft of Group Health Insurance Plan Ordinance. Clymer sent information to Erin Evashevski to look at the ordinance and give her opinion prior to the Board of Trustees approval. The Board of Trustees tabled this at the December meeting.

IUOE Local 324 Clark Township Supervisors Bargaining Unit:

IUOE Local 324 sent a letter to inform Clark Township effective on November 1, 2023, that IOUE Local 324 disclaims interest in representing the Clark Township Supervisors bargaining unit covered by the collective bargaining agreement between Clark Township and Local 324.

Peek-A-Boo Hill Trail Update:

Dave Murray updated the Board of Trustees with an information packet with a trail map. Updates are posted on the website www.peek-a-boo-trails.com. An August 2024 deadline for completion for this project.

Les Cheneaux Community Foundation Grants Awarded:

A \$500.00 from LCCF and a \$500.00 from (YAC) Youth Advisory Committee awarded the grant to Light Up the Park. A LCCF grant awarded \$814.00 for the sixty-five" TV and mount for the conference room.

Rutledge made a motion to establish a policy that all grant applications will need Board of Trustees approval prior to sending them in. Kozma seconded the motion.

Roll call vote: Clymer Yes, Fitzgerald Yes, Schuster Yes, Kozma Yes and Rutledge Yes. All in favor. Motion carried.

Kozma stated that the Chamber of Commerce received \$5000.00 from LCCF for the update of the Downtown Park Project.

Website Status Update:

Deb Beukema stated that they are working on the website but will take time. The Board of Trustees would like to see what updates on the new website prior to going live.

Approve Administrative Assistant Bargaining Agreement with Revisions:

Tabled to December meeting; waiting for attorney and union to review.

Grinder Pump Replacement; Contact Request Letter Status:

The Supervisor's office sent out a letter to all grinder pump owners for emergency contact and phone number information. Maverick Construction will use this contact information to contact homeowners for the sewer project. Clymer stated they have received approximately two hundred letters back with their contact information.

New Software for Grinder Pump Replacement:

The Sewer Office and Lagoon will need a tablet to take in the field, desktop or laptop at lagoons and sewer office. Approximately \$3,500 total project. These new computers will be funded through the State Revolving Fund.

The Ford 350 truck purchased from LaFontaine should be delivered this week.

NEW BUSINESS:

Fining Customers in The Future for Improper Usage of The Sewer System:

A letter sent earlier in the year to all the residents that are on the sewer system, this letter explained what items can and cannot be flushed. Homeowners have continued to flush items that the sewer system cannot tolerate and that end up at the lagoon system. The lagoon aerators are getting plugged, and the system will not work properly. Clymer stated that he would like first time offenders to be warned and second time offenders to be fined. The Board of Trustees discussed this, but no decision was made.

Planning Commission Application:

Rutledge received a letter from Dan Autore interested in being on the Planning Commission.

Fitzgerald made a motion to approve Dan Autore to the Planning Commission. Kozma seconded the motion. All in favor. Motion carried.

There are two openings for members on the Planning Commission. There have been ads in the local newspaper and posting on the website.

TREASURER’S REPORT:

General Fund \$394,615.37

Sewer Fund \$142,193.56

Fitzgerald stated that if the Board of Trustees decides to send out the sewer bills monthly it will cost approximately \$4,300 per year more. The treasurer’s office will poll the sewer bill payees when paying their sewer bills next month. Late fees may cover the cost of supplies and mailings.

Tax bills will go out to the property owners the last week in November.

Cedarville Courtesy Dock is working on the necessary permits to repair.

Kozma asked about GFL contract, Fitzgerald stated that there will be no changes till April 2024.

SUPERVISOR’S REPORT:

Clymer gave the Board of Trustees a handout from MTA Township Focus Publication on “Is It time to hire a township manager?”

Clymer stated that Michael Kluck Attorney will be moving to a different firm. The Loomis, Ewert, Parsley, Davis & Gotting P.C. is dissolving effective November 27, 2023, he will relocate to Foster, Swift, Collins, and Smith P.C.

Area Maritime Security Committee (AMSC) Meeting, Mike Kasper spoke about the Mackinac County Safe Harbor Exercise on Mackinac Island. Hessel Harbor will be the one of the safe harbors that the public on Mackinac Island will be evacuated to if there is an emergency on the island.

Clymer stated that he attended the Les Cheneaux Chamber of Commerce Annual Dinner. He updated them on the projects that Clark Township is working on.

James and Diane Keighley were named the “Citizens of the Year.”

Clark Township EMS was named the “Organization of the Year.”

Ritchie’s Hardware was named the “Business of the Year.”

