**Green Lake Township Board**

**Special Meeting/Budget Workshop**

**Minutes**

**May 27, 2025**

**CALL TO ORDER**: Called to order at 11:00 a.m. by Radtke.

**ROLL CALL**: McDonald, Biondo, Marek, Bieganowski, Kramer, Radtke and West present.

**PLEDGE**: Was recited.

**APPROVAL OF AGENDA**:

**Motion by Marek, supported by Biondo to approve the agenda as presented. Motion Carried Unanimously, voice vote.**

**PUBLIC COMMENT:**

Lea Gourlay 8551 Strawberry Point

Ms. Gourlay stated she requested budget information for Strawberry Point along with a list of expenses paid out for the fiscal year but had not received the information to date. Supervisor Radtke stated typically we do not respond to public comment, however he will. He replied you are in the que we are currently compiling the requested information and Supervisor Radtke will set up a meeting with Ms. Gourley as soon as everything is ready.

**NEW BUSINESS:**

**Proposed Lot Line Adjustment Request for Horton:**

Assessor William Muha and Zoning Administrator Jason Hamilton gave a brief overview of the request presented in the board packet. The lot line adjustment would make two conforming lots with the current set back requirements. **Motion by McDonald, Supported by Radtke to approve the lot line adjustment as depicted on the survey. Roll call vote: Biondo – yes, Marek – no, Bieganowski – no, Kramer – no, Radtke – yes, West – no, McDonald – yes. Motion fails, 3/4.**

**Motion by Radtke, Supported by Kramer to approve the lot line adjustment if the property owner for lot 139 at the time recorded with the Register of Deeds for Grand Traverse County shall have one (1) year to bring this property into compliance with the Ordinance with having a residence on this property. There is a one (1) year extension that could be requested, thus having two (2) years to have a residence on this property. Failure to complete this will require the Township to tear the garage down to bring the property into compliance which will be at the owner’s expense and placed on their tax rolls. Treasurer Marek stated he is not comfortable doing this at a special meeting, he would prefer this be done at a regular board meeting. Roll call vote, Marek – no, Bieganowski – yes, Bieganowski – yes, Kramer – yes, Radtke – yes,**

**West – no, McDonald – yes, Biondo – yes. Motion carried, 5/2.**

**Duck Lake Dam Proposed Agreement:**

Supervisor Radtke reviewed proposed agreement placed in the board meeting packet. Supervisor Radtke has been working with the county on this matter as the elected official, Andy Smits, who has been placed in charge of taking care of the dam has taken the position this is not his responsibility and being an elected official, there can not be a mandate that he perform this duty. There have been some issues in keeping the court ordered lake level at its required level. The court order level was set by 35 years of historical study through the Army Corp of Engineers from late 1920’s, mandated lake level was set at 837.3. Grand Traverse County would like Green Lake Township to take back ownership and control of the dam. Supervisor Radtke replied with a firm no we do not want to take ownership, but we could be more responsive of helping with taking a board out if needed. Grand Traverse County would pay for time and materials utilized on the dam; Green Lake Township taxpayers would not be responsible to pay for this. Trustee McDonald stated this agreement still points to Green Lake Township as being liable, has the Township attorney been contacted and asked what their opinion is? Has the insurance carrier been contacted to see what the expense would be to the Township for this? Supervisor Radtke stated he has shown previous draft agreements to the attorney for their review, and they agreed as long as the township does not take over complete ownership of the dam and keep Grand Traverse County as the owner and responsible party if anything happens. Supervisor Radtke stated by Green Lake Township assisting in the water level it will help our residence sooner rather than waiting on Grand Traverse County. Treasurer Marek stated he would like to have the Township attorney review the proposed agreement and present the board with a written response. Treasurer Marek also stated he does not like the 180 days out lined on the agreement, he would rather see 30 days, so the current board is not tying the hands of future board members. Trustee Bieganowski stated the reason for the 180 days is because the boards only must be touched twice a year. Current Duck Lake Green Lake Association President Roger Egren stated he also thought this was a twice a year thing until recently. To understand how the dam works, you must understand how the surrounding lakes flow in and out of the dam and weather etc. Mr. Egren also mentioned the Spicer Report of 2015 which showed minor repairs needed to the dam for minor damage. It is his understanding after talking with Andy Smits that those repairs have never been done. Two years ago, lake monitoring equipment was installed in Green Lake to look at both lakes. Former Duck Lake Green Lake Association President Edward Dewey addressed the board with his experience with the dam. Motion by Marek, Supported by McDonald to forward this proposed agreement to the attorney for review and comments and bring written attorney response back to June 10, 2025, board meeting. Clerk Kramer asked under Article I Liability and Insurance #2 and #3 discusses liability of third parties’ loss or damage. The way it is currently written, this holds Green Lake Township responsible for claims, damages etc. and releases Grand Traverse County from being held responsible. Trustee McDonald stated there should be wording in there for hold harmless and indemnify. Trustee Biondo stated there are several dams in the area and to his knowledge, the only time they pull boards out is in the winter to prevent ice buildup the boards are not removed each time it rains and the lake level rises or if we receive no rain and the lake level drops, the lake levels are controlled by God. Trustee McDonald asked that Article I. Delegation of Authority under #1 strike out including but not and strike out maintaining after operating and #2 after agrees to strike out maintain. It is required to do a dam assessment every three (3) years and the last report stated it had not been done since 2019. Voice vote, to close to call. Supervisor Radtke asked for a roll call vote: Radtke – yes, West – no, McDonald – yes, Biondo – yes, Marek – yes, Bieganowski –no, Kramer – yes. Motion carried, 5/2.

