

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571
MONDAY NOVEMBER 11, 2019, 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 Cervone. Six members of the public were present. Kalkaska County Sheriff Deputy Ben Hawkins.

Adoption of the Agenda: Supervisor Hoffman stated to add an item under New Business Item E A new furnace in the office part of the township hall. A **Motion** by Cervone to adopt the agenda as amended. **Supported** by Smith. 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 14, 2019 Regular Board Meeting minutes: Motion by Cervone to approve the Regular Board Meeting minutes as presented. **Supported** by Schaller. All in favor. Motion Carried.

Correspondence was reviewed:

Clerk Collins stated that she had received a DEQ permit for a riprap shore protection this permit is on file in the clerk's office. Also received a letter about the point of sale septic inspection program. Right now the Point of Sale still stands, but watch for future updates.

Assessor's report:

From: Sally Akerley, MAAO
810 Cottageview Dr, Suite 301, Traverse City, MI 49684
231.499.7682
sallyannakerley@yahoo.com
Subject: Assessor Report

UPDATE ON PRIOR ISSUES:

DONE- Deed entries are up to date
DONE- Hennrick MTT appeal
DONE-Illegal Land Division @ 026-015-00 (Hopkins/Domine)

New construction projects are still under review. This includes not only current (2019 issued permits) but also prior years to be sure nothing is missed. Many of the 2018 permits were not site inspected. I performed an audit of the prior 5 years and am working to make sure everything permitted in that time frame has been examined and brought to the roll. Note- some construction projects are ongoing for

several years and need to be visited several times over the course of several years. That is the reasoning for the deeper, multi-year audit. I am finding this to be a worthwhile project.

March board of review alternate: Townships are allowed 2 alternate board of review members. Currently, we only have one. Perhaps an advertisement in the newspaper or an insert in a tax bill/newsletter would elicit some response.

December Board of Review:

Will meet Friday December 13th at 10:00 am. The clerk will post the public notice of the meeting and I will contact the members to alert them to the dates and times.

March Board of Review:

Will meet as follows:

Organizational: Tue Mar 3rd: 1:00 pm

Public Appeal Day 1: Wednesday Mar 11th: 9am-3pm (the assessor will NOT be at this meeting)

Public Appeal Day 2: Thursday Mar 12th: 3pm-9pm (the assessor WILL be at this meeting)

The clerk will post the public notices of the meetings and I will contact the members to alert them to the dates and times.

2 Land Divisions were processed this month:

2019-002 (Metcalf)

2019-003 (Miller)

Committee Reports:

(A) Planning & Maintenance-Trustee Schaller reported that the Veterans Flags were placed in the cemetery for Veterans Day, but will be removed before the snow gets too deep. The bathrooms at Sands Park will be closing on November 15, 2019 for the season. The dock will be removed at Sands Park soon.

(B) Fireboard –Supervisor Hoffman presented the minutes for the November 6, 2019 Fire Board Meeting and it showed that there were 15 Fire runs and 14 Rescue runs for the month of October. Frederic ALS had 32 calls, 10 transported to Kalkaska, 9 to Munson, 2 to Grayling, 0 inter-facility transfers, 3 Cancelled, 7 Refusal. A complete copy of the minutes are on file in the clerks' office.

(C) Road Commissioners Meeting – Trustee Cervone stated that she attended the Road Commission meeting. Trustee Cervone's report follows:

Road Commission Update 11/11/19

The Tower RD culvert project, which is being completed by Matt's Construction, was being worked on at the beginning of November. The Road Commission stated the road was being closed for this project on November 1st. I will follow-up with J. Rogers at the Road Commission meeting on November 13th to determine if they are complete.

I will also follow-up on the following items:

1. Engineering Study for Shore Dr. NE

2. Guidelines for culverts (what determines the use, size, length)

Also, as a reminder, I will not be at the Township Board meeting during the month of December. Nor will I be able to attend the Road Commission meeting that month which is scheduled for December 11th. However, I will send an update to the clerk from the November 13th Road Commission meeting.

(D) Sheriff Department – Our Township liaison is Deputy Ben Hawkins please contact the Township with any ordinance violations and officer Hawkins will be notified. Or call 231-258-3319 Ext. 2413 to leave a message for Officer Ben Hawkins. Officer Hawkins report stated that he handled 6 Civil complaints, 0 Township Ordinance, 0 Property checks, 3 Misdemeanors, and 1 Felony for the month of October. A copy of Officer Hawkins report is on file in the Clerks' office.

