

Special Littlefield Township Public Hearing & Meeting

DATE: March 1, 2016

TIME: 6:45 PM

The meeting was started by Damien Henning, Supervisor. Present from Littlefield Township Board: Dean Morford, Trustee, Kim Shomin, Treasurer, and Sondra Festerling, Clerk. Absent: Katie Derrohn, Trustee. Present from Emmet County: Tammy Doernenberg. Present from Trails Council: Max Putters. Guests: Kurt & Patricia Hoffman, Karl Hoffman, John McGuire, Robert Noblett, Art Drayton, and Jim Lapeer.

There are two Public Hearings that are being held. The first one is on the Admirals Pointe /Hay Lake Water Access Site Development Grant. D. Henning gave an up to date accounting of the Admirals Pointe project and that we were approved for the Acquisition Grant last year. We are now going through the process of due diligence. Part of the due diligence had already been done which covers the environmental I & II assessments. The property description and the land mapping is as close as we can get it without having a full deed at this point. The Township is working with Kurt Hoffman's attorney Neil Marzella to get the full deed, and once that is done we will be working with Ferguson & Chamberlain Associates, Inc. to get the perimeter map.

D. Henning reported that for the Development Grant, the Township has a broad dollar amount for the project with a top end at 3 million. We have asked Klaus to give us a tiered cost structure for the project that could be done in stages; because the Township is not prepared to put the amount of cost sharing it would need for the different grants at 3 million. The two grants we are currently applying for are the Michigan Natural Resources Trust Fund –Development Grant and the MDNR Waterways Grant –in- Aid Program Grant. Gosling Czubak has come up with a rough rendering of a possible look of the project. With these two grants we are looking at the dredging that will need to be done, relocation of the boat launch, and as much of a new seawall as we can afford. D. Henning asked if anyone had any questions on the project. One question that was asked was about the well. D. Henning reported that the well on the property is not adequate and that where ever the pollution was found the new well has to be so many feet away and protected from it. There was another question about the condominium side of the marina and how many slips there were because the drawing didn't show them all. D. Henning reported that the condo side will still maintain the 23 boat slips and the drawing was just a rough drawing not to scale. There were no further questions.

7:00PM - D. Henning **Moved** to Adjourn the Public Hearing on the Admirals Pointe /Hay Lake Water Access Site Development Grant and open the Public Hearing on the Oelke/Brill Acquisition Grant, Second by Kim Shomin. Carried 4 Yes, 0 No, 1 Absent.

D. Henning introduced Max Putters from the Top of the Michigan Trails Council who has been a driving force for this acquisition and asked him to present the information on this Grant Request. Max reported that years ago Mr. Brill and the State went into negotiations to purchase the old railroad grade between Powers Rd and Blumke Rd however those negotiations fell apart when Mr. Brill placed his asking price above and beyond what the state would consider a reasonable amount. Mr. Brill's Nephews, Tom & Bob Oelke now own the property from Blumke Rd to

Milton and are willing to sell it. This area would be a great linear park leading into the Village of Alanson and is next to the bike trail. This property could expand the uses of the current trail and maintain a greenbelt area without any commercial development. Phase one of obtaining the property is from Blumke Rd. to Milton Rd. in Ponshewaing and Phase two would be from Milton Rd. to Powers Rd. Tom & Bob Oelke are willing to sell their section of the property for a bargain price. The applicant for the Grant to purchase this property would be Littlefield Township but we have letters of support from Alanson Public Schools, The Top of Michigan Trails Council, and Stafford's Hospitalities. The Village of Alanson and Emmet County said that they would do a Letter's of Support as well. D. Henning asked the audience if there were any questions and upon not receiving any made the **Motion to Adjourn** the Public Hearing on the Oelke/Brill Land Acquisition Grant at 7:15PM. Second by Kim Shomin. Carried 4 Yes, 0 No, 1 Absent.

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

March 1, 2016 TIME: 7:15 PM

D. Henning Opened the Regular Township Board immediately after the closing of the Public Hearings for Admirals Pointe /Hay Lake Water Access Site Development Grants (Michigan Natural Resources Trust Fund –Development Grant and the MDNR Waterways Grant –in- Aid Program Grant) and the Oelke/Brill Acquisition Grant.

The first items brought before the Township Board were the Resolutions of support for all three grant requests. **Damien Henning offered and read the Resolutions for Adoption on both the MDNR Waterways Grant-in-Aid Program Grant, and the Michigan Natural Resources Trust Fund (MNRTF) –Development Grant for the Hay Lake Water Access Site (Formerly Admiral's Pointe Marina Property).** The Resolutions were supported by Sondra Festerling and a roll call vote was done with all four township board members present giving a Yes vote and one board member was absent. The Resolution was then declared adopted by Damien Henning. A full copy of both resolutions will be attached to these minutes.

Damien Henning read the Resolution of Support for Approving Submission of the grant application to the Michigan Natural Resources Trust Fund in the amount of \$132,000.00 for the acquisition of two parcels between Milton Road and Blumke Road north of US Highway 31. The Resolution was supported by a roll call vote with all four township board members present giving a Yes vote and one board member was absent. The Resolution was then declared adopted by Damien Henning. A full copy of the resolution will be attached to these minutes.

