**Green Lake Township Regular Board Meeting**

**Minutes**

**September 12, 2023**

**CALL TO ORDER**: Called to order at 5:30 p.m. by Supervisor Radtke.

**ROLL CALL**: Radtke, West, Kramer, Marek, McDonald, Bieganowski, Biondo. Also present, Recording Secretary Mary Jo Barck.

Radtke reminded the audience to turn electronic devices to vibrate or silent.

**PLEDGE**: Was recited.

**APPROVAL OF AGENDA**:

**Motion by Marek, supported by West to approve the Agenda as presented. Radtke asked if members had any additions or deletions. Hearing none, motion carried unanimously, voice vote, 7-0.**

**APPROVAL OF CONSENT AGENDA**: **Radtke polled the members, staff and audience if there were items to be pulled from the Consent Agenda. Motion by Kramer, supported by West to approve the consent agenda as presented. Roll call vote: West – yes, McDonald – yes, Marek – yes, Kramer – yes, Biondo – yes, Bieganowski – yes, Radtke – yes. Motion carried 7-0.**

**DECLARATION OF CONFLICT OF INTEREST:**

None on this date.

**REPORTS**:

DEPUTY NOFFKE, COMMUNITY POLICE OFFICER:

Not available on this date.

CHIEF DARYL CASE, GREEN LAKE TOWNSHIP EMERGENCY SERVICES:

Written report provided. Highlights included the ICA concerts wrapping up for the year, utilization of the drone to assist TC Tourism with International Fireworks Competition and sending additional EMS staff to help with Iceman Race coverage in Benzie County.

ROAD COMMISSION:

Not available on this date.

COMMISSIONER REPORT:

Not available on this date.

TOWNSHIP HALL: Jennifer Graham, GFA Engineering

Ms. Graham, as directed at the last meeting, prepared an RFP for roof replacement and distributed to qualified roofing contractors. Five proposals were received, a lot of interest. Ms. Graham recommends Springfield Roofing. Springfield provided an in-depth review, including core samples, indicating wet insulation over the office area. Springfield will salvage existing dry materials, the most cost-effective bid. Radtke has called on them for repair and Springfield has been able to respond in within a day. Springfield is not available until spring, giving the township time to seek HVAC replacement bids for the administrative building. Marek asked if the cost is final, based on only core sampling and the unknown in other areas of roof. Ms. Graham answered that once all is exposed, adjustments may be needed. **Motion by Marek, supported by Bieganowski to accept the $73,009.00 bid of Springfield Roofing for roof replacement of the townships administrative building.** West asked if there was a completion date, Ms. Graham said May of 2024 – based on weather conditions. Marek commented that this would give the township time to replace HVAC. Radtke added RFP’s for a rooftop unit, the most efficient system for the township, will be sent.  **Roll call vote: West – yes, McDonald – yes, Marek – yes, Kramer – yes, Biondo – yes, Bieganowski – yes, Radtke – yes. Motion carried 7-0.** Radtke thanked Ms. Graham for the process.

FIRE INSPECTOR 1 COURSE, CHIEF CASE:

Radtke shared that Chief Case has asked to become a Fire Inspector on behalf of the township. The position has been vacant since the retirement of Mike Stinson. The course is $1,025.00 and the exam fee if $399.00. Marek offered this course will allow for a licensed inspector for building inspections, not a fire investigator – who investigates after an emergent event. **Motion by Marek, supported by West to approve Chief Case to attend Fire Inspector 1 course and exam, totaling $1,424.00. Motion carried unanimously, voice vote, 7-0.** West asked if he will be able to charge outside of the township, Radtke said he will remain in house. Bieganowski asked about renewal of license, and Radtke said it can be covered under continued education.

**PUBLIC COMMENT:**

None on this date.

**POSTPONED BUSINESS:**

None on this date.

**NEW BUSINESS:**

WAYNE SCOTT WORDEN REFUND REQUEST:

Radtke explained the request to the members. Mr. Worden did not realize his property had been rezoned from commercial to commercial/residential, the change did go through the rezoning process – including notifications. Bieganowski asked if he wasn’t aware of if he didn’t pay attention. **Motion by Marek, supported by Bieganowski to take no action at this time on Mr. Worden’s request.** Biondo said he went through the process and it is a done deal, he just wants his money back. West said he must have been paying commercial property taxes all this time. Kramer asked if the trailer on the property is being used, A. Reiten, Zoning Administrator answered it is and Mr. Worden lives in it. **Roll Call Vote: West – no, Bieganowski – yes, Biondo – no, Kramer – yes, McDonald – no, Marek – yes, Radtke – yes. Motion Carries, 4-3.**

