

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
HELD ELECTRONICALLY VIA ZOOM
MONDAY June 8, 2020 7:00 P.M.**

APPROVED
July 13, 2020 gk

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 Cervone. Four members of the public present and Township Assessor Sally Akerley

Adoption of the Agenda: Supervisor Hoffman request to amend the agenda to include Cervone Resignation Letter to New Business (E), Clerk Gentelia requested to add Request from Punch & Judy Residents to being process for Special Assessment District to New Business (F). A **Motion** by Schaller, **supported** by Smith, to adopt the amended agenda as presented. 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 May 11, 2020 Regular Board Meeting: **Motion** by Smith, **supported** by Schaller, to approve the Regular Board Meeting minutes as presented. A voice vote was taken. All Ayes. Motion Carried.

Correspondence:

- Received a correspondence from Beckett & Raeder on behalf of the Village of Kalkaska informing us the Kalkaska Village Council adopted an amended Master Plan on March 9, 2020. The amended Master Plan can be accessed online at <https://kalkaskavillage.com/>. A hard copy can be requested at the Village Office.
- Mancelona Hardware & Rental has sold to the Morgan Family of Gill-Roy's Got-It Hardware Stores.
- We received a copy of the Resolution Number 2020-16, Move Kalkaska County Forward, from the Kalkaska County Board of Commissioners

Assessors Report:

Memorandum

May 23, 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-June 2020

Interesting times continue!

Understandably, we are all getting weary of covid-19 materials. Below is some information as it relates to assessment administration.

The covid-19 outbreak was reaching a head as March board of review meetings were concluding. Some municipalities were unable to complete their session hours per statute. In response, Governor Whitmer enacted Executive Order 2020-87. The Michigan Tax Tribunal issued a response to EO 2020-87.

Both are outlined below. I have embedded the links in this communication, assuming the clerk will convey this report to you electronically:

Governor Whitmer's Executive Order 2020-87, boards of review meeting in July will also meet to hear assessment protests for individuals who were not able to file protests in March.* Additionally, the May 31 jurisdictional deadline to file a petition with the Michigan Tax Tribunal to challenge assessment determination to properties classified as commercial real property, industrial real property, developmental real property, commercial personal property, industrial personal property or utility personal property is extended to July 31. This Order, however, **does not change** or otherwise affect the July 31 jurisdictional deadline for assessment disputes of property classified as agricultural real property, residential real property, timber-cutover real property or agricultural personal property.

To view the Executive Order, click the following link: [EO 2020-87 Emerg Order-Board of Review.pdf](#)

* The Michigan Tax Tribunal's Response to Governor Whitmer's Executive Order 2020-87, dated May 15, 2020 clarifies this further...EO 2020-87 "provides the July Board of Review authority under MCL 211.30 for local units of government where March Boards of Review were not able to complete the duties set forth in sections 28, 29, or 30 of the General Property Tax Act, MCL 211.28-30, due to COVID-19 related delays. Follow link: [MTT May 15 2020 Response to EO 2020-87](#)

The Covid-19 outbreak was occurring near the end of the week that we were hearing March board of review appeals. **Coldsprings Township successfully concluded our hearings and our hours were not abbreviated or impacted by Covid-19.** My interpretation is that this would not apply to our municipality but I would suggest we **consult our legal counsel for interpretation and direction.**

As always, feel free to contact me if you have questions or concerns.

Stay Safe, Everyone!

