

**APPROVED MINUTES  
COLDSPRINGS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571  
MONDAY JANUARY 13, 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, and Trustee Schaller and Trustee Cervone. Eight members of the public were present. Also, present Kalkaska Sheriff Pat Whiteford and Deputy Ben Hawkins.

**Adoption of the Agenda:** Supervisor Hoffman wanted to add another item under new business item E Look over and approve the new 2020 agreement for law enforcement service. A **Motion** by Schaller 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 December 9, 2019 Regular Board Meeting minutes: Motion** by Smith to approve the Regular Board Meeting minutes as presented. **Supported** by Collins. Trustee Cervone abstained from the vote due to being absent last month. All in favor. Motion Carried.

**Correspondence was reviewed:**

Collins have received bills from township attorney in regards to Manistee Lake Board review. Needs clarification as to who/whom to invoice for attorney fees related to Manistee Lake Board. Mr. Phillips first inclination is that the Manistee Lake Board is not responsible for the fees. He will raise question with Tony. Collins also requested the Manistee Lake Board send her minutes related to the lake improvement assessment.

**Assessor's report:**

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Memorandum  
January 1, 2020

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

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Happy New Year!

The December board of review took place on Friday December 13, 2019. The board processed 14 petitions. There were no petitioners present, as these were predominantly late filed "homesteads", clerical errors and disabled veteran exemptions.

As a reminder, the annual assessment change notices will be prepared shortly. A 12/22/19 memo was submitted to the clerk and will likely be in this month's packet. A check for postage is necessary, in the amount of \$ 900.05, payable to KCI Communications (our processing vendor) and MAILED TO THE ASSESSOR AT THE ADDRESS ABOVE.

3 Land Divisions/Lot line adjustments/Combinations were processed this month:

2019-005 (Mulloy)

2019-006 (Gusweiller)

2019-007 (Gerber)

Personal Property Statements have been mailed to all commercial entities operating in the township. The due date back to the assessor's office is February 20, 2020.

All new construction has been measured and inventoried for the 2019 year.

Permits are required for most projects. If construction is occurring without a permit, please contact me so that I can perform a site inspection and bring the value onto the assessment roll.

Please contact me if you have any questions or concerns.

### **Committee Reports:**

- (A) Planning & Maintenance-Trustee Schaller reported EPS Security completed their annual inspection of the camera system at Sands Park and system passed. Heater has been turned on in the shed to help keep equipment healthy during the winter months.
- (B) Fireboard –Supervisor Hoffman presented the minutes for the January 8, 2020 Fire Board Meeting and it showed that there were 7 Fire runs and 13 Rescue runs for the month of December. Frederic ALS had 32 calls, 5 transported to Kalkaska, 10to Munson, 4 to Grayling, 0 inter-facility transfers, 3 Cancelled, 7 Refusal, 3 DOA.A complete copyof the minutes is onfile inthe clerks' office.
- (C) Road Commissioners Meeting – The Road Commission Meeting for this month will be held on January 15, 2020. Since I have been out of town, I will address the following topics with J. Rogers at that meeting.
  - a. Results of the Engineering Study for Shore Dr. N.E.
  - b. Updated Road Commission minutes on their website
  - c. Obtaining information from the Road Commission for the Coldsprings Township Newsletter
  - d. Schedule a meeting with J. Rogers, Ray Hoffman (Coldsprings Township Supervisor) and myself to discuss 2020 plan of Culvert Road
- (D) Sheriff Department – OurTownship liaison is Deputy Ben Hawkins please contact the Township with any ordinance violations and officer Hawkins will be notified. Or call

231-258-3319 X 2413 to leave a message for Officer Ben Hawkins. Officer Hawkins report stated that he handled 3 Civil complaints, 0 Township Ordinances, 16 Property checks, 2 Misdemeanors, and 0 Felony for the month of December. A copy of Officer Hawkins report is on file in the Clerks' office.

(E) County Commissioner – Commissioner Ngirisol reported no new news regarding the septic ordinance. Kaliseum project is still ongoing. Discussion on what to do with the County Annex Building has begun. It will need a new roof and there is quite a bit of upkeep.

(F) Hospital Board – Supervisor Hoffman stated everything is going good at the hospital. The hospital would like to have any complaints reported. They are striving for a 100% satisfaction rate.

### **Treasurers Report:**

Treasurer Smith presented the monthly reconciliation report for the month ending December 31, 2019. The report showed that there was \$321,321.41 in the various Bank accounts, \$10,738.56 in the Building Fund at Chemical Bank, and \$202,894.90 in the Tax account at Chemical Bank and \$200.00 in the Cash on hand Fund. A **Motion** by Clerk Collins to accept the Treasurer's report as presented. **Supported** by Trustee Schaller.

**PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda):** 7:15 None heard.

**Old Business:** None

### **New Business:**

(A) **Approve and Adopt Poverty Exemption Resolution for 2020-** A **Motion** by Supervisor Hoffman to approve and adopt the Poverty Exemption and application format for 2020. **Supported** by Treasurer Smith. All in Favor. Motion Carried.

(B) **Approve the Mancelona Public Schools Annual Agreement-** A **Motion** by Trustee Cervone to approve the Mancelona Public Schools Annual Agreement. **Supported** by Treasurer Smith. All in Favor. Motion Carried.

(C) **Approve BOR Review Members: Gerald Gancer, Melanie Pauch, Deborah Schaller, Roger Smelker, Paul Standen-** A **Motion** by Clerk Collins to approve the BOR Review Members. **Supported** by Trustee Cervone. All in Favor. Motion Carried. All members must be sworn in by January 16, 2020.

(D) **Remind Board Members to Provide Budget Input a Week Before the February Board Meeting**—Cervone to contact Road Commission to discuss road and needs to include in budget. Schaller to discuss maintenance needs with Joe.

(E) **Agreement with Kalkaska County Sheriff** – No changes, monetary amount the same. A **Motion** by Supervisor Hoffman to approve the 2020 Kalkaska County Sheriff Agreement. **Supported** by Treasurer Smith. All in Favor. Motion Carried.

**Approval of Bills:**

Bills were reviewed. The total of the bills to be paid is \$24,549.37. A **Motion** by Treasurer Smith to approve paying the bills as presented. **Supported** by Trustee Schaller. Roll Call vote Hoffman, yes, Smith, yes, Collins, yes, Schaller, yes, Cervone, yes. Motion Carried.

**Public Comment: Started at –7:28**—A resident asked how the new server equipment is working. Response is the new system is working well. Statement by Supervisor Hoffman that unfortunately the township needs to invest in a reliable IT support group due to the threat of malicious hackers and viruses. He feels current IT Support is doing a wonderful job and is very responsive to the needs of the township.

A resident asked if the snakes have been removed. There has been no response to calls to exterminators made by the Clerk. Resident may have some leads and will relay contact information once he obtains.

A resident asked what is KCI? KCI is a printing and mailing service utilized by the township to print and mail out tax bills and assessments.

Sheriff Whiteford provided a summary of the projects the Kalkaska County Sheriff's Department have been working. A summary of the new Commissary Services and LEMS Software purchase was presented.

A resident questioned the Sheriff regarding Marijuana Testing, currently there is zero tolerance in THC levels when operating a vehicle.

Discussion on breathalyzer inaccuracies report that came out recently

**Adjournment:**

**Motion** to adjourn at 7:47 p.m. by Treasurer Smith. **Supported** by Trustee Cervone. All in Favor.

Cheryl Collins  
Coldsprings Township Clerk