**TORCH LAKE TOWNSHIP**

**REGULAR BOARD MEETING APPROVED WITH CORRECTIONS AT THE APRIL 19, 2022 MEETING. PASSED 5-0**

**March 15, 2022**

**Community Services Building**

**Present:** J. Merchant, B. Cook, K. Windiate, S. Schultz

**Absent:** A. Martel

**Others:**

**Recording Secretary:** Veronica Beitner

**Audience:** 20

**A. REPEATING AGENDA**

1. Call to order at 7:37 pm by B. Cook. Pledge of Allegiance waived.

2. Approval of minutes of Regular Board meeting on February 15, 2022 as presented. Passed 4-0.

3. Correspondence and Announcements: Central Lake PUBLIC SCHOOL DISTRICT AND CHAREM INTERMEDIATE DISTRICT WILL have an Election on May 3, 2022. Absentee Voter guidelines reviewed by Clerk. Elk Rapids Superintendent of Schools has requested to be put on agenda to speak to Bond in the future.

4. (M/S) B. Cook/J. Merchant motion to accept the agenda as presented. No Discussion. Passed 4-0.

5. Citizen Comment: J. Rubingh, County Commissioner announced new position and hiring of S. Lucas as Deputy Director of Rural Development.

**B. CONSENT AGENDA**

B. Cook motion to accept all remaining reports by consensus.

Ambulance Report – M. Bertram highlighted Annual report and spoke to Finance which showed an increase in call volume due to ALS certification. Revenue year to date will reflect billing being conducted weekly and audits. T. Schroeder has been appointed to the 911 Board and is completing Leadership Training. He HAD also accepted EMS Administrator role. Discussion ensued regarding billable services. (M/S) B. Cook/S. Schultz motion to accept Ambulance Report. No Discussion. Passed 4-0.

**C. SPECIAL REPORTS AGENDA**

1. Planning Commission – J. Merchant was unable to attend the meeting. Proposed topics briefly mentioned.

2. FOIA Update – Open the Books requested compensation amounts of all employees on the 7th and was completed on March 11, 2022. No fees received.

3. Financial Overview – Supervisor Cook refers to report included in packet for detailed review.

**D. AGENDA FOR BOARD ACTION:**

*Old Business*

None

*New Business*

1. Motions related to Budget Resolutions for the Salaries of Elected Officials

A. Treasurer: (M/S) K. Windiate/J. Merchant Motion to Approve Resolution 2022-01, Establishing the Treasurer Salary for Fiscal Year 2022-2023 at $30,000. Passed 4-0.

B. Clerk: (M/S) S. Schultz/B. Cook Motion to Approve Resolution 2022-02 Establishing the Clerk Salary at $26,480 for Fiscal Year 2022-2023. Clerk Windiate reiterated her comments regarding decision to forego 4% salary increase. Passed 4-0.

C. Trustee: (M/S) B. Cook/J. Merchant Motion to Approve Resolution 2022-03, Establishing the Trustee’s salary at $5,575 for Fiscal Year 2022-2023. Trustee J. Merchant spoke in agreement to K. Windiate’s comments and offered further information to consider regarding costs increasing on himself and his family personally and as an Employer. K. Windiate and S. Schultz responded. Passed 3-1.

D. Supervisor: (M/S) S. Schultz/K. Windiate Motion to Approve Resolution 2022-04 Establishing the Supervisor Salary at $30,000 for the Fiscal Year 2022-2023. No Discussion. Passed 4-0.

2. (M/S) K. Windiate/S. Schultz make the Motion to Approve the Proposed Torch Lake Township Pay Schedule, for Fiscal Year 2022-2023 with updates to the Clerks Salary at $26,480 and the Trustees Salary at $5,575. No Discussion. Passed 3-1.

3. Motion related to Fiscal Year 2022-2023 budget:

A. (M/S) J. Merchant/S. Schultz Motion to Approve Fiscal Year 2022-2023 General Fund Budget with a Tax Levy of 1 Mil. No Discussion. Passed 3-1.

B. (M/S) S. Schultz/J. Merchant motion to Approve the Fiscal Year 2022-2023 Road Fund Budget with a Proposed 1 Mill rate for Voter Consideration. No Discussion. Passed 4-0.

C. (M/S) Motion to Approve the Fiscal Year 2022-2023 Ambulance Fund Special Assessment Budget with a Tax Levy of 1.85 Mills. No Discussion. Passed 4-0.

D. (M/S) S. Schultz/K. Windiate Motion to Approve the Fiscal Year 2022-2023 Fire Fund Special Assessment Budget with a Tax Levy of 1 Mill. No Discussion. Passed 4-0.

E. (M/S) S. Schultz/J. Merchant Motion to Approve the Fiscal Year 2022-2023 Liquor Enforcement Fund Budget as Prepared. No Discussion. Passed 4-0.

F. (M/S) K. Windiate/B. Cook Motion to Approve the Fiscal Year 2022-2023 Torch Bay Nature Preserve Fund Budget as Prepared. No Discussion. Passed 4-0.

4. King Orchard Request for Supporting a Tasting Room. Julia King-McAvoy, representing King Orchards seeking support for a joint off premise Tasting Room at the Retail Store on US31. There will be no changes in construction of facility. Sales would include packaged Hard Cider and Wine to take off premise and selling tastings. Seasonal from May 1st through November (before Thanksgiving). Facility opens 6 days a week until 6:00 pm and 1 day at 4:00 pm. This is first step for obtaining the State license. (M/S) Motion to Approve Resolution 2022-06, Supporting the King Orchard Application to the Michigan Liquor Control Commission for a Joint-Off Premises Tasting Room License. No Discussion. Passed 4-0.

5. Motion to Hire FT EMT Candidate: (M/S) S. Schultz/B. Cook Motion to Hire Adam Schaffer as a Full-Time EMT starting March 15, 2022 or Upon all appropriate background checks are complete for a rate of $13.45 per hour plus benefits. Mike Bertram, Director provided introduction of candidate which included review of Certifications and other information as related to the position. Discussion related to position and position pay. Clarification that this position will offer benefits. Passed 4-0.

**E. Agenda for Board Discussion**

Nothing this month.

**F. Agenda Item for Informational Purpose Only**

Nothing this month.

**G. Citizen Comment -** None

**H. Board Comment**

S. Schultz thanks B. Cook for his diligence and work towards the Budget with additional appreciation for Rita Service.

K. Windiate – None

J. Merchant – Thanks B. Cook for his work on the Budget. Speaks to the Day Park and current usage of winter recreational vehicles being run on park property. With rising temperatures, the snow will melt soon and will increase muddy conditions in the park. Unique situation with Torch Lake being frozen over and will remain so for many weeks due to depth.

B. Cook – Thanks the Board again for their work.

**I. ADJOURNMENT**

S. Schultz motion to adjourn. J. Merchant second at 8:26 pm. Passed 4-0.

**J. Future Meetings and Hearings:**

1. Planning Commission Tuesday, April 12, 2022 at 7:00 pm

2. Zoning Board of Appeals Meeting Wednesday, March 16, 2022 CANCELLED

3. Regular Board Meeting Tuesday, April 19, 2022 at 7:00 pm

4. Zoning Board of Appeals Meeting Wednesday, April 20, 2022 at 7:00 pm

Minutes Respectfully Submitted by Veronica Beitner and Subject to Approval at the next scheduled meeting.

Entire Meeting can be viewed on the Torch Lake Township website or on YouTube.