Sally

Committee Reports:

- (A) **Planning & Maintenance:** Trustee Schaller thanked Supervisor Hoffman for his help with removing the two large posts at the dock. Buoys are in as of Friday, June 5. We are completing the DNR/DTE Tree Grant for submission by June 15. The grant will be for the replacement/planting of 15 trees this fall, we are also still accepting donations for trees to be planted. 2 trees are being removed along Manistee Lake. We will continue to look into additional grants to replace the trees lost from Oak Wilt at Sands Park.
- (B) **Fireboard:** Supervisor Hoffman presented the minutes for the June 3, 2020 Fire Board Meeting. Meetings are still being held outside in the parking lot. There were 14 Fire runs and 16 Medical runs for the month of May. Frederic ALS had 33 calls, 4 to Grayling, 8 to Kalkaska, 11 to Munson, 0 inter-facility transfers, 1 Cancelled, 9 Refusal. 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: Update 06/08/2020**

Pending Issues – Just to recap a few things. In January, Ray and I met with J. Rogers and Jeff regarding our plan to do maintenance on Covert Road between Cunningham and Twin Lakes Road according to our three-year plan. Covert Road was part of the plan since the inception of the Township Road Maintenance Millage. At that time the estimation for the 2.5-mile project was approximately \$100,000. During the winter, J. Rogers had Todd’s Welding give a rough estimate for the same work and that came in at \$400,000+. We then decided to wait until Spring to get an accurate price on the work. Well, then Co-VID hit and this estimation has not gone forward.

In the meantime, residents on Twin Lakes and Starvation Lake are becoming more and more concerned with the breakdown of those roads due to the closure of Co. RD 571. To date, as of the last Road omission meeting, the Road Commission has no plan for Co. RD 571.

Also, two residents have contacted me about Shore RD NE and the standing water that continues to plague that road. This is the road we had the engineering study on that estimated the repair at \$181,600.

I believe these two situations are our biggest concerns in the Township and should be at the forefront of our discussions with the Road Commission. Twin Lakes, Barnhardt and Starvation Lake are main roads in our Township, but the breakdown is being caused by the detour due to 571. Co. RD 571 is the 2nd busiest County Road and having that traffic placed on to these secondary roads will continue to breakdown these roads.

With Shore RD NE, I do not have an answer, but I do believe we should try to find a solution.

With that, a follow up on a few items in last month’s action items.

1. A discrepancy in a bill received and paid to the Road Commission regarding the Engineering study on Shore Dr. NE. – **this has been taken care of and the Township has received payment**
2. A possible additional stop sign for the southeast corner at the intersection of Co. Rd 612 and Co. Rd 571 (by State RD). – **an additional stop sign has been installed**

Again, I would like to thank you for allowing me to be part of this board. When/if you decide to appoint someone or after the upcoming election, I will be available to bring that person up to speed on these issues.

- (D) **Sheriff Department:** No Report, per Supervisor Hoffman, working on blight issues. Scrap yard not yet open and some of the remaining items may need to be taken to the scrap yard. Starvation Road and Twin Lake Road blight properties clean-up is coming along, too.
- (E) **County Commissioner:** Leigh Ngirarsaol was not in attendance, but contacted Supervisor Hoffman with her update. Renewal Millage for Kaliseum will be on the August ballot. All departments are watching their budgets due to expected shortfall from COVID-19. The building and services are slowly reopening.

- (F) **Hospital Board:** Supervisor Hoffman stated all departments are opening slowly. They are doing what they can to see patients and follow CDC guidelines. Clinics are open by appointment only and admitting patient with appointment into the clinic. The hospital is trying to get back to normal

Treasurers Report:

- Various Accounts Balance - \$538,666.73
- General Fund Balance - \$10,742.01
- Tax Account Balance - \$211.03
- Cash on Hand - \$200.00

Motion by Trustee Cervone, **supported** by Trustee Schaller, to accept the Treasurers' report as presented. All in Favor, Motion Carried

PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda):

- Bob Baldwin conveyed his appreciation of Trustee Lynnette Cervone. Hope to see her again.
- Frank – Punch & Judy Drive is requesting another 5-year extension on the Special Assessment District for snow-plowing. It has been working really well and they would like to continue.

