TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

DRAFT MINUTES OF TOWNSHIP BOARD MEETING

MARCH 15, 2016

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Goossen, Amos and Windiate

Absent: None

Audience: 4

1. REPEATING AGENDA:
2. Meeting was called to order at 7:00 PM followed by the pledge to the flag.
3. Minutes:  **Motion** by Goossen to approve Minutes of February 16, 2016 as amended was seconded and passed 5-0. In item 6. Second to last sentence, change the word “suicide” to “family tragedies”.
4. Minutes:  **Motion** by Amos to approve the Minutes of March 3, 2016 Special Meeting as prepared was seconded and passed 5-0.
5. Correspondence, etc: Reminder of Annual Meeting this Saturday at 9:00 AM and the Fire Department Chili Cook-off later the same day at 4:00 PM. The Clerk reminded audience the next election will be May 3rd and effects both Elk Rapids and Char-Em Intermediate School districts.
6. Agenda Content: **Motion** by Windiate to approve with changes was seconded and passed 5-0. Under D. Board Discussion item 2. Budget Resolutions, add A. 2016-09 General Fund 101, B. 2016-10 EMS Fund and C. Clerk Expenditures; remove item 3. Torch Lake DNR Boat Launch Study; add new item 3. 2016-17 Budget Corrections; add item J. Other to Day Park considerations.
7. Citizen Commentary: There was none.
8. CONSENT AGENDA: Remove Clerk Report for discussion. **Motion** by Amos to approve remaining reports was

Seconded and passed 5-0.

1. SPECIAL REPORTS AGENDA: Goossen reported on activity of the Planning Commission, who held a Public Hearing last week on decks, walk-ways, etc. They will clean up the language of Chapter II Section 2.26, review and send it on to the Board. The PC also began to look at Special Uses in R1, as requested by the Board. The PC and the Planner want feedback from township attorney before continuing their review.
2. BOARD DISCUSSION/ACTION:
3. Drug and Alcohol Use Policy: After a few more changes were made, the **Motion** by Goossen to approve the Policy dated 03-02-2016, as amended was seconded by Amos and passed 5-0. On page 2, remove item 6 and renumber the rest. On page 4, first paragraph, remove “and may” be performed on site…..On last page, remove line for Social Security number and add date to the heading.
4. Budget Resolutions:
5. **Motion** by Schultz to approve Resolution 2016-09 transferring $4290 to the General Fund 101 to cover current expenditures within this budget year, was seconded by Goossen and passed 5-0 roll call vote.
6. **Motion** by Goossen to approve Resolution 2016-10 transferring $26,100 to EMS Fund to cover current expenditures within this budget year was seconded by Amos and passed 5-0 roll call vote.
7. **Motion** by Schultz to approve Clerk Report, Addendum and Accident Fund expenditure to be paid this Budget year was seconded and passed 5-0.
8. 2016-17 Budget Corrections: Budgets for General Fund, Fire, EMS, Road, Liquor and Parks /Recreation were reviewed one last time before the Annual Meeting this Saturday. Any changes will be reflected in the final documents before approval.
9. FOIA addendum: An addendum needs to be added to the township FOIA Policy, approved July 21, 2015, clarifying training and educating current and future township personnel. The **Motion** by Goossen to approve the addendum was seconded and passed 5-0.
10. Wage Schedule Review: Document was Ok’d for approval at the Annual Meeting.
11. Day Park Considerations: Recommendations received from the Park Committee were discussed, including boat size, parking, use of the pier, ordinance enforcement and citations, launch permit and fees, swim area, surveillance, alcohol, smoking and drug use and pets. Martel will now work this information into an Ordinance for further Board review. No formal action was taken at this time.
12. Citizen Comment: There was none.
13. Board Comment: There was none. With no further business the meeting was adjourned at 9:20 PM.

These Minutes are respectfully submitted and are subject to approval at the next regularly scheduled meeting.

Kathy S. Windiate

Township Clerk