ESTABLISHING EARLY VOTING PRECINCT: Resolution 09122023.1

Kramer provided an overview of the resolution, which relates to the new nine day early voting period enacted in Michigan. Clerks in the area met and agreed that they want to be in control of their own elections, a large part of the Clerk’s role. Agreeing to the resolution authorizes the Clerk to have an early voting site, at this time beginning in August 2024. She reminded members the nine days applies only to state and national elections. Bieganowski asked if there was an end date, Kramer answered it is a state law, may continue forever. **Motion by Marek, supported by West to approve Resolution 09122023.1, “Establishing Early Voting Precinct”. Roll call vote: West – yes, McDonald – yes, Marek – yes, Kramer – yes, Biondo – yes, Bieganowski – yes, Radtke – yes. Motion carried 7-0.**

APPROVE AGREEMENTS FOR SHARED VOTING:

Kramer referenced three draft agreements in their packet addressing shared voting. Green Lake Township was approached by representatives from Grant Township, Mayfield Township and Long Lake Township to host their early voting residents, at a cost of $500.00 per election. The fee covers equipment and materials, not election workers. Each township under the agreement has to supply their own election staff. **Motion by Marek, supported by Bieganowski to approve “Agreements for Shared Voting” each separately, with Long Lake Township, Mayfield Township and Grant Township as presented. West added to “authorize the Supervisor to sign,” said agreements. Roll call vote: West – yes, McDonald – yes, Marek – yes, Kramer – yes, Biondo – yes, Bieganowski – yes, Radtke – yes. Motion carried 7-0.**

ESTABLISH AN INTERMUNICIPALITY COMMITTEE: Resolution 09122023.2

Marek explained the resolution will allow the committee to explore opportunities specific to the state statute. Bieganowski asked if there were Bylaws, Kramer will send a copy to members. Biondo asked if the county came on board, Marek responded they had. **Motion by Marek, supported by Biondo to approve Resolution 09122023.2, “Establish an Intermunicipality Committee”. Roll call vote: West – yes, McDonald – yes, Marek – yes, Kramer – yes, Biondo – yes, Bieganowski – yes, Radtke – yes. Motion carried 7-0.**

NUISANCE ORDINANCE: Ordinance 09122023.3

DANGEROUS STRUCTURES ORDINANCE: Ordinance 09122023.4

SHORT TERM RENTAL ORDINANCE:

**Motion by Marek, supported by McDonald to remove: NUISANCE ORDINANCE: Ordinance 09122023.3, DANGEROUS STRUCTURES ORDINANCE: Ordinance 09122023.4, SHORT TERM RENTAL ORDINANCE, from the agenda and bring back in January with legal counsel present.** It was suggested a workshop be scheduled to receive guidance prior to the January 2024 regular meeting, Radtke added – being proactive. **Motion carried unanimously, voice vote, 7-0.**

**DISCUSSION:**

* Kramer reminded members that Clean-up Day is this Saturday, September 16 – 8a to 12p.
* Kramer also shared the date for onsite audit from Baird, Cotter and Bishop is October 2, hoping a report can be ready for November Regular meeting.
* Kramer referenced health insurance information in the packet. The materials will be reviewed at the October Regular meeting and our BCBS representative, Tom Armentrout will be available.
* The exercise court is complete and the official ribbon cutting is scheduled for Monday, September 25 at 4:30p. McDonald added there is an instruction video available that goes along with the exercise court and maybe a link could be added to our website.
* West asked about lake treatments for invasive plants. Radtke said Cedar Hedge Lake had to spring treatment, but it may be coming back; Duck Lake has expanded zones and Green Lake has a new flowering invasive plant. Kramer said a survey was just completed Friday by PLM, no results received at this time. Radtke added that Lake Dubonnet now has milfoil and he has spoken with representatives of PLM .
* Bieganowski asked who is overseeing lake levels, Radtke said Andy Smits, Grand Traverse County Drain Commissioner. Radtke would like ordinance amended to include resident involvement.

**CORRESPONDENCE:**

Thank you note from Traverse Catholic Federal Credit Union – re: sculpture placement.

**PUBLIC COMMENT:**

Greg Caskie, Sr. 11717 US31 South

Hasn’t seen anything yet on the new Master Plan. Radtke did answer that it took time to accumulate and there should be a posting for a public hearing in December or January. Also, Mr. Caskie asked about a boat washing station like the one on Long Lake. Radtke reported he attended the Duck Lake/Green Lake association meeting and they are submitting grants for placement of stations at the Interlochen State Park and the Betsie Road Boat Launches. Signs have already been placed reminding boaters to check their boats.

**ADJOURNMENT:**

Chairman Radtke entertained a motion to adjourn at 6:47 p.m. Motion by McDonald, supported by Kramer to adjourn the meeting at 6:47 p.m. **Motion carried voice vote, 6-1.**

Respectfully submitted,

Judith L. Kramer

Green Lake Township Clerk