

CLARK TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING WEDNESDAY, DECEMBER 20TH, 2023

AT CLARK TOWNSHIP OFFICE, 207 N. Blind Line Rd., Cedarville, MI 49719

CALL TO ORDER & PLEDGE OF ALLEGIANCE: Pledge of Allegiance recited. Clymer called the meeting to order at 8:01 a.m.

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

OTHERS PRESENT: Paul Hitchens, Sarah Reding, Dennis Wenzel, David Murray, Robert Lohff, Ken Drenth, Ken Talsma (Anderson, Tackman & Company PLC), Luke Jaroche, Rob Frasier (Maverick Construction), Paula Badour (Deputy Supervisor), and Linda Sherlund (Deputy Clerk)

INQUIRE IF PUBLIC COMMENT ARE TO ADDRESS AGENDA ITEMS:

Hitchens would like to discuss the short-term rentals with the Board of Trustees. Clymer stated that he would talk with him later due to it not being an agenda item.

Clymer would like to move the Road Agreement up on the agenda.

Dave Murray would like to speak on behalf of the Peek-A-Boo Trail Committee.

Ken Talsma is here from Anderson, Tackman & Company PLC to present the audit.

Rutledge would like to add the sale of the F350 to the agenda.

Rutledge would like to add Kiley McGowan EMS Training for continued education to the agenda.

Rutledge would like to go over the application for the special event for the Les Cheneaux Culinary School.

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

Approve Minutes: November 15th, 2023 regular meeting.

Approve Invoices:

General Fund: \$61,289.41

Sewer Fund: \$142,981.05

Service Contract: None

Special Events:

Les Cheneaux Culinary School Open House Celebration for their 10-year anniversary on Saturday, July 27th, 2023 from 6:30 p.m. to 9:30 p.m. The Les Culinary School would like to close part of Pickford Avenue

*Approved at Reg. Mtg 1-17-24
Susan Rutledge
Mark Clymer*

and Lake Street. Luke Jaroche clarified information/questions that the Board of Trustees had regarding this event. This event is open to the public but there will be a fee/donation.

The Board of Trustees must approve this event for Les Cheneaux Culinary School to get permission to close part of Pickford Avenue and Lake Street from the Mackinac County Road Commission.

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

CORRESPONDENCE:

Hessel Marina – MNRFT:

Letter received on behalf of Department of Natural Resources Director Scott Bowen to inform Clark Township applicant noted among those recommended for funding by the Michigan Natural Resources Trust Fund Board of Trustees to receive a grant in the amount of \$737,000.00.

Hessel Marina Endorsements:

Clymer sent out a letter on behalf of Clark Township and the Community Foundation thanking the supporters, donors and pledges of the Marina Acquisition and Expansion project. Les Cheneaux Community Foundation has received Donations and Pledge match totaling \$280,000.00.

Clymer states he has letters of support if anyone would like to see them.

EGLE Notice of Authorization:

Denis Fox, Hessel on the Lake – 49-210 Island View Road, Hessel
Janice Potter, 49-298 E. Bagnall Road, Cedarville
Brian Powers 49-18 S Hill Island Road, Cedarville
Paula Stanek-49- Stanek

OLD BUSINESS & UPDATES:

Road Agreement:

Luke Jaroche, Road Committee member went over the details of the contract and the budget.

Schuster made a motion to approve the road agreement contract. Fitzgerald seconded the motion.

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

Approval of final plans for Peek-A-Boo Trail:

Approval to put the Peek-A-Boo Trail Project out to bid based on final plans:

Dave Murray spoke regarding the Peek-A-Boo Trail Project. The DNR has approved the plan, Bill Sanders will send the contractors bid information for this project. Project is set for July 2024 but will need an extension.

Sarah Reding stated that the Recreation Committee approved the plan and would like the Board of Trustees to move forward on this project.

Fitzgerald made a motion to adopt the DNR plan as township's plan and approve the bidding process for Peek-A-Boo Trail. Schuster seconded the motion.

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

Approved monthly, State Revolving Fund draw request for Sewer Project and authorizing payments once funds from EGLE are deposited:

Fitzgerald made a motion to approve the invoice for State Revolving Fund draw #1. Schuster second the motion.

Roll Call Vote: Clymer Yes, Rutledge Yes, Fitzgerald Yes, Schuster Yes, and Kozma Yes.

These invoices paid by the township need to go to the State Revolving Fund for reimbursement. C2ae will send Clark Township invoices from all vendors; any invoices need to go through the Board of Trustees for monthly approval. After approval, the township will send to the State Revolving Fund for a draw.

