

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
HELD ELECTRONICALLY VIA ZOOM
MONDAY, NOVEMBER 9, 2020 7:00 P.M.**

APPROVED
Murray

Supervisor Hoffman called the meeting to order at 7:00 p.m.

Board members present at roll call were Supervisor Hoffman, Clerk Gentelia, Treasurer Smith, Trustee Schaller and Trustee Delaney. Nine members of the public were present, including Deputy Ashley Van Sloten, Township Assessor Sally Akerley, Kalkaska Public Schools Superintendent Terry Starr and Sheriff Whiteford

Adoption of the Agenda: A **Motion** by Hoffman, **second** by Delaney, to adopt the agenda as presented. A roll call vote was taken: Ayes – Schaller, Delaney, Smith, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried.

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

None were presented.

Approval of Minutes from the October 12, 2020 Regular Board Meeting and October 12, 2020 Punch and Judy SAD Public Hearing: **Motion** by Smith, **second** by Delaney, to approve the Regular Board Meeting minutes and the Public Hearing as presented. A roll call vote was taken: Ayes – Delaney, Smith, Gentelia, Hoffman, Schaller; Nays – None; Absent – None. Motion Carried.

Correspondence:

(A) Backflow Test Results – Send to Fire Department

(B) Discussion on Security Monitors for Treasurers Office

- a. Motion by Schaller, support by Delaney, to add a monitor in the Treasurers Office on the counter
- b. A roll call vote was taken: Ayes – Schaller, Delaney, Smith, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried

(C) Supervisor Hoffman briefly reviewed email from Hospital CEO. COVID cases increasing and hospital is doing everything needed to provide services.

Assessors Report:

Memorandum

November 1, 2020

To: Coldsprings Township Board
From: Sally Murray, MAAO
810 Cottageview Dr, Suite 301, Traverse City, MI 49684
231.499.7682
SallyAnnMurray8120@gmail.com
Subject: Assessor Report-November 2020

The Special Assessment parcels have been delivered to the County Treasurer, for inclusion in the winter 2020 tax billing cycle. These would include: Manistee Lake Improvement Board; PJ & SH Snowplowing and Maple Valley Snowplowing.

The winter warrant has been signed and submitted to the township treasurer.

The designated assessor topic is still an outstanding issue. At this point in time, I've provided you multiple reports and resources. I believe the Kalkaska County Board of Commissioners was seeking qualified applicants until 10/31. I will keep you posted as best I can. Feel free to contact your commissioner directly if you have any questions. To reiterate, the position needs to be filled and a Kalkaska County-wide interlocal agreement signed by 12/31/2020. If we don't appoint this position, one will be assigned to Kalkaska County by the Michigan State Tax Commission. Expect to see an interlocal agreement come before you for signature as early as your November meeting, but definitely by the December meeting. If you have question—please reach out. Do not risk delaying the process.

20% Field inspection is complete and field inspection for new construction will begin immediately. Please be aware that not every taxpayer secures appropriate permits. If you see construction occurring and a permit has not been issued, please contact me. I cannot be everywhere at all times. Tips to my office will remain anonymous.

The December Board of Review will meet Tuesday December 15 at 5:00pm to correct clerical errors and mutual mistakes of fact. These meetings are generally very brief and are typically reserved for late filed "homesteads" and other miscellaneous administrative issues.

In case you haven't already heard, PA 206 of 2020, House Bill No. 4851 has been signed into law. It expands the definition of a qualified error to allow the processing of veteran's exemptions as qualified errors for the current and immediately preceding year. The actual language of the act is

"(8) As used in this section, "qualified error" means 1 or more of the following:

(i) An issue beyond the control of a disabled veteran or his or her unremarried surviving spouse that causes a denial of an exemption under section 7b. An issue beyond the control of a disabled veteran or his or her unremarried surviving spouse means an error made by the local tax collecting unit in the processing of a timely filed exemption affidavit or a delay in the determination by the United States Department of Veterans Affairs that a veteran is permanently and totally disabled as a result of military service and entitled to veterans' benefits at the 100% rate."

Please note that this does not allow for the processing of exemptions in the case the veteran just forgets to timely file.

Contact me if you have questions or concerns.

Sally

Committee Reports:

(A) Planning & Maintenance: Trustee Schaller reported

- a. Unsuccessful in reaching Jose, his cell is not working, left message at home phone, we will check in on him at home if he doesn't answer soon. We want to ensure he is okay. Highly unusual for him not to respond.
- b. Township Hall
 - i. Schaller will remove flags from cemetery
 - ii. Mailbox was water-proofed
 - iii. Columbarium has been installed
 1. Would be a good idea to add a bench and flower pots
 2. Will work with clerk on pricing
- c. Park
 - i. Tree removal almost complete
 - ii. Dock has been removed
 - iii. Township leaf blower will be stored at the park for the winter
 - iv. 15 new trees planted, looks great
 - v. Will close and lock bathrooms November 15 and open again April 30, 2021

(B) Fireboard: Supervisor Hoffman presented the minutes for the November 4, 2020 Fire Board Meeting. Meetings are still being held outside in the parking lot. There were 6 Fire runs and 20 Rescue runs for the month of September. Frederic EMS had 51 calls, 26 Fire. Kalkaska EMS Visit, Blue Lake is now using Kalkaska EMS. Fire Chief is purchasing new truck, Dept is now fully staffed. The Fire Hall is currently closed to the public. A complete copy of the minutes is on file in the clerks' office.

(C) **Road Commission:** Trustee Delaney attended.

