

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

December 1, 2015 TIME: 7:00 PM

Meeting called to order by Damien Henning, Supervisor. Present: Katie Derrohn, Trustee, Kim Shomin, Treasurer, Dean Morford, Trustee, and Sondra Festerling, Clerk, Guests: John McGuire, Kurt Hoffman, and Art Drayton.

Minutes of Regular Meeting November 3, 2015 were presented. K. Derrohn stated that under **Oden Properties** the second paragraph should say posts with rope not fence. K. Shomin **Moved** to approve minutes as Corrected. Second by K. Derrohn, Carried 5 Yes, 0 No.

Financial Report: K. Shomin reported: General Fund Checking \$45,860.68, Sewer Fund Checking \$35,543.37, Fire Fund \$16,801.31, Tax Account \$12,887.49, Cemetery Savings \$6,643.99, and Oden Light Savings \$540.50. Tax bills are out.

D. Henning **Moved** to approve bills for \$8,280.53. Second by d. Morford, Carried 5 Yes, 0 No.

Fire Board Report: The Jaws money has been received, and the address for the DTE bill has been corrected. Jim Cantrell is working on the list of maintenance issues that was requested by the Township Board walk thru. Glen & Al will be starting on next year's budget. Brian Johnson is now officially on the fire roster and Jamie will be going down to Lansing to take his State Board to get his license. The turnout gear and boots are in and has a total cost of \$33,241.30.

D. Henning made the **Motion** for the Township to appropriate \$4,500.00 to the Fire Department to go towards the generator repair at the fire hall. Second by K. Shomin, Carried 5 Yes, 0 No. With this new appropriation and the previous appropriations for the turn out gear and EMS gear, the total Fire Department Appropriation from the General Fund account should be at a total of \$50,000.00 appropriated in the line item 101-336-961. S. Festerling will correct the General Fund Budget as per the previous motions for the turnout gear, EMS gear, and the new generator repair motion. Al reported that the fire departments rescue runs last year were at 235 runs and this year with the run just being called out (during the meeting) we are again at 235! The fire runs for last year was at 76 and as of today this year's fire runs are at 71.

Blight: K. Derrohn has gone around the Oden neighborhoods and was looking at some of the properties as far as the blight. Addresses of the properties that need a friendly reminder to the Townships Blight Ordinance was given to Joe and he will be sending out letters to those owners (approximately 16 properties) stating he will be revisiting them this coming spring.

LAMA: Minutes & Financials were received. D. Plasencia was unable to attend since he was in Lansing for the grant approval meetings. He will update us as soon as he knows about our grant request for Admirals Pointe project.

Assessors Report: A negotiation was settled on the Crooked River Apartments Tax Tribunal on property parcel # 24-41-17-10-100-015. The stipulation addresses only the tax year that was

originally appealed and tax years added through motions to amend that have been granted by the Tribunal. The difference between the values for the property identified and established by the Board of Review for 2014 & 2015 and the values for the property stipulated by both Littlefield Township and Crooked River LDHA LP (Apartments) for 2014 & 2015 equal a total difference of \$56,220.00. A refund of tax liability will be made payable to Crooked River LDHA LP by Littlefield Township.

Sewer Authority: The Budget has been worked on and will be brought to their meeting this coming Thursday.

Unfinished Business:

Millhouse on the Lake Condo: The Survey has been received from Ferguson & Chamberlain Associates, Inc. and the closing on the sale will be this coming Thursday.

Admirals Pointe: We are waiting to hear tomorrow on how our grant application is from Dan P. but it does look really good for us. Meanwhile we need to start thinking about the next phase in the project for the redevelopment. D. Henning made the **Motion** to approve contract change #3 on the Gosling Czubak contract for the Crooked River Marina/Boat Launch Redevelopment for \$2,600.00 upon acceptance of the grant application. Second by K. Derrohn. Carried, 5 Yes, 0 No.

Website: Forms are being uploaded to our website so the forms can be filled in and printed. The Sewer Application was looked over by Joel Wurster to bring it up to to-date and uniform with other forms that we have. The form will leave out the printed tap in fees so the form doesn't need to be updated when changes are made to the fees. Resort Townships Website had a form that we will utilize as well. The form can be used by anyone who would like to be on any of our Boards or committees that they could fill out the application to be presented to the Township Board to fill any empty positions for example Election Board, Board of Review, or Fire Board to name a few.

New Business:

Gazebo Park: D. Henning submitted to Klause at Gosling Czubak the survey work that was done at the Gazebo Park and surrounding areas so he would know what we have been doing there. The next step that we will want to do on this property will be to get conceptual designs and cost projections to turn this property into the trail head that we have always wanted it to become. Klause has drafted a work plan for Conceptual Development and Cost Projections and the task layout of progression. Klause will be meeting with D. Henning at the property on December 8, 2015 to walk the site and see what is currently there. D. Morford made a **Motion** to authorize the supervisor to enter into contract with Gosling Czubak with an amount not exceeding \$3,700.00 for Gazebo Park and Trailhead Conceptual Development. Second by K. Shomin, Carried 5 Yes, 0 No. K. Derrohn received a email from Harbor Fence that they will be starting the work on placing the posts and rope around the property this week.

Miscellaneous: LAMA Joint Meeting to review & approve budget for 2016 is being held December 14, 2015 at 6:30 PM here at the hall.

Clerks Agenda: S. Festerling reported the F-65 has been uploaded to the State after D. Henning created an Excel spreadsheet that helps to pull all the information together for the F-65. S. Festerling made the **Motion** to purchase a gift card in the amount of \$100.00 from Home Depot and a bag of Starbucks Coffee up to \$20.00 for Township Employee Jim Cantrell as a Christmas gift. Second by D. Henning, Carried 5 Yes, 0 No.

Regular Meeting was then **Moved** to adjourn by D. Henning @ 8:35PM

Sondra Festerling, Clerk