

**ONEKAMA TOWNSHIP
BOARD REGULAR MEETING
TUESDAY, JANUARY 5, 2021
9:00 AM**

Meeting called to order by Supervisor David Meister at 9:05 a.m.

Pledge of Allegiance

Attendance: Bob Blackmore, Shelli Johnson, Allen Taylor, and Meister. Absent: Ed Bradford

MINUTES: **Motion** by Blackmore, Second by Taylor to Approve the minutes of the December 1, 2020 Regular Board Meeting. M/C

Motion by Blackmore, Second by Taylor to Approve the minutes of the December 10, 2020 Special Township Board Meeting. M/C

CLERK'S REPORT received by Johnson. Revenue & Expense report and the Trial Balance report was distributed. **Motion** by Johnson, Second by Blackmore to reallocate budget money, \$2,712.58 from Account # 101-276-000-700-010 Cemetery into Account # 101-191-000-700-002 Elections. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. There is an Election Audit to be held on Wednesday January 6th at 1:00 PM. There is a Risk Management Audit to be performed on Wednesday January 13th at 10:00 am.

TREASURER'S REPORT received for all fund balances from Bradford. **Motion** by Johnson, Second by Blackmore to accept the Contractual Agreement between Manistee County and Onekama Township. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. M/C **Motion** by Blackmore, Second by Taylor to pay the invoice for Tax Maps and Assessment Roll Maintenance Tax Rolls, Tax Bills, and Computer Services for \$10,777.20. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

AMEND AGENDA: Remove email discussion from Agenda. Add Running Wise & Ford Resolution for SAD. Add Poverty Level Resolution.

PUBLIC COMMENT: None

COUNTY COMMISSIONERS: None

FIRE/RESCUE: Report by Captain Kaitlin Kubiskey. The fire department had 1 EMS Meeting, 1 Maintenance Meeting, 8 EMS Runs (1 MA-BLFD, 1 MA-MTFD), 7 Fire Runs (2 were lift assists, 1 MA-BLFD, 1 MA-MTFD), 1 Fire/EMS Run. The Chassis has been ordered from Ford for the new brush truck. We have 1 Firefighter starting Firefighter 2 this month, which is roughly a 2-month course. A cadet is scheduled to take vehicle extrication as well. The Fire Association is working on an MFR class with Benzie County, possibly starting in March. We are receiving donations in memory of Randy Baker. Randy's family requested memorial contributions be donated to the fire department. **Motion** by Blackmore, second by Johnson to purchase a sanitizing sprayer unit to split with the Township General Fund, not to exceed \$800.00. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

ROADS: Herkelrath Road is being tore up where the logging is being done.

ZONING ADMINISTRATOR: No report received.

PLANNING COMMISSION: Report received from Chairperson Jim Trout. There was a Public Hearing on December 17 regarding Fencing. **Motion** by Johnson, second by Blackmore to accept the suggested verbiage on fencing per the Planning Commission. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. M/C Complaints have been received regarding trash being set out, unsecured, several days prior to pick-up day. Motion by Johnson, Second by Blackmore to accept Police Power Amendment per suggestion for storage reiteration. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. It is the Consensus of the Township Board to proceed with Beckett and Raeder to continue reviewing the Master Plan for a quote of \$18,500.

ASSESSOR: Report received from Ginny Martz. The December Board of Review was held on December 15th. The Board acted on 19 affidavits. Copies of the minutes, affidavits and taxable value worksheets were delivered to Equalization and the County Treasurer on December 16th. Copies were given to the Township Treasurer and faxed to the Village Treasurer on December 15th. Taxpayers' copies were mailed on December 15th. David Meister presented Jon Phillips with a certificate of appreciation for his years serving on the Board of Review. Thank you Jon!!! The final Equalization ratios are: Agricultural 48.03% (4.10% increase), Commercial 48.07% (4.01% increase) Industrial 49.41% (1.19% increase) and Residential 47.95% (4.28% increase). On December 7th, form L-4154 "Assessor or Equalization Director's Notice of Property Incorrectly Reported or Omitted From Assessment Roll" was filed with the State Tax Commission. All of the deeds, transfer affidavit, PRE and rescind affidavits have been processed. Most of the field inspection cards have been updated. We are wrapping up our field inspections this week for new and ongoing construction. **Motion** by Blackmore, Second by Taylor to Adopt Resolution 2021-01 Poverty Guidelines for 2021. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. Resolution Passed. **Motion** by Johnson, Second by Blackmore to Adopt Resolution 2021-02 Asset Test for 2021. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. Resolution Passed.

ZBA: Report by Jim Trout. Due to a resignation, there is a vacancy to fill. **Motion** by Johnson, Second by Taylor to appoint Judith Spohn as a member of the Zoning Board of Appeals. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

TLSA: Cancelled

PARKS & REC: Report given by Chairperson Rich Lapinski. There are water issues with erosion out at Langlund Park. Engineering work needs to be done. **Motion** to reimburse Michelle Ervin \$100 for expenses incurred for Northpoint Park during recent Fall events. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. Any future DNR Grants have to have an approved Master Plan for the Township. **Motion** by Blackmore, Second by Johnson to approve the \$53,000 for the kayak launch funds designated from the Township. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. **Motion** by Taylor, Second by Johnson to file Amendment #3 to extend the Kayak

Launch Project out to January 31, 2022. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

PLA: Report given by Al Taylor. Scheduling concerts for 2021. There are 3 new directors on the board.

INVASIVE SPECIES/WATERSHED: Update given by Mary Reed. The State of the Lake Report meeting needs to be scheduled. Reed will be contacting the DHD#10 to see what they plan on doing this year regarding E.coli and testing. Johnson and Reed to meet next week over files. Reed reviewed the final SAW Grand report.

NEW BUSINESS:

Liquor Inspector: **Motion** by Johnson, Second by Meister to assign Bob Blackmore to the Liquor inspector position. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford. M/C

Meeting Schedule: **Motion** by Johnson, Second by Blackmore to move the **Township Board Meeting day to the 2nd Wednesday of each month at 4:00 PM.** Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

BS&A Quote: **Motion** by Johnson, Second by Blackmore to support the purchase request from the Treasurer, not to exceed \$4,500. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

Laserfiche Users: **Motion** by Blackmore, Second by Taylor to purchase 2 more user seats from Laserfiche. Roll Call Vote: Taylor – Yes Blackmore – Yes, Johnson – Yes, Meister – Yes, M/C. Absent: Bradford.

Property Donation: **Motion** by Taylor, Second by Blackmore to accept the property donation from Houser # 11-300-022-10, as long as there IS NO COST TO THE TOWNSHIP AND NO DEED RESTRICTIONS. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

SAD: **Motion** by Blackmore, Second by Johnson to accept Resolution 2021-3 Special Assessment District (see attached). Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes M/C. Absent: Bradford.

UNFINISHED BUSINESS:

MiSail imagery: **Motion** by Johnson, Second by Blackmore to purchase the MiSail 6” imagery for County parcel, road centerlines, and address point data (6”) with the Manistee County Planning Department. Roll Call Vote: Taylor – Yes, Blackmore – Yes, Johnson – Yes, Meister – Yes, M/C. Absent: Bradford.

CORRESPONDENCE:

Notice to Appear received regarding Easy Street property.

FEMA correspondence received, needing a response with a plan for flood insurance.

American Waste letter received

PUBLIC COMMENT: None

BILLS TO BE PAID: **Motion** by Blackmore, Second by Taylor to pay all regular and incoming bills for January. M/C.

Meeting adjourned 12:12 p.m.

Shelli Johnson, Clerk