

**APPROVED MINUTES  
COLDSPRINGS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571  
MONDAY NOVEMBER 14, 2016 7:00 P.M.**

Supervisor Hoffman called the meeting to order at 7:00 p.m. Pledge of Allegiance was said by all. Board members present at roll call were Supervisor Hoffman, Clerk Collins, Treasurer Smith, Trustee Schaller, and Trustee Malott. Eight members of the public were also present.

**Adoption of the Agenda:** A **Motion** by Malott to adopt the agenda as presented. **Supported** by Schaller. All in favor. Motion carried.

**Establish any conflict of interest of items that are on the agenda:**

None were presented.

**Approval of Minutes from the October 10, 2016 Regular Board Meeting:**

**Motion** by Smith. **Supported** by Malott to approve the minutes from the October 10, 2016 Regular Meeting. All in favor. Motion Carried.

**Correspondence was reviewed:**

Clerk Collins stated that she e-mailed the Road Commission Minutes to all board members. The clerk received the Sheriff's crimes report for the month of October with 44 incidents and a total for the year of 251 incidents. Also included with the Sheriffs' report was the inspection form for the month of October for The Ole Soul. Clerk Collins received a letter from the County Clerk thanking all the Townships on a great job on the election and to let everyone know that Kalkaska County was one of the first reporting districts in Michigan and even made the national news. The Board of Review meeting will be held December 13, 2016 at 6:00p.m. There will be no formal appeals heard at this meeting. The Board of Commissioners sent a letter to the Township and the Manistee Lake Improvement Board, Thanking them for the great work they do for Manistee Lake. The Clerk received a letter from Municipal Underwriters notifying us that the Par Plan is providing all Township's with Statutory Official Bonds at no cost to the Township. The Clerk read a letter that our Supervisor sent to the Road Commission thanking them for their completion of Starvation Lake Road and is on file in the clerk's office.

**Assessor's report:**

November, 2016 Assessor's Report to Coldsprings Township Board:

It was brought to my attention at the Treasurers/Assessors meeting that the data for the tax bills was going to be originating from the Assessing Database, as opposed to the County database where they have traditionally handled that. This has put me into a bit of a scramble

mode trying to make sure that my database matches what the county has and 133 pages of address/name differences later, I am almost done with that and we should be ready to print tax bills shortly. This will have been worth it once the database is all cleaned up and any differences going forward should be few and far between.

Otherwise, we have been busy with the updating and digitizing of the record cards and other normal assessing duties. I have one person that has asked me if she could do field work on Sundays which I don't have a problem with, but I would like the Board to be aware of this and voice any objection to me. Cheryl said that she was ok with it, but I haven't heard back from Ray, so I am assuming that he didn't have an issue with it either.

I would also like to inquire about the status of ID badges for myself and the rest of my team. We haven't been kicked off yet, but we have had a couple people that were uncomfortable with our presence. An ID badge usually works wonders, just because it gives us a more official appearance.

This will conclude this month's report, tune in next month for further entertainment and have a great Thanksgiving.

Sincerely,

Mark Johnson  
Coldsprings Township Assessor

**The Township has received the Audit of Minimum Assessing Requirements for the assessor and we passed 11 of the twelve steps and Supervisor Hoffman has addressed this with our New Assessor Mark Johnson and he will be taking action and making the necessary changes to correct this area of the AMAR.**

**Committee Reports:**

(A)Planning & Maintenance – Trustee Schaller stated that the bathrooms at Sands Park have been cleaned and locked for the season. Schaller also reported that he contacted Wayne Piltz about the well at the Township hall. Wayne Piltz suggested we run the well for about an hour and then fill a bucket and let it set and see if we had sand in the bottom. Trustee Schaller said when he did this he could find no sand. So all the sediment we were having was because of all the extensive work we had done in the storage area in the Township hall. Trustee Schaller said that the leaves were blown out of the cemetery and around the Township hall and everything is ready for winter. Trustee Schaller also suggested that we consider a new dock for Sands park possibly a commercial dock that can withstand all the use. We will look into this during our budget meeting. The Storage Shed at the Township is in need of a lock Trustee Schaller will get one and have it put on.

