**GREEN LAKE TOWNSHIP BOARD**

**Golden Fellowship Hall**

**9700 Riley Road, Interlochen, MI**

 **MAY 9, 2022**

**MINUTES**

1. **CALL TO ORDER**: By Supervisor Radtke at 6:00 pm.
2. **ROLL CALL:** Board members present were: Kramer, Biondo, Radtke, West, McDonald, Marek, and Bieganowski. Also, present was Ronda Robinson, Recording Secretary.
3. **PLEDGE:** was recited.
4. **APPROVAL OF AGENDA:** Motion by Marek and seconded by Biondo to approve the Agenda, as presented. Carried.
5. **CONSENT AGENDA:** Moved by Kramer and seconded by Marek to approve the Consent Agenda, as amended. On page 1, 6 A added *to third week of September* after *schedule* and on page 2, 9 B *Caried* changed to *Carried*. Roll Call: Yes- West, McDonald, Marek, Bieganowski, Biondo, Kramer, Radtke. No-0. Carried.
6. **REPORTS:**
7. CHIEF CASE, GREEN LAKE EMERGENCY SERVICES: Monthly report is in the meeting packet.

Motion by Kramer and seconded by Marek to approve Chief Case’s request to remove the inactive Emergency Services members from the roster effective May 9, 2022, as listed in his memo to the Board. Carried.

1. DEPUTY MARK NOFFKE, COMMUNITY POLICE OFFICER: reviewed his monthly report and detailed the work on a breaking and entering case that was solved. The drug take-back on April 30th took in 13.2 pounds in Green Lake Township and 149 pounds County wide.
2. PENNY MORRIS, GRAND TRAVERSE COUNTY COMMISSIONER: reported that their strategic planning session was very productive. The County Administrator’s review was completed; he is doing a fantastic job. The County declared their intention to terminate their relationship with the Northern Lakes Community Mental Health Authority. They hope to reduce the red tape involved when help is needed.
3. **PUBLIC COMMENT:**

Wade Adams, asked the Board if they have applied for the grant from the Grand Traverse Band for treating the Township lakes like Lake Leelanau is doing.

1. **UNFINSHED BUSINESS:**
2. FIRE & AMBULANCE POLICY UPDATE: Radtke said he likes the revised policy in the packet. The changes discussed last month have been made. Marek said it is a lot more comprehensive than the first draft.

Motion by Marek and support by Kramer to adopt the Fire & Ambulance Policy, as presented by Chief Case, effective immediately. Roll Call: Yes-Marek, Biondo, McDonald, Bieganowski, West, Kramer, Radtke. No-0. Carried.

1. **NEW BUSINESS:**
2. RFP’S:

The Board discussed the Master Plan Amendment and the Master Plan Development bids. They talked through the seven bids in hand. Marek thinks a full Master Plan from scratch is needed. McDonald said he isn’t sure a full rewrite is needed. Kramer would like to see as much done in house, but a rewrite is probably needed. The Board was in agreement to accept Dr. Grobbel’s bid.

Motion by Marek and support by Bieganowski to accept the bid from Grobbel for Master Plan Development, not to exceed $19,500. Roll Call: Yes-Biondo, West, Kramer, Bieganowski, Marek, Radtke. No-McDonald. Carried.

The Board discussed the three bids submitted for Legal Services. Biondo said Kuhn Rogers has always done a good job for the Township. The Board agreed that the bid from Grahan Young Wendling was very attractive, especially the unlimited phone/email contact for $200 a month.

Motion by Bieganowski and seconded by Marek to accept the bid from Graham Young Wendling, including the unlimited contacts for $200 a month. Roll Call: Yes-West, McDonald, Marek, Bieganowski, Kramer, Radtke. No-Biondo. Carried.

The Board discussed the two bids submitted for Engineering services. Marek said Gourdie Fraser has the expertise the Township needs. Bieganowski said firms go through cycles and all three firms are doing well right now. Radtke said Gourdie Fraser is on the top of their game.

Motion by Marek and seconded by Kramer to accept the bid from Gourdie Fraser and enter into an agreement with them to be the Township’s Engineer of Record. Roll Call: Yes-McDonald, West, Marek, Biondo, Bieganowski, Kramer, Radtke. No-0. Carried.

Kramer reported she is very happy with the service the Township has received from Baird Cotter for accounting expertise and audits. Bieganowski would like to see the Township contract with a different Auditor, as it is the preferred practice to change Auditors every three years. He will go along with Baird Cotter for one more year. Marek said Baird Cotter’s prices are amazing and they have been very helpful. McDonald said he likes Baird Cotter’s prices and if the people in the office daily are happy, he is good with them. Biondo agrees with Bieganowski in concept but supports going with Baird Cotter.

Motion by Kramer and seconded by Marek to accept the RFP from Baird Cotter for the full term ending when the Board’s term is up. Roll Call: Yes-Kramer, Bieganowski, Biondo, West, Marek, McDonald, Radtke. No-0. Carried.

