**GREEN LAKE TOWNSHIP BOARD**

**Golden Fellowship Hall**

**9700 Riley Road, Interlochen, MI**

**March 14, 2022**

**MINUTES**

1. **CALL TO ORDER**: By Supervisor Radtke at 6:00 pm.
2. **ROLL CALL:** Board members present were: Kramer, Radtke, West, McDonald, Bieganowski and Marek. Biondo was absent and excused. Also, present was Ronda Robinson, Recording Secretary.
3. **PLEDGE:** was recited.
4. **APPROVAL OF AGENDA:** Moved by Marek and supported by Kramer to approve theAgenda, as amended. Added to New Business: Planning Commission Appointment, Recreation Passport Grant Application, Amend Capital Improvement Plan, Approve Pathway Maintenance Plan, Amend the Parks and Rec Budget. Carried.
5. **CONSENT AGENDA:** Moved by Marek and seconded by Kramer to approve the Consent Agenda, as amended. Caskie’s invoice removed and added to New Business. Roll Call: Yes- Kramer, Bieganowski, West, Marek, McDonald, Radtke. No-0. Carried.
6. **REPORTS:**
7. PENNY MORRIS, GRAND TRAVERSE COUNTY COMMISSIONER: explained that they are developing the process by which they will take public comment regarding the ARPA funds. She is working with Community Mental Health; it is important to advocate for change. They are supporting legislation that helps address the consequences of the auto insurance changes made recently.
8. CHIEF CASE, GREEN LAKE EMERGENCY SERVICES: the Department had a graduation for Alex and Andy for completing EMT school and Madeline for finishing Firefighter 1. It is time to update the contract with Grant Township to make it more consistent with other jurisdictions.
9. **PUBLIC COMMENT:**

Ed Dewey, 5253 Bush Road, said he is in support of the requests for pickleball courts. The sport gets people together and is good for the community.

Gale Garvey, 5781 Crystal Court, explained that pickleball is highly inclusive and can be played by all ages. It builds community and has many health benefits. The court size is about a third of a tennis court.

Jean Perkins, 5829 Crystal Court, said pickleball is fun and encourages fellowship. Pickleball and tennis courts would fit with the intent of the Township’s Master Plan.

Susan Marsh, Duck Lake Peninsula, said Pickleball is an easy game to pick up and adding courts would be in the best interest of the community.

1. **UNFINSHED BUSINESS:** None.
2. **NEW BUSINESS:**
3. FIRE AND AMBULANCE POLICY UPDATE: Chief Case provided the requested draft of the Training Policy that would replace policy #103.

Marek recommended the following changes to the draft. Chief Case is fine with the changes.

***R408.17412 Duties of employee.***

1. *Only performed those duties that he or she is trained to do.*
2. *Will remain an active member on the department for 24 months, maintaining 20 percent call volume, following their last certification for Firefighter one and two, EMT, or Paramedic, if their training was paid or reimbursed by the Township. If they do not remain an active member, they will repay the Township a prorated amount based on the remaining two-year term.*

*Paramedic Certification: upon completion of the paramedic program, obtaining their State of Michigan Paramedic licensure and Paramedic level of function within Northwest Medical Control Authority, the employee may request reimbursement of $4000.00. Prior written approval must be received from the Emergency Services Director, to be eligible for reimbursement. New employees who are working on receiving their paramedic licensure must receive written approval from the Emergency Services Director, within 45 days of hire, to be considered for reimbursement. The employee must provide the department with a receipt for the course, to be eligible for reimbursement. Personnel will not be paid for classroom time.*

*Change ”Director/Chief” to ”Emergency Service Director” throughout the policy.*

Bieganowski stated if a lawyer was to write this policy, they would make Reimbursement a separate section. He would like to see another draft. Chief Case said as long as he has the consensus of the Board regarding what they are looking for he is okay with tabling the policy update and bringing a new draft back to the next month’s meeting.

Motion by Marek and support by McDonald to remove Fire and Ambulance Policy Update and bring it back to the April meeting. Carried.

1. ORTH REIMBURSEMENT: Chief Case is requesting education reimbursement for Marc Orth for paramedic education. He explained that because the policy was written prior to the Township’s ALS service the policy doesn’t really fit this situation. Orth has been employed by the Department for ten years. He functions as an on-call and part time paramedic for the Township. Orth will comply with the terms of the updated policy.