Old Business: None

New Business:

- (A) **COVID-19 Preparation:** Reopening of the Township Hall will require a COVID-19 Preparedness and Response Plan. Clerk has prepared a plan and reviewed it with board. All Employees and visitors to the hall must follow CDC Guidelines upon entering the hall. Masks will be available for employees and visitors and hand sanitizers will be placed in front of service window and inside hall. Sneeze guards have been ordered for the Clerk and Treasurers service window and will be installed prior to reopening. Currently, the plan is to open up the Township Hall for public business on Monday, July 6, 2020. A copy of the plan can be obtained from the clerk via email, clerk@coldspringstwp.com or in person after Monday, July 6.
- (B) **Review Audit Letter Regarding FY 20/21 Projects:** Reviewed FY 20/21 projects and Supervisor Hoffman has prepared the letter for the auditors. Clerk Gentelia will email to the auditors in the morning.
- (C) **Open Bids for Re-Stripping of Sands Park:** We did not receive any bids, will table until the next meeting.
- (D) **Open Bids for Asphalt Patching at Sands Park:** We did not receive any bids, will table until the next meeting.
- (E) **Cervone Resignation Letter:** Trustee Cervone has sold her house and is moving outside of Coldsprings Township. Her resignation letter is available at the clerk's office.
Motion by Gentelia, **supported** by Smith, to accept Trustee Cervone's Resignation from the Board. All Ayes, Motion Carried. Supervisor Hoffman thanked Trustee Cervone for her service to the township including serving on the Parks & Rec Committee, Board of Review and on the Board. She will certainly be missed.

(F) Request from Punch & Judy Resident to begin process for Special Assessment for Snow Plowing: Motion by Hoffman, **supported** by Smith, to begin the Punch & Judy Special Assessment Process. All Ayes, Motion Carried.

Approval of Bills:

Bills were reviewed. The total of bills to be paid is \$25,101.92 including the Charter and Great Lakes Energy bill that has not yet been received. A **Motion** by Smith, **supported** by Schaller, to approve paying the bills as presented. A roll call vote was taken; Ayes – Gentelia, Smith, Schaller, Cervone and Hoffman; Nays – None; Absent – None. Motion Carried.

Public Comment: Started at –7:48 –

- Calls regarding high water in homes, should they call Assessor for re-sassessent.
 - Assessor commented she has
 - Looked for bonafide losses in the township
 - Monitoring properties with home owner
 - Generalize water levels
 - No beach, does it reduce property value
 - Reduction in value will translate in sales which will translate to reassessment
 - Request for Assessor to be a resource for concerned property owners, for pressing issues contact the Assessor
- Discussion on 571 road closure
 - Resident offered to the Road Commission to use the drain code to remedy issues
 - Expensive and no interest from the Road Commission
 - Twin Lake is also under water
- Trustee Cervone was unable to remove herself from the ballot
 - Write-ins deadline is July 22
 - Board of Canvassers would disqualify Cervone since she is no longer a resident of the township
 - Next with most votes would receive the seat
 - Will contact MTA if we should appoint someone before the elections
- Supervisor Hoffman will assume the Road Commission role until position is filled
- Dawn Moses stated she is a candidate for County Commissioner
 - Returning resident
 - Recent empty nester
 - Has served on the following Boards: Fair, Library, Conservation District
- Bob Baldwin
 - Attends Road Commission meetings for Rapid River Township
 - Can help keep us informed with Cervone resigning
- Rick Delaney
 - Interested in serving on the Board
 - Will be filing as a Write-In Candidate
 - Clerk will send application to Rick

- Rick would like to be appointed to the Board
- Frank – would like to thank the board for taking the time to serve the community and approve his request to begin the P&J Special Assessment process
- Cervone would like to have the Board continue with the discussion with Rapid River Township on Best Practices and to see if there are any opportunities for partnering on road projects to fix roads with a cost savings for both townships. Supervisor Hoffman will assume the role. He will need to work with the Road Commission to coordinate effort between the townships and the commission.

Adjournment:

Motion to adjourn at 8:08 p.m. by Smith. **Supported** by Gentelia. All in Favor.

Gayenell Gentelia
Clerk, Coldsprings Township