Electrical Permits for Sewer Pump replacement:

The Board of Trustees discussed the electrical permits for the sewer project.

Clymer has not spoken to Steve Harrison, the electrical inspector, regarding permits. Fitzgerald stated that she would like Clymer to meet with him regarding permits.

Schuster stated that the contractor is not running a new circuit so no electrical permit is necessary.

Kozma made a motion to not have any electrical permits when installing replacement pumps. Schuster seconded the motion.

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

Maverick Construction has a license as an electrician subcontractor. The inspector only needs to come in if there is a problem with the box or if a new circuit is necessary.

Rob from Maverick Construction stated that they will credit the project for the electrical permits.

Rob from Maverick Construction states that no plumbing permit is required.

Check Valves: & Curb Stops:

Rob from Maverick Construction stated that when the system was installed years ago only one check valve was put in. There should be a second check valve for back up. If the system has not had a pump

replacement done, this second check valve will be installed. Any parts that are broken or missing will be fixed when the grinder pump is replaced. A change order will be sent to the township for approval.

Rob from Maverick Construction will work on the price per piece on total unit.

Knife valves are available at the township at no cost. Fitzgerald stated that these knife valves are not correct. Clymer will check the knife valves.

New Website – Request to see progress so far (from the last meeting).

Deborah Beukema stated that the website designer e-mailed all Board of Trustees a link to the new website. Clymer and Kozma did not receive links to the website. Deborah Beukema did have the website designer resend the link to Clymer the corrected information. Clymer stated that there were links and information that were incorrect. Deborah Beukema would like the Board of Trustees to send any incorrect information to her.

The Boat House Ordinance is incorrect on the website. Kozma will send Clymer the correct ordinance.

Anderson, Tackman & Company PLC:

Linda Sherlund asked Ken Talsma of Anderson, Tackman & Company PLC what the best way to reimbursement Lisa Fitzgerald and Sherry Burd for the township's portion of their health insurance since they are on COBRA. He stated that he will have Emily at Anderson Tackman & Company LLC call Linda Sherlund, she has more experience than himself regarding this matter.

Anderson, Tackman & Company PLC. Audit:

Rutledge made a motion to accept the audit as presented by Ken Talsma of Anderson, Tackman & Company PLC. Kozma seconded the motion. All in favor. Motion carried.

Ken Talsma will have a PDF copy sent to all board of trustees today.

Group Health Insurance quote from Islands Insurance and Health Care decisions for elected officials and employees:

Kozma made a motion to accept the Simply Blue PPO Gold Plan for the elected official and any full-time employees of Clark Township that does not want the Union Insurance Plan. The cost of this plan is \$4450.99 for the two families. The plan will be start on February 1st,2024. Schuster seconded the motion.

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

Group Health insurance Ordinance -Tabled from last meeting – Pending Attorney Response:

Kozma made a motion to approve the group health insurance ordinance with one minor clerical change from the attorney. Schuster second the motion.

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

Administrative Assistant Bargaining Agreement – Tabled from November meeting:

Linda Sherlund stated that the members met on December 5th and there were changes and they have not received any copy since that meeting.

Schuster made a motion to table the Administrative Assistant Bargaining Agreement till the changes are completed to the agreement and they are agreed upon by both parties. Kozma second the motion. All in favor. Motion carried.

Fining Sewer Abuser:

Clymer stated that the finalizing of these fines has not been completed.

Planning Commission - Accessory Building Revision in writing requested in November Meeting:

Kozma spoke on behalf of the Planning Commission, Merritt made a motion to recommend to the Township Board of Trustees to update the maximum size of an accessory building at 4,800 square feet for properties three acres up to five acres, and maximum at 6,000 square feet for properties of five acres or more: second by Koster Setbacks for an Accessory Building on these sized properties. Three acres or more, to one hundred feet front and fifty feet side. Approved by voice vote.

Kozma presented the draft minutes from the Planning Commission held on December 12th.

Fitzgerald made a motion to table the accessory building revision until the approval of the minutes by the Planning Commission. Schuster seconded. All in favor. Motion carried.

Kozma stated that the Boathouse Ordinance needs corrected on the website. Kozma will give the amended version to Clymer.

Grants Not Funded:

RP23-0077- Water access dock for Marquette Island Nature Preserves.

SAFER Grant – Fire Personnel

FEMA - Fire grant for AED's and other fire equipment

Sparks Grant – Leopold Duck Bay, Bike Path from Hessel to Cedarville, Weston Trail Parking Lot, and Bridge.

Clymer will ask the grant agency to see why Clark Township did not receive the grant funding.