**Road Committee Report
Coldsprings Township Board Meeting
November 9, 2020**

1. The most recent Kalkaska County Road Commission meeting was held on October 14, 2020.
 - a. I asked the Road Commission to inspect the guardrail on Twin Lake Road just west of Davis Road. Apparently, vehicles have hit the guardrail and it may need repairing.
 - b. The Board had preliminary discussions about the 2021 budget. This is all very tentative due to COVID impact on budget. KCRC funds are down \$336,000 y-t-d but has been improving the last few months. Had to cut road projects this year in order to balance budget.
 - i. Topping the list is fixing the closure of County Road 571 due to flooding. Have approximately \$730,000 in federal, state and county funds. Unable to determine if that is enough funding since we don't know yet what the exact fix will be. Complicated situation with input needed from many parties.
 - ii. County Road 612 for ½ mile from Crawford Lake intersection to Pothole Corners. Engineering contract was approved earlier today.
 - iii. KCRC expects to have \$100,000 for Township Road projects to be awarded as 80/20 match. First come, first serve.
 - iv. It is not expected to be part of the 2021 budget, but the KCRC would like to do a "wedge and cap" on 612 from E. Shore Drive to Bear Lake Road. That section has become very rough and sides of road have deteriorated. Estimated cost is \$125,000 per mile.
 - c. KCRC is having an Open House on Wednesday November 11th from 9 a.m. to 2:30 p.m. See attached flyer. Tour facility, meet driver for township, refreshments, etc.
2. On 10/25/2020 I responded to an email from a Shore Road resident regarding potential Shore Road repairs.

Rick Delaney
Coldsprings Township Trustee

(D) **Sheriff Department:** Deputy VanSloten was in attendance

- a. Reported 0 Felonies, 2 misdemeanors, 9 civil, 19 Property Checks.
- b. Citations
 - i. Property on Partridge Road – warrant requested on property owner due to non-compliance with citation
 - ii. Junk on 612/Sands park, made contact with renter and owner. Owner expected to get a dumpster this week to clean up property
- c. A copy of Officer VanSloten's report is on file in the Clerks' office.

(E) **County Commissioner**

- a. County working on budget
- b. State Financing will be the same as last year
- c. Kaliseum Millage passed
- d. MERS requesting \$12-13,0000 more a month to fund pension plans
- e. Will check on Designated Assessor
 - i. Kaliseum Steering Committee - Are there any recommendations
 - ii. Haven't met since spring
 - iii. Not aware of any recommendations
 - iv. Hospital is still interested

(F) **Hospital Board:** Supervisor Hoffman the Board met on Sept 22

- a. Board still working on their by-laws
- b. Doing well with Quality and Safety

Treasurers Report:

- Various Accounts Balance - \$479,085.88
- General Fund Balance - \$351,711.83
- Tax Account Balance - \$112.90
- Cash on Hand - \$200.00

Motion by Trustee Delaney, **supported** by Trustee Schaller, to accept the Treasurers' report as presented. A roll call vote was taken: Ayes – Smith, Gentelia, Hoffman, Schaller, Delaney; Nays – None; Absent – None. Motion Carried

PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda): None

Old Business: None

New Business:

(A) **Consider Request from Newly Elected County Commissioner Bob Baldwin to use Township Hall for Periodic Open Meetings with District 2 Constituents:**

- a. We open hall
 - i. Evening – would need to have someone open/close building
 - ii. Cleaning and disinfecting hall after each use
- b. Suggestion by Bob
 - i. Quarterly basis
 - ii. 30 minutes before Board Meeting
 - iii. 1st month of each quarter – Jan, April, July, September
- c. Bob to get with Gayenell to schedule after COVID restrictions

(B) **Consider Approving the Kalkaska Public Schools Annual Agreement:**

- a. Township is paid administrative fees by school district
- b. Agreement formalizes the process
- c. Must be approved annually
- d. **Motion** by Gentelia, **second** by smith, to approve the Annual Agreement with Kalkaska Public Schools. A roll call vote was taken: Ayes – Hoffman, Schaller, Delaney, Smith, Gentelia; Nays – None; Absent – None. Motion Carried.

Approval of Bills:

Bills were reviewed. The total of bills to be paid is \$29,786.27, including the Charter bill that has not yet been received. A **Motion** by Smith, **Second** by Schaller, to approve paying the bills as presented. A roll call vote was taken: Ayes – Schaller, Delaney, Smith, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried.

Public Comment: Started at – 8:02

- Melanie, Veterans Office, Happy Veterans Day to all Veterans. With COVID, celebrations have been cancelled, but in no way should diminish the appreciation we all have for our Veterans
- Bob – Looking forward to serving on County Commission. Bob to send contact information to Gayenell to forward to Board
- Sheriff Pat Whiteford – Applied Payroll Reimbursement, submitted check for \$1,190.88 for April and May to Treasurer

- Superintendent, Kalkaska Public Schools, Terry Starr
 - Last meeting, COVID had not hid the school, yet, it is now affecting KPS
 - Handed out information for Trustees
 - School Board in planning for a potential bond for the May 2021 election
 - An extension of current bond
 - 3.72 for 6 more years
 - 3.10 for following years
- Hospital is interested in leasing a portion of the Kaliseum to expand its PT facility
- Schaller – Jose is fine, he just texted and he's in Grand Rapids
- Once County certifies elections, Board members must be sworn in by Jan 1, 2021

Adjournment:

Motion to adjourn at 8:12 p.m. by Smith. **Second** by Hoffman. A roll call vote was taken: Ayes – Hoffman, Gentelia, Smith, Schaller, Delaney; Nays – None; Absent – None. Motion Carried.

Next meeting Monday, December 14, 2020

Gayenell Gentelia
Clerk, Coldsprings Township