(E) County Commissioner – Leigh Ngirarsaol was in attendance and stated that the Point of Sale ordinance was still in limbo right now. The County is trying to decide what to do next. Watch for any updates about this issue. The Kalisuem is in the planning stages and more information will be reported as decisions are made. Treasurer Smith asked what is being done at the animal control building and Leigh stated that they have redone the floors added new doors and are in the process of purchasing new cat cages.

(F) Hospital Board – Supervisor Hoffman stated everything is going good at the hospital and the new Medical Pavilion has officially opened. The next Community Sharps Disposal day will be on December 3, 2019 from 1:30-3:30 p.m.

Treasurers Report:

Treasurer Smith presented the monthly reconciliation report for the month ending October 31, 2019. The report showed that there was \$432,479.85 in the various Bank accounts, \$0 in the Forest Area Federal CU account was closed, \$10,736.77 in the Building Fund at Chemical Bank, and \$15,548.99 in the Tax account at Chemical Bank and \$200.00 in the Cash on hand Fund. A **Motion** by Collin to accept the Treasurer's report as presented **Supported** by Schaller.

PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda): 7:26 None heard.

Old Business: None

New Business:

(A) **Look over and approve the December Board of Review Posting and approve the clerk to publish AD in paper-** A **Motion** by Hoffman to Post and publish the December Board of Review meeting. **Supported** by Smith. All in favor. Motion carried. It was also suggested to publish this on our Website as well.

(B) **Appoint Alternate Board of Review Member-** A **Motion** by Supervisor Hoffman to appoint Melanie Pauch to be the alternate on the Board of Review. **Supported** by Smith. All in favor. Motion Carried

(C)Approve signing of corrected Law Enforcement Contract- Clerk Collins stated this

was just a formality that the County of Kankaska's attorney found an error on the contract we signed last year for our Ordinance Officer. A **Motion** by Collins to sign the New updated contract. **Supported** by Cervone. Roll call vote: Hoffman, yes, Smith, yes, Collins, yes, Schaller, yes, Cervone, yes. Motion Carried.

(D)Look over and Approve service contract on Election Equipment- Clerk Collins presented to the board a service contract for service on the new election equipment. After a brief discussion a **Motion** by Cervone to approve the Service Contract for the election equipment. **Supported** by Smith. Roll call Vote Smith, yes, Collins, yes, Hoffman, yes, Schaller, yes, Cervone, yes. Motion Carried.

(E)Approve purchase of New Furnace for Office side of Township Hall-Clerk Collins stated that the Furnace stopped working in the office side of the Township Hall. A call was placed into Moore Heating and they came out and red tagged the furnace. The basement was full of carbon monoxideand the sensor in the furnace shut down the furnace. Moore Heating quoted a price of \$3,800.00 to replace the furnace but there may be other expenses that will have to be covered. A **Motion** by Collins to approve the purchase of a new furnace for the Township Hall with the cost not to exceed \$4,000.00. **Supported** by Hoffman. Roll call vote Collins, yes, Hoffman, yes, Smith, yes, Schaller, yes, Cervone, yes. Motion Carried. Collins also stated that the air conditioning unit is as old as the furnace and should we have it replaced too? After a brief discussion a **Motion** by Schaller to approve \$3,500.00 for the purchase of a new air conditioner if Moore Heating thinks it is necessary. **Supported** by Cervone. Roll call vote Hoffman, yes, Schaller, yes, Cervone, yes, Smith, yes, Collins, yes. Motion carried.

Approval of Bills:

Bills were reviewed. The total of the bills to be paid is \$31,538.41. A**Motion** by Smith to approve paying the bills as presented. **Supported**by Hoffman. Roll Call vote Hoffman, yes, Smith, yes, Collins, yes, Schaller, yes, Cervone, yes.Motion Carried.

Public Comment: Started at -7:43-A resident wanted to know if any other company did service on election equipment. Clerk Collins stated that we have to use state certified service people. The other question was if we do replace the air conditioner to make sure we get the same size as we have now.

Adjournment:

Motion to adjourn at 7:45 p.m. by Smith. **Supported** by Cervone. All in Favor.

Cheryl Collins
Coldsprings Township Clerk