Consent Agenda:

7-Minutes of Regular Meeting February 2, 2016 , #9- Budget Adjustments to come from Fund Balance: 210-808 Legal and Professional Expense: increase to \$35,000.00 (+4,000.00) and 851-910 Insurance & Bonds: Increase to \$15,500.00 (+6,000.00) with the Fire Department

reimbursing the Township \$9,060.12 for their portion of the Insurance , #10- Approval of Bills: \$23,220.37, #13-Blight Enforcement Report, #14-Management Authority Report, #18- Library Report, and #21-Miscellaneous Correspondence and reminder of the Budget Meeting for March 17, 2016 were all entered into the Consent Agenda and the Fire Board Report #12 was removed for additional discussion. **The Consent Agenda was amended by removing #12, and the Agenda items 7,9,10,13,14,18, and 21 was declared Adopted.**

Financial Report: K. Shomin reported: General Fund Checking \$186,698.78, Sewer Fund Checking \$66,049.74, Fire Fund \$67,955.35, Tax Account \$192,261.02, Cemetery Savings \$6,794.82, and Oden Light Savings \$6,947.72. Everything was turned over to the county yesterday and they should be sending out the packets for the year end.

Assessors Report: Notice of Assessments should have been received by everyone in the township. As long as there was no new construction or a transfer the taxable value should go up 3%. The assessed values have gone from \$134.6mil. to \$140.6mil. and that is before board of review has taken place. The taxable value has seen an increase of 2.5%

Fire Board Report: The Fire Department needs to locate a new book keeper. Unfortunately Glen is not working out. The Fire hall computer needs to be restored since the records on it are from November, and there are Federal reports and forms that have not been processed yet. Since there is work that needs to be done D. Henning will step in to make sure the current bills get paid and reports are filed once the desktop is restored to the book keeper's laptop records.

Planning & Zoning:

Case: PPUDF16-0002: A request by Crooked Lake Yacht Club (Roger Winslow) for a site plan review for a proposed parking lot for a boat slips has been requested for a postponement by the applicant.

Case: PPTXT16-01: Zoning Ordinance Text Amendments to address requests and necessary changes to the Zoning Ordinance. Part 1 of the Legal Notice is due to a request for a helipad that came before Emmet County Planning Commission in 2015. The Planning Commission opted to prepare standards to implement into Zoning Ordinance text. The proposed text provides standards for private use of land for helicopter landing areas. It will not impact occasional landings on a person's own property, but it provides standards for continuous use of property as an FAA approved helipad site. The Township Board looked over the Text Amendment to the Zoning Ordinance text and had no questions or concerns from the proposed text amendments. D. Henning will forward onto Tammy Doernenberg that the Township has no negative or positive comments.

Sewer Authority: The minutes have been received. D. Morford reported that they approved Timber Contracts. The Sewer Authority did hire a Professional Forester to handle the Timber Contracts.

Unfinished Business:

Land Exchange/ Oden Property: Mr. Beethem hasn't asked for the property description to take to his bank for approval but he has received a packet from them that he needs to fill out. We are just waiting to hear back from him.

Oden Property Acquisition-MDOT: The title search on the Oden property near our property along US31 in Oden has come back stating that the small triangle section that we were unsure who owned it has come back as excess property being owned by MDOT. Joel Wurster has drafted a MDOT Excess Property Request from the Township. The request points out the MDOT property is surrounded by Township owned property that is a part of our park. It also states the plans the Township has for that area and that if the township were able to include the subject parcel to the current park it will allow the

township to provide a better layout for the adjoining North Western State Trail and providing park amenities. We now wait to hear back from MDOT.

Admirals Pointe: Klaus didn't have the time to draft a breakdown of costs for us before he went on vacation. D. Henning did tell Kurt Hoffman that the Township did talk about going up to \$300,000.00 for the grant match.

Website: D. Henning reported that he has been adding content onto the website and hopes to go live with what he has this month with the understanding that we will continue to add additional content and links as time permits. The Emails are up and running. If the emails are being forward to our personal addresses and we respond, our personal email addresses will become visible to whomever we respond to unless we go into the website and log in.

New Business:

Lawn Mowing-DeYoung: Rob is retiring but one of his main employees is buying his equipment and will be continuing to do lawn services. The Employee would like to pick up all of Rob De-Young's clients at the same rates. He will come before the Township Board next month with a letter of proposal. We will need to get a copy of his liability/workers comp insurance.

Clerks Agenda: The Regular May Meeting will be on the same night as the May Special Election so the date will have to be changed. Both the August and November Elections will also fall on the same date as our Regular Meetings but since I am unable to sit the election we can move the location of the meeting to the fire hall like we have done in the past. We can talk about this further at our Budget Meeting or Regular April Meeting.

ECRC- Lakeview Rd Estimate: The estimate came in at \$178,400.00 and has been placed out for bid. K. Shomin **made the Motion** authorizing D. Henning to sign the contracts with Emmet County Road Commission for the Lakeview Rd improvements. Second by D. Morford, Carried 4 Yes, 0 No, 1 Absent.

Regular Meeting was then Moved to Adjourn at 8:50PM.

Sondra Festerling Clerk