Radtke said they had responses from all over the world to the IT RFP. Kramer explained that IT Right has done a good job in the past, except there has been a decline in their responsiveness lately, and she is disappointed in their bid. Marek said IT Right has been good to work with but lately the quality of work is lacking. Anavon has been easy to work with on the camera projects and their bid is a lot less. Biondo said IT Right’s pricing was good in the beginning and their work has been satisfactory. West said Anavon beat the price 3 to 1 and she hopes they can do it for that price. Bieganowski thinks IT Right has a bigger scope of work.

Motion by Marek and seconded by Kramer to accept the RFP from Anavon for three years. Roll Call: Yes-Marek, Biondo, McDonald, Bieganowski, Kramer, West, Radtke. No-0. Carried.

1. ROAD BRINE:

Motion by Kramer and seconded by Radtke to approve the Road Brine contract as presented by the Grand Traverse County Road Commission. Roll Call: Yes-Biondo, West, Kramer, Bieganowski, Marek, McDonald, Radtke. No-0. Carried.

1. DANGEROUS BUILDING: Reiten explained that in 2016 the property sustained a fire and remnants of a garage, foundation and deck are dangerous and need to be removed. Many letter attempts were made to contact the owner. Hearing Officer Matthew Jerome held a hearing on April 19, 2022, and found it to be beyond any reasonable repair. Reiten is asking the Board to schedule a hearing on the findings in order of the Hearing officer in accordance with the Dangerous Building Ordinance to have the property remediated.

Heather McEachran, property owner, said she has the property listed for sale and hopes to sell to someone who will be able to clean up the property. She doesn’t have the means to clean it up herself.

McDonald stated they can either slow down and wait to see if it sells or keep the pressure on since it hasn’t been remedied in six years. The Board agreed to move forward and schedule a hearing with hopes that if the property sells, they can stop the proceedings. West said McEachran has tried to do right, she has kept up on the property taxes as best she could.

Motion by Bieganowski and seconded by West to proceed with the Public Hearing and instruct the Township Attorney to create the findings of fact and final order that will be recorded, in order to go out for bids for demolition at the next Board meeting. Carried.

1. SALARY RESOLUTION CLERK 05092022.1: Motion by Biondo and second by Marek to approve the Clerk’s salary of $55,227.51 for the 2022/2023 fiscal year. Roll Call: West, McDonald, Marek, Bieganowski, Biondo, Kramer, Radtke. No-0. Carried.
2. SALARY RESOLUTION SUPERVISOR 05092022.2: Motion by Marek and second by McDonald to approve the Supervisor’s salary of $55,227.51 for the 2022/2023 fiscal year. Roll Call: McDonald, Bieganowski, Biondo, Marek, West, Kramer, Radtke. No-0. Carried.
3. SALARY RESOLUTION TREASURER 05092022.3: Motion by Kramer and second by Bieganowski to approve the Treasurer’s salary of $55,227.51 for the 2022/2023 fiscal year. Roll Call: McDonald, West, Marek, Biondo, Bieganowski, Kramer, Radtke. No-0. Carried.

1. SALARY RESOLUTION TRUSTEES 05092022.4: Motion by Radtke and second by Marek to approve the Trustees’ salary of $8,307.85 for the 2022/2023 fiscal year. Roll Call: Yes-Kramer, Bieganowski, Biondo, West, Marek, McDonald, Radtke. No-0. Carried.
2. MERIDIAN ENERGY CORPORATION SEISMIC ACTIVITY: Radtke explained that Meridian has presented a contract for seismic exploration at Memorial Park. Bieganowski stated this is a pretty standard contract, but he would recommend adding a non-development clause. McDonald said there are some problems with the contract. Is the $3000 for only the exploration? Marek is concerned because this property has a park and airport. Biondo said the Township owns all the surface but not all the mineral rights. Radtke will make sure Meridian understands the Township doesn’t own all the mineral rights.

Motion by Bieganowski and seconded by Marek to have the Supervisor ask for the contract to be modified, as discussed, and bring it back next month for final review. Carried.

1. **DISCUSSION:**
2. Radtke reported that after many years he will be closing on the Camp Saki property on Friday. They received a State grant for $569,200.00 and the sale price was $599,000. 10% of the grant amount will be retained until all the documents are recorded. Friday he will bring a Cashier’s Check in the amount of $975,571.31 and the Township will receive $56,920.00 after the documents are recorded. The property has been appraised at 1.4 million and 1.59 million, recently. A ribbon closing will be held on May 19th at 3:00 pm. There is talk of extending the TART trail through this property.
3. The next Budget session will be on May 23, at 4:00 pm. Radtke mentioned that before they can finish the Capital Outlay section of the Budget the Board needs to decide where the Township Offices are going to be located.
4. McDonald asked who they are going to contract with for the Parks & Rec Plan. Radtke said a RFP was sent out but there has been no responses yet.
5. **CORRESPONDENCE:** None.
6. **PUBLIC COMMENT:** None.

**14. ADJOURNMENT:** Radtke adjourned the meeting at 7:27 pm.

JUDITH KRAMER, CLERK

GREEN LAKE TOWNSHIP BOARD

RONDA ROBINSON, RECORDING SECRETARY

GREEN LAKE TOWNSHIP BOARD

NOTE: THESE MINUTES ARE SUBJECT TO AMENDMENT AND /OR CORRECTION PRIOR TO THEIR ADOPTION.