TORCH LAKE TOWNSHIP

ANTRIM COUNTY, MICHIGAN

APPROVED MINUTES TOWNSHIP BOARD MEETING AS PREPARED 5-0

NOVEMBER 21, 2017

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

Present: Martel, Schultz, Petersen, Schoenherr and Windiate

Absent: None

Audience: 5

1. **REPEATING AGENDA**
2. Meeting convened at 7:00 PM followed by the pledge to the flag.
3. Minutes of October 17, 2017: **Motion** by Petersen to approve as prepared was seconded and passed 5-0.
4. Correspondence, etc. 1. Letter received from the Elk Rapids Library was read into the record, which contained statistic about library use by Torch Lake Township.
5. Agenda Content: Change Item D 1 to D 1 A. Adam Gandolfi and add item 1 B. EMS Director recommendation to hire Kathleen Thompson EMT. **Motion** by Martel to approve with additions was seconded and passed 5-0.
6. Citizen Comment: There was none.
7. **CONSENT AGENDA:**  Clerk, EMS and Fire Reports are removed for discussion. Treasurer, Zoning Administrator, and 911 Reports are accepted as presented. In Clerk Report, **Motion** by Schultz to remove check #34218 pending further investigation into the charges was seconded and passed 5-0. Also, some items approved tonight will need budget adjustments before next Board Meeting. In Fire Report, **Motion** by Schultz that the Fire Department will have a review by the auditor regarding donations to the Fireman’s Association was seconded and passed 5-0. The EMS Report contained some Board issues which did not need to be in the report. The Fire, EMS and Clerk report were approved as discussed.
8. **SPECIAL REPORTS AGENDA:** Petersen was absent from the Planning Commission meeting so no report was given.
9. **AGENDA FOR DISCUSSION, ETC.**

1. a. Adam Gandolfi, Municipal Underwriters of Michigan: Absent.

b. Recommendation to hire Kathleen Thompson: After brief discussion of the applicant, the **Motion** by Schultz to approve the recommendation of EMS Director Persons to hire Kathleen Thompson as EMT, pending standard background checks, etc. was seconded and passed 5-0.

2. Security Cameras Grant Application: EMS Director Persons, on behalf of the Board, has been looking into a grant application to the Township’s Par Plan for security cameras that would be used at the CSB and the Day Park. The app is due shortly, but needs a Resolution showing the Board approves an expenditure of $1500 for financial participation for this project. The **Motion** by Schultz to approve Resolution 2017-13 was seconded by Petersen and approved 5-0 roll call vote. Persons will submit the appropriate paperwork.

3. Recommendation to appoint Lora Carleton to the Planning Commission: After brief discussion of the applicant, the **Motion** by Petersen to approve the recommendation of Martel to appoint Ms. Carleton to the Planning Commission was seconded and passed 5-0.

4. Deputy Supervisor Position: As Martel no longer needs a Deputy to fill in, the **Motion** by Martel to remove the position of Deputy Supervisor was seconded and passed 5-0.

5. Blight Ordinance Report: Work continues on updating the township Blight Ordinance by creating a Nuisance Ordinance instead. A Nuisance Ordinance has advantages over the Blight Ordinance, such as the ability for the Township to ticket and go to District Court or even go directly to Circuit Court with violations. The Township attorney is working on the language.

6. Cemetery Ordinance: The Board is asked to look at the suggestions made by Martel on the existing Ordinance. We will be working on this in the future.

7. Day Park Options: Martel distributed memo with his thoughts for discussion regarding what to do at the Day Park. The township is losing revenue from those that launch without paying, indicating better management/enforcement is needed. A commercial fee is also being considered for businesses that use our launch. What to do with the pier in terms of safety is also a priority. An engineering company is looking into different options for the pier and we are waiting on their report.

**E. FUTURE MEETING DATES ARE LISTED.**

**F. PUBLIC COMMENT:** There was none.

**G. BOARD COMMENT:** Dog licenses are available at the office through the end of February. Applications are available on the website, torchlaketownship.org. With no further business the meeting adjourned at:

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

Kathy S. Windiate

Township Clerk