Astrea Contract:

Sunrise was sold to Astrea in 2017. The contract was signed by the township in 2019. Astrea is stating that we did not sign the information that was sent by Fed EX on September 13, 2023, which the township has not received. FED EX does not have a signature for the package. The contract had a clause in that if it was not signed and returned by a date that a new contract would take effect and replace the

existing contract. Clymer sent this information to Erin Evashevski, Clark Township attorney for her opinion.

COMMITTEE/COMMISSION REPORTS:

Airport Committee:

Steve made a motion to apply for 50/50 Aeronautics grant to purchase an apply crack sealer and paint the runaway area. Schuster second the motion.

Roll Call Vote: Clymer Yes, Fitzgerald Yes, Schuster Yes, Kozma Yes, and Rutledge Yes. All in favor. Motion carried.

Schuster stated that the Board of Trustees are only approving to apply for the grant and if we receive this grant that the Board of Trustees will discuss the unknown amount that Clark Township is responsible for on this project.

Rutledge would like to know if Clark Township can charge the pilots for landing and taking off. Clymer stated that would be hard due to not having a full-time person there. The Board of Trustees discussed this, but no decision was made.

Ambulance Corp & Fire Department:

Clark EMS from 10/01/2023 – 10/31/2023

Twenty-three calls. Clark Township EMS had to call Kinross for mutual aid for two calls due to one truck being in the shop and the other truck would not start. Both trucks are now in working order.

Clark Township Fire Department activity report November 13,2023:

The number of incidents responded to in 2023 is thirty.

The ladders passed inspection and are in service.

Waiting on air pack refilling station service, the station is currently not in use.

The firefighters watched training videos on Scott’s air packs and the “what3words” location app for use in land search and rescue.

Code Enforcement Officer:

The Code Enforcement Officer report was given. Complaints 24, 23 issues resolved, and one ongoing investigation.

Heritage Park:

Noel has raised money from the local businesses for decoration for Light Up the Park. 1st Annual Community Christmas Tree Lighting and Hot Chocolate, Sunday December 3rd at 6:00 p.m. Christmas Displays will be available to look at and vote for your favorite display in our 2nd Annual Light UP The Park Fundraising event. Voting will be from December 1st through the 31st of December. Children will make ornaments at school, and they will be placed on the Christmas tree prior to the lighting.

Hessel Harbor Committee: No meeting.

Planning Commission:

Kozma updated the Board of Trustees on the ongoing projects that the Planning Commission is working on.

Kozma stated that the Planning Commission is revising the ordinance, determine the size of building vs size of lot/acreage. The consensus of the Planning Commission members was five acres or more, the accessory building can be up to 6,000 square feet. Setbacks fifty feet on each side and fifty feet back and setback of one hundred feet on the front. The Board of Trustees would like the Planning Commission to consider the percentage of lot/acres for accessory building and variety of lot/acreage. The Board of Trustees would like this information in writing.

Clymer asked about drainage requirements and green space on frontage.

Burn Ordinance will be amended and finalized at the next Planning Commission meeting.

Kozma stated that a downtown district sub-committee was formed, and they will discuss a walkable downtown. Clymer stated that there is a Commercial Rehabilitation District.

Recreation Committee:

Clymer stated that the Recreation Committee met October 25th.

Clymer updated the Board of Trustees on Fish Cleaning Station; this fish station may cost up to \$100,000.00 for the plan and the building. Island Wildlife is planning to help with this project. The unit to grind up the fish is costly.

Kozma asked if there is a building plan for the fish cleaning station.

Road Committee and Road Ends Committee: A December meeting is planned.

Sewer Advisory Board: No meeting.

Rutledge stated that there may be up to four elections next year. The Primary Presidential election will be February 27th, 2024. Townships will have to send out information to the absentee voters for republican or democrat applications. 9-day early voting will start with this election at Mackinac County Court House. Three Clark Township election workers will need to work at Mackinac County Courthouse for the election.

The results of the November election, school milage did not pass. Rutledge stated that they may have another election in May 2024.

Public Comment: LIMITED TO THREE (3) MINUTES PER PERSON FOR NON-AGENDA ITEMS.

Paul Hitchens stated that the Board of Trustees should consider conflict of interest when appointing committee members. Paul Hitchens stated these members need to have wisdom and knowledge.

He stated that a trustee or member of a committee shall not be appointed if they have a conflict of interest. Clymer stated that if a committee member or Board of Trustee has a conflict of interest they may abstain from voting.

Paul Hitchens questioned who receives health insurance through Clark Township. The Board of Trustees told him that any full-time employee or full-time elected official can get insurance through the township.

Paul Hitchens will write a letter to the Board of Trustees with his concerns.

ADJOURNMENT:

Fitzgerald made a motion to adjourn the meeting at 10:00 a.m. Rutledge seconded the motion. All in favor. Motion carried.