Motion by Marek and support by Bieganowski to reimburse Orth $3625.00 for his paramedic education, if he does not stay 24 months or does not meet the 20% call back number Orth will be required to pay back the money at a pro-rated amount. Roll Call: Yes-Marek, McDonald, Bieganowski, West, Kramer, Radtke. No-0. Carried.

1. NEW HIRE/RESIGNATION EMS: Chief Case is requesting approval to hire Brian Rossdeutcher as a part-time paramedic/fire fighter and requesting removal of Chris Stark and Josh Haertel from the Emergency Services Department.

Motion by Kramer and support by McDonald to approve the recommended hiring of Brian Rossdeutcher and accept the resignations from Chris Stark and Josh Haertel. Carried.

1. FLIR THERMAL IMAGING CAMERA GRANT: Chief Case explained that the Department received a grant from the Grand Traverse Band of Ottawa and Chippewa Indians in the amount of $10,005.99 for the purchase of a FLIR thermal imaging camera for the drone. The drone is currently limited at night and this camera also has heat sensing in daylight hours.

Motion by Kramer and support by Marek to accept the grant in the amount of $10,005.99, for the purchase of a FLIR thermal imaging camera and to authorize the purchase of the camera. Roll Call: Yes: West, Kramer, Bieganowski, Marek, McDonald, Radtke. No: 0. Carried.

1. REQUEST FOR PROPOSALS (RFP’s) APPROVAL: Radtke explained it is a good practice to go out for bids for services every few years. The RFPs are for annual contract for legal services, annual contract for information technology services, annual contract for demolition, clean up, blight and junk removal, annual contract for engineering services, annual contract for auditing and accounting services, and for master plan development.

Bieganowski asked for a distribution list before the RFPs are sent out. Radtke will supply the list.

Motion by Marek and support by West to send out RFPs, as presented. Roll Call: Yes- West, McDonald, Marek, Bieganowski, Kramer, Radtke. No-0. Carried.

1. ELECTION EQUIPMENT PURCHASE PRECINCT #3: Kramer explained that precinct #2 has over 3000 voters so according to State law she had to split the precinct. The proposed invoice in the amount of $9,669.00 is for the tabulator and express vote needed to run another precinct. ES&S is the state approved election equipment company that Grand Traverse County chose as their election equipment supplier.

Motion by Kramer and second by West to authorize the payment of $9,669.00 to ES&S for the purchase of election equipment; funds to be paid from Capital Expenditure GL #101 191 970.000. Roll Call: Yes- Bieganowski, Marek, West, McDonald, Kramer, Radtke. No-0. Carried.

1. ZOA 22-001 AMENDMENT: Reiten summarized ZOA 22-001, which the Planning Commission approved unanimously and recommends approval from the Township Board.

Marek believes new duplexes should be allowed in R-1 and R-5, as a permitted use. It may help with the housing crisis in this area to eliminate some extra steps. He also doesn’t think fences need to be permitted and a 6-foot fence should be allowed on the property line. Reiten said fences can become a safety and a traffic visibility issue.

Radtke said single family and two-family dwellings do not require fire review. The Township doesn’t control Health Department permits for wells and septic systems, soil erosion or driveway cuts. He believes duplexes should be allowed in R-1 as a permitted use, this is another tool which can be used to care for our parents.

McDonald said the thought was that neighbors might not like a duplex next to their house. Having extra eyes on a duplex project was thought to be a good idea.

Marek ask McDonald to take the fence discussion to the Planning Commission.

Motion by Marek and support by Kramer to approve ZOA 22-001 with new duplexes allowed in R-1 and R-5, as a permitted use. Roll Call: Yes- West, Marek, Bieganowski, Kramer, Radtke. No-McDonald. Carried.

1. DANGEROUS BUILDING ORDINANCE: this request is in accordance with Section 5.3 of the Township Ordinance. The Board must decide if the burnt structure is a nuisance because of vermin, trespassing, etc. It would then be checked out by an authorized independent hearing officer. Reiten would need to set up a dangerous building hearing with Matt Jerome, Blair Township Ordinance Enforcement Officer. Bieganowski said usually a report on the structure is needed but this building is obvious a dangerous building. He said once the Board declares it a dangerous building the Ordinance runs itself. Radtke said there have been request for residents to take care of this building.