**Review and Discussion 2025/2026 Draft Budget:**

Board Members reviewed the draft 2025/2026 budget and asked questions. Trustee Bieganowski asked that the board add another cleanup day to the agenda. Change to $35,000.00 in 101-101-955.000. Clerk Kramer asked if there is anyone else on the board who wants an additional clean up day besides Trustee Bieganowski? Clerk Kramer also asked since they would like an additional clean up day, are they going to show up and help because they have not helped the last few years, the same seven staff members have worked the cleanup day. Trustee McDonald stated he would like to have two (2) clean ups per year. Trustee McDonald and Trustee Bieganowski stated no they would not be working it, Trustee Bieganowski suggested hiring people to work the clean up day and paying them $25.00 an hour versus staff and Board Members working cleanup day for free. Trustee McDonald suggested we shorten the cleanup day hours to 8:00 a.m. to 11:00 a.m. which could save some money. Clerk Kramer also stated you can not try two (2) for one (1) year then change it back the next year to one (1), the office will be bombarded with angry phone calls from people expecting to have two (2). Trustee Biondo reminded the board by adding the second clean up day now will put the current budget for 2025/ 2026 in the red. He also asked that Strawberry Point budget be reviewed he is not sure of the current fund balance amount. Supervisor Radtke stated he knows there has been questions on the amount of funds in the fund balance, he talked with a contractor and was informed it would cost $450,000.00 to $500,000.00 to rebuild the sewer system. Trustee Biondo suggested looking into all special assessment account fund balances. Supervisor Radtke has recommended to the board members we refrain from collecting on the Duck Lake Eurasian Water Milfoil treatment this year as there is enough fund balance in that account to pay for treatment the next budget year. Trustee West asked if budget amendments will be done next month? Supervisor Radtke stated there will be budget amendments at the June 10, 2025, board meeting. Trustee McDonald asked for discussion on the Village Roads Special Assessment, the final payment on the SAD was paid in March. Treasurer Marek requested his Deputy Treasurer wage line be moved from $18,600.00 to $48,000.00. Since working with Jill Coverdill to get caught up on the bank recs, he realizes he needs a deputy more than one day a week. He would like to have two (2) part time workers, so his office is covered each workday. Ms. Coverdill stated after witnessing what has happened the past few months she has been volunteering to help Treasurer Marek get caught up on bank recs, during tax season it is crucial to have two (2) people in the office in order to keep the bank recs up to date and on a timely basis and not get caught in this God awful mess again. The bank recs will be things that get pushed aside when the office is extremely busy taking in tax payments. There is a lot of walk in traffic in the office and each taxpayer means you stop what you are doing to take their payment which means a ten-minute interruption. She does not feel leaving the office empty is a good idea, there should always be coverage. At this point, the deputy is only coming in once a week and she was also not here during the winter months and she does not feel the remote work position works for that office due to what they are doing. It is critical that any payments coming in, especially for taxes, are dealt with the day they are received or in the next couple of days at the very latest, she does not feel one person can handle that by themselves. She encouraged Andy to bring the Deputy Treasurer position up, she feels rather than it being a salaried position, it should be an hourly paid position as there will be times a fulltime person will not be needed. Ms. Coverdill stated Treasurer Marek takes time off during the Cherry Festival and the Fair so if he is not in the office, it seems appropriate someone should be covering that office when he is away so they are making timely bank deposits, receipting things in properly and assuring the tax payments that come in are being recorded and information turned over to the county on a timely basis. Trustee Bieganowski feels this should have been put into place after Treasurer Marek found someone to fill the position then he should come to the board and ask that his budget be amended. Treasurer Marek stated this is a budget place holder and he plans to come to the board once he has the final details on what he is going to do. This is his request as the Treasurer for the possibility of hiring a Deputy Treasurer to work more than one (1) day a week. Clerk Kramer explained he is doing this correctly; each department is asked to present their budget request to Supervisor Radtke to be placed in the requested budget section for board approval. Clerk Kramer reminded Supervisor Radtke that Rogers Road/Trezwood Trail Special Assessment District asked to have their fees raised 9% this year.

**PUBLIC COMMENT:**

None

**ADJOURNMENT:**

**Meeting adjourned at 12:30 p.m.**

Respectfully submitted,

Judith L. Kramer

Green Lake Township Clerk