Trustee Schaller will be scheduling the spring clean-up with the Sheriffs' department for both Sands Park and the Township hall and cemetery. One last thing we had a resident that was wondering about the brush pile on the Township road ending, Trustee Schaller went and looked at it, he stated that the ruts are so bad from the construction crew that is working there it would be impossible to even get in there to remove the pile at this time. We will have to have the construction crew fix the road ending when they are done, and then address the brush pile.

(B)Fireboard –Supervisor Hoffman presented the minutes from the November 2, 2016 Fireboard meeting. The minutes showed that there were 3 Fire runs and 15 Rescue runs for the month of October. Frederic ALS had 31 calls, 3 transported to Kalkaska, 18 to Munson, 7 to Grayling, and 4 inter-facility transfers. A complete copy of the minutes are on file in the clerks' office.

(C)Road Commissioners Meeting – Trustee Malott stated that the work on Starvation Lake Rd. is now finished and looks great. But one area may need to be addressed in the spring. The black top was put down in the rain and seems to have a problem. The road commission will be contacting the company that did the work and see what can be done to remedy the problem. The work on County Rd 612 will be starting next year. Trustee Malott stated that this year our Township was first on the brining schedule and next year we will be last. Clerk Collins asked if we are last can we do our brining that we pay for first, so our local roads aren't so dusty instead of waiting for the application that the county pays for some time in July since we are last on the list. Trustee Malott said he would check into that and report back next month.

(D)Sheriff Department – Officer Brian Peacock is our Township liaison please contact the Township with any ordinance violations and officer Peacock will be notified. Or call 231-258-3350 to leave a message for Officer Brian Peacock. Officer Peacock was in attendance and gave a brief report on the complaints being handled by him. The month of October Officer Peacock handled 9 Civil complaints, 0 Township Ordinance, 14 Property check, 3 Misdemeanor, and 8 Felonies A copy of Officer Peacocks report is on file in the Clerks' office.

(E)County Commissioner – Not in attendance.

(F)Hospital Board – Ray Hoffman attended the Hospital Board Meeting on 10/25/16. The next sharps collections day will be held on December 13, 2016 from 8:00 am to 12:30p.m. in the Hospital main entrance. The helicopter pad that was at the Hospital has been moved to the Airport. The points of interest are on file in the clerks' office.

### **Treasurers Report:**

Treasurer Smith presented the monthly reconciliation report for the month ending October 31, 2016. The report showed that there was \$285,387.40 in the various Bank accounts, \$10.07 in the Forest Area Federal CU, \$10,699.67 in the Building Fund at Chemical Bank, and \$59,494.84 in the Tax account at Chemical Bank and \$100.00 in the Cash on hand Fund. **Motion** by Collins. **Supported** by Schaller to accept the Treasurer's report as presented. All in favor. Motion carried.

**Old Business:**

**(A) Painting of inside walls of Township Hall** – Clerk Collins said she talked to all three bidders about the painting. Made the necessary changes to all the bids to include everything we wanted. After a brief discussion a **Motion** by Collins to approve the bid from Up North Interiors in the amount not to exceed \$4505.18 with a down payment of 50% and balance due on completion. **Supported** by Malott. Roll Call Vote: Hoffman, yes, Smith, yes, Schaller, yes, Collins, yes, Malott, yes. All in favor. Motion carried. Clerk Collins also stated that the Township Hall could use new carpet and it was decided to address this issue at the time of our 2017-2018 budget meeting.

**New Business: None**

**Approval of Bills:**

Bills were reviewed. The total of bills to be paid is \$21,642.59. **Motion** by Smith to approve paying the bills as presented. **Supported** by Schaller. All in Favor. Motion Carried.

**Public Comment: Started at 7:46 p.m.** – Clerk Collins wanted to thank Lowell Schaller for all his help as Trustee. He has gone above expectations and he will be missed by the whole Township Board. Our New Trustee Charles Fawcett will be sworn in and will be starting his term at the December 12, 2016 regular meeting.

**Adjournment:**

**Motion** to adjourn at 8:49 p.m. by Malott. **Supported** by Collins. All in Favor.

Cheryl Collins  
Coldsprings Township Clerk