Motion by Marek and second by Bieganowski to move forward with the dangerous building. Roll Call: Yes- Kramer, Bieganowski, West, Marek, McDonald, Radtke. No-0. Carried.

Motion by Marek, second by McDonald that the Board shall issue a notice via the Planning and Zoning Director per the Ordinance Section 0701-01. Carried.

1. PLANNING COMMISSION APPOINTMENT: Radtke recommends appointing Brad Dean to the Planning Commission in the spot left vacant by Bill Mouser’s death. It is a three-year term.

Motion by Marek and support by McDonald to approve the appointment of Brad Dean to the Planning Commission for a three-year term. Carried.

1. RECREATION PASSPORT GRANT APPLICATION RESOLUTION #03142022.2: McDonald explained that the DDA is working on a grant application for the non-motorized pathway and the resolution is a required piece. The grant submission deadline is the end of the month.

Opened Public Hearing to public comment by Radtke at 7:22 pm.

No public comment.

Closed Public Hearing to public comment by Radtke at 7:24 pm.

Motion by Kramer and second by Radtke to remove resolution #03142022.1. Carried.

Motion by McDonald and second by Radtke to adopt resolution #03142022.2, with $37,500 and 25% entered into the blanks. Roll Call: West, Kramer, Bieganowski, Marek, McDonald, Radtke. No-0. Carried.

McDonald is certain that the DDA will reimburse the Township, if we need to make the payment. To qualify for the grant the Township has to agree to pay 25%. The DDA can’t apply for the grant but needs to apply through the Township.

1. APPROVE PATHWAY MAINTENANCE PLAN: McDonald said a maintenance agreement is also required for the pathway grant application. An amended agreement can be adopted, if needed, at a later time.

Motion by McDonald and support by Bieganowski to adopt the pathway maintenance plan, as presented. Carried with a vote of 5-1.

1. AMEND CAPITAL IMPROVEMENT PLAN: McDonald said the pathway needs to be added to the capital improvement plan.

Motion by McDonald and support by Bieganowsk to amend the Capital Improvement Plan for the year 21/22 and adopt a budget of $150,000 for the pathway phase 1, with funds coming from SG (state grant). Carried with a vote of 5-1.

1. AMEND THE PARKS AND REC BUDGET: McDonald said that for grant purposes the Parks and Rec budget needs two new categories, pathway repair and maintenance, with $5000 transferred from contracted labor, and pathway replacement, with $5000 from the capital expenditures budget line.

Kramer explained that the Chart of Accounts conversion is almost completed after hundreds of hours of work and she can’t add a number at this time without having to start over.

Motion by McDonald and support by Bieganowski to amend the Parks and Rec budget as presented, and adjust the chart of accounts sometime before June 30, 2022. Roll Call: Yes-McDonald, West, Bieganowski, Kramer, Radtke. No-Marek. Carried.

Marek said he has voted no because the process is rushed and he hasn’t had time to read all the material.

1. CASKIE INVOICE: Radtke said the invoice from Caskie is not an authorized expense.

Motion by Bieganowski and support by Marek to receive and file the invoice from Caskie. Roll Call: Yes-Bieganowski, West, Marek, McDonald, Kramer, Radtke. No-0. Carried.

1. **DISCUSSION:**

Radtke said the Parks Committee will be reviewing the Parks and Rec Master Plan this month. The Capital Improvement plan will be updated by the Board of Trustees.

1. **CORRESPONDENCE:**

Many correspondences and calls were received by the Township requesting pickleball courts. Radtke explained that courts have been on their radar for some years. The pickleball courts are estimated to cost $160,000. There are many grants available to help fund the project. Like with the disc golf project, the residents are charged with raising some of the monies.

Correspondence from Frank Rydquist has been received and filed.

1. **PUBLIC COMMENT:**

David Marsh, Duck Lake Peninsula, said he has experience maintaining pickleball courts and he is available to advise.

Ed Dewey said he is looking forward to helping with this new project.

1. **ADJOURNMENT:** Radtke adjourned the meeting at 8:04 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.