Torch Lake Township

Antrim County, Michigan

APPROVED MINUTES TOWNSHIP BOARD MEETING 5-0 WITH CORRECTIONS

October 15, 2019

COMMUNITY SERVICES BUILDING

TORCH LAKE TOWNSHIP

PRESENT: Cook, Martel, Petersen, Schultz, Windiate

ABSENT: None

AUDIENCE: 14

1. REPEATING AGENDA
2. Meeting was called to order at 7:02 pm followed by the Pledge of Allegiance.
3. Minutes: **Motion** by Windiate to approve the Minutes of September 17, 2019 with changes; seconded and passed 5-0. Changes as follows: A.5. EMT’s should be Paramedics, D.13. Nor should be No, F.3. ends after rescue., D.4. She changed to Deb Graeber also resigned as Deputy Supervisor, unrelated to #3 above, effective immediately. **Motion** by Cook to approve the Minutes of Special Board Meeting October 7, 2019 with one typo (courtesies) corrected; seconded and passed 5-0.
4. Correspondence and Announcements: None
5. Agenda Content: **Motion** by Petersen to accept additions to agenda; seconded and passed 5-0. Add 7. Spencer incident report, 8. Benefit Ordinance, 9. Posting of office hours, 10. 800 Mhz. radio purchase for Fire Department.
6. Citizen Commentary: Frank Wilhelme, lives at 2986 Lake St, two properties South of shooting range at 3048 Torch Point Lane. He thanked Alan and the Board for working on this important issue and looks forward to the conversation and working with the Board on this matter.
7. CONSENT AGENDA: Pulled item 1 for discussion, remainder were accepted as presented. Schultz asked that the Clerks report be approved except the $17,808.71 for the Antrim Co. Road Commission pending budget amendment prior to next monthly budget meeting. After discussion, **Motion** by Petersen to approve Consent Agenda item 1; seconded and passed 5-0.
8. SPECIAL REPORTS AGENDA: There was no Planning Commission meeting this month.
9. BOARD DISCUSSION/ACTION:
10. **Motion** by Cook to approve Zoning Administrator job description with changes (pg. 2, item 5, eliminate “The responsibility for the development and implementation of”, pg. 3, item 5, add: “, the implementation of” after agencies; seconded and passed 5-0. **Motion** by Petersen to approve Role and Responsibility agreement with changes; seconded and passed 5-0. **Motion** by Petersen to approve Employment Offer Letter with change; seconded and passed 5-0.
11. **Motion** by Schultz to add Hawkins to the planning commission; seconded and passed 5-0.
12. Shooting Ranges **Motion** by Cook to move to have Planning Commission begin to develop a zoning ordinance for discharge of firearms working with our Township Attorney; seconded and passed 5-0.
13. MERS – will schedule a meeting to look at with new representative.
14. Auditor report – Martel will schedule a special meeting to review this.
15. Charlevoix Emergency Medical Service Agreement **Motion** by Schultz to pass pending corrections and further review from Township Attorney; seconded and passed 5-0
16. Spencer Incident Report – Meeting to be scheduled with Township Attorney and Mr. Spencer. Martel noted he wants to move on. Petersen hopes this stuff is complete by the next Board Meeting. Mr. Spencer thanked the Board for addressing this, and noted that he was not aware that it was going to be addressed tonight
17. Benefit Ordinance Section 3.1.C. needs to be rewritten. Schultz to get with Martel regarding typos.
18. Posting of hours – it was decided that this is not necessary
19. Purchase of 800 MHz radio – **Motion** by Cook to buy a third radio. Motion withdrawn. Leaving to the Fire Department to address.
20. FUTURE MEETINGS AND HEARINGS:
21. Board Meeting, Tuesday, November 19, 2019, 7:00 pm
22. Planning Commission, Tuesday, November 12, 2019, 7:00 pm
23. Zoning Board of Appeals, Wednesday, November 13, 2019, 7:00 pm
24. Day Park Advisory Committee, Friday, November 1, 12:00 pm
25. CITIZEN COMMENTARY:
26. Mr. Petersen noted that the Board should be cautious in regard to the “no discharge” of firearms, it is a slippery slope.
27. It was noted that Mark with Grand Traverse Grant Association is coming November 11 to give his cliff notes from the meeting regarding lake levels from the Army Corp of Engineers
28. BOARD COMMENT: Schultz wanted to thank Mr. Chuck Goossen for his time on the Planning Commission. Schultz also commented on the nice newsletter put out by Sheriff Beans office in regard to the Victim Service Unit. She will post on the bulletin board to help spread the word that volunteers are always much needed,

With no further business the meeting adjourned at 9:42 PM.

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

Michelle Merrifield

Recording Secretary