2024 Meeting Dates:

Rutledge gave handouts of the schedule for all Clark Township Board of Trustees monthly meetings for 2024. Meetings will be held at Clark Township Office on the third Wednesday of the month at 8:00 a.m.

Schuster made a motion to approve the schedule for the Clark Township Board of Trustees monthly meetings. Fitzgerald second the motion. All in favor. Motion carried.

NEW BUSINESS:

Local control ordinance to nullify state legislation that strips away control; short term rentals, wind and solar farms and mining and allow for reasonable regulation of activity with Clark Township.

Kozma asked if Clymer had heard from the township’s attorney with her input on solar and windmill ordinance. Clymer said no.

Permission for Ken Bean, DPW to attend MWEA Administrators Conference:

Permission for Kiley McGowan to attend training for licensing:

Fitzgerald made a motion to approve Kiley McGowan to attend training in March for her license to teach continuing education and Ken Bean to attend MWEA Administrators Conference on January 25th and 26th.

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

Resolution to approve Federal Poverty Guidelines for 2024:

Schuster made the motion to approve the 2024 annual guideline resolution for poverty exemption as written. Rutledge seconded the motion.

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

2010 F350 4x4 Ford Pick-Up Sale -Bid

Best offers are due January 15th, 2024, for the 2010 F350 4x4 Ford Pick Up. These offers will be turned into the Clerk's Office. All Board of Trustees were in favor of putting the 2010 F350 out for offers. Fitzgerald will put this information on Facebook.

TREASURER'S REPORT:

General Fund: \$364,634.07

Sewer Fund: -\$7,732.08

SUPERVISOR'S REPORT:

Neal Friske State Representative for 107th District is willing to come to our area to discuss our needs.

Clymer would like to speak with him regarding state funding for road improvements, non-funding mandates and property taxes proposal.

Rutledge asked Clymer who is funding the 2024 Fall GLIA scheduled for September through October 2, 2024. Clymer stated that GLIA will seek grants, sponsors, donations, and businesses discounts. GLIA is expecting one hundred or more people that will network with similar communities.

Rutledge stated that the Annual Christmas Party was a success. 120 families participated. Clark Township received \$4,900.00 in donations.

September 8, 2023, FED EX stated that the driver dropped off a package from Astrea. This package contained a franchise contract. This contract was to be signed and returned within 30 days. No one at the Clark Township Offices remembers seeing this package. Clymer filed a complaint with Public Service. Astrea stated that Clark Township Office will not receive free internet services and the old contract is void.

Schuster had to leave the meeting at 11:10 a.m.

COMMITTEE/COMMISSION REPORTS:

Airport Committee: No meeting. Clymer stated that the grant for the airport will be extended to 2025 for repair for the runway.

Ambulance Corp & Fire Department:

Clark Township EMS Calls from 11/01/23 to 11/30/23 -Handout

16 Calls.

Clark Township Fire Department Activity Report:

Call Report from November 14th through December 19, 2023 Handout

The number of incidents responded to in 2023 is thirty-two.

The application for 2022 Fire Prevention and Safety grant and 2023 SAFER grant was not awarded to the fire department.

The 2024 VFA Grant was approved. The amount awarded is \$2,498.35 and includes a forestry nozzle, pump, and radio.

Code Enforcement Officer: Cal Burnside Report Handout.

Complaints twenty-two

Issues Resolved 20

Ongoing Investigations 2

Heritage Park:

Fitzgerald stated that Light Up the Park has five displays. The 1st Annual Christmas Tree Lighting went well with approximately eighty people. Children at the school made ornaments to decorate the tree. Santa was there to greet the children. Hot chocolate was available to all.

Hessel Harbor Committee: No meeting.

Planning Commission:

Kozma stated that officers for the Planning Commission stayed the same.

No land use permits.

The Planning Commission has a draft for the burning ordinance.

Dan Autore is a new member of the Planning Commission.

Recreation Committee: This report was presented earlier in the meeting.

Road Committee and Road Ends Committee:

Amended road agreement and budget.

Sewer Advisory Board:

A scheduled meeting is on 12/28/2023.

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

Paul Hitchens questioned if Clark Township has purchased more property from Steve Autore for the Fire Hall. The property price has not been discussed by the parties.

Paul Hitchens stated his concerns regarding the Change Orders that Maverick Construction will need to do regarding the curb stops, check valves and brass valve. Paul Hitchens states that these changes to the sewer project should have been discussed prior to the contract being signed.

Paul Hitchens stated that the Astrea contract issue should go to the township attorney.

ADJOURNMENT:

Fitzgerald made a motion to adjourn the meeting at 11:20 a.m. Kozma seconded the motion. All in favor. Motion carried.