

# **REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING**

## **January 2, 2018 TIME: 7:00 PM**

Meeting called to order by Damien Henning, Supervisor. Present: Dean Morford, Trustee, Katie Derrohn, Trustee, Kim Shomin, Treasurer, and Sondra Festerling, Clerk. Guests: Art Drayton, Pennie Reid, Bill Shorter, Roman Benson and Paul Mooradian.

**Consent Agenda:** Item #9 Blight Enforcement Report was removed from the Consent Agenda. **#3** Regular Meeting Minutes 12/5/17 & Special Meeting 12-11-17, **#5** Budget Adjustments: Adjust General Fund Budget- Treasurer Office Supplies #253-727 to \$8,000.00 from General Fund- fund balance, and General Fund Budget- Planning & Zoning Salary #410-702 to \$1,420.00 from General Fund- fund balance. **#6** Approval of Bills: \$30,965.29, **#10** Management Authority Report: Received at Joint Meeting, **#11** Assessor's Report: None, **#13** Sewer Authority Report: In Packet, **#14** Library Board Report: No Report, and **#17** Miscellaneous-Correspondence: Meetings: MTA Meeting 12-17-18, Public Transit Meeting 1-23-18, and Road Commission 1/23/18 @7PM were all entered into the Consent Agenda and declared Adopted.

**Financial Report:** K. Shomin reported: General Fund Checking \$48,310.77, Sewer Fund Checking \$80,480.37, Fire Fund \$19,549.83, Tax Account \$121,825.93, Cemetery Savings \$8,001.02, and Oden Light Savings \$2,396.81.

**Public Comment:** Roman Benson from Alternative Solutions Plus, Inc. came before the board to talk about Medical Marihuana and to hand out brochures on voting Yes and to say Yes on the Michigan Medical Marihuana Program. Roman gave his presentation in hopes that the Township would consider opting into the Michigan Medical Marihuana Program's five licenses. The five licenses are: Provisioning Center, Manufacturing, Growing, Secure Transport, and Testing Licenses. Mr. Benson feels that by saying yes to the program it would cause no risk to the community while providing patients safe access to medicinal marihuana as required by the State of Michigan. After brief discussion the Township thanked Mr. Benson for coming into the Township and sharing with us.

**Fire Board Report:** Minutes and Financials were received. The Fire Budget was presented and the only comment on a change would be the television expense. The Fireman's Association has stated they would appropriate money for the television expense out of their budget. With the contribution for the television cost the revenue side of the budget should see a credit to offset the budget expense under Miscellaneous Income. D. Henning also brought up that there were questions asked by the Fire Department in regards to the Townships Appropriation for last year and if we gave them everything we said we would. S. Festerling reported that the Township did appropriate the full \$30,000.00 during the Township's fiscal year but because the township and fire department have two different year ends it will show up in the fire departments budget on two different years. D. Henning said it would be great to show a balanced budget, so it would be better to decrease an expense account that is over inflated. Art Drayton said that equipment purchase expense account #9210 could be decreased to \$2,400.00. the budget would then show \$159,060.00 in total revenues, \$159,049.00 in total expenditures making an excess of revenue over expenditures \$11.00 and a final ending fund balance of \$27,979.00. S. Festerling Made the **Motion** to adopt the Alanson Littlefield Fire Department Proposed Budget 2018 to reflect the amended change to line item #9210 to \$2,400.00 which will make a balanced budget. Second by K. Shomin, Carried 5 Yes, 0 No.

Art reported that the fire hose should arrive tomorrow by Fed Ex Ground from Chicago. It will be arriving on 2 skids, 19 boxes. Art is not sure if it is the complete order. He is having it delivered out at Ginup's because the firehall has no way to unload 2 skids during the day, and if Brian Johnson is out on a call there wouldn't be anyone at the hall to receive the shipment. D. Henning asked how they are going to get it from Ginup's to the firehall, and Art reported that he will have guys after work go out with a trailer and they can off load it at the firehall. It will take more than 1 person to do the job.

Art reported that Brian has gathered this year's Annual Fire Department Report and placed it in a book. D. Henning has the Township copy. This last year the Fire Department had 101 fire runs and 212 EMS runs. The report goes back the last five years breaking down the type of run and also if there was mutual aid given to us or if we gave mutual aid to another department. Kim will pull information from the book to place in the newsletter. D. Henning will scan and email the report to Bill Shorter and the rest of the Township Board.

### **Planning & Zoning:**

**Case #PSPR17-015:** A request by Wayne Blomberg for Ryde Marine on a site plan amendment at 7433 Keystone Park. The property is zoned I-1 Light Industrial. The amendment request is for allowing outdoor storage. K. Derrohn reported Wayne has two storage units for his boats in Keystone Park, and came in before P & Z because he received a Notice of Violation letter from the county. The letter was sent because he has been doing outdoor storage with some of it in his parking area and the rest in his lot. He has since removed the stored boats from the parking area. Wayne didn't attend tonight's meeting. In hopes of obtaining clarification K. Derrohn asked Paul Mooradian if the trees that are around the lot are Wayne's trees or part of Keystone's property. Paul responded by saying that he is unsure because when he first purchased the property he planted a bunch of trees and he staggered them. The trees could be on either of Wayne's property or Keystone's. This fall Paul learned that when Wayne first purchased the property from what was then Drayton Industrial Park that he did not have or hadn't requested outside storage and hasn't ever applied for it. K. Derrohn said that P & Z would like clarification as to who the current trees belong to because if they don't belong to Wayne he will need to put up non-seasonal trees or a fence to shield his storage from M-68. There is also a concern as to where all the boats are being stored that are shrink wrapped and how tightly they are together from the stand point of our fire department being able to get into the property if a fire was to break out. The fire trucks wouldn't have a big enough opening to battle any fire. K. Derrohn made a **Motion** recommending to table this case for more information. Second by K. Shomin, Carried 5 Yes, 0 No.

### **Unfinished Business:**

**Joint Rec. Plan Update:** We received around 30 survey monkey responses, but there are a few more filled out paper copies at the Alanson Public Library that D. Henning will pick up and get over to Wade Trim. D. Henning is in the process of reviewing the information he gave them in regards to the properties the Township has acquired or in the process of acquiring. D. Henning, Greg Babcock (Village President) and Adam Young from Wade Trim are planning a meeting on January 12<sup>th</sup> for the preliminary to go over everything so far. The Public Hearing and 30-day Review newspaper notice will be published in the paper the week of January 22, 2018 and then the 30-day draft plan review period will be January 26<sup>th</sup> through February 25, 2018. The Joint Village/Township Special meeting would then follow in February with the approved plan being submitted to MDNR the beginning of March.

**Blumke to Milton:** In October it was reported that we have a fully ratified grant agreement and it was set up that the Township would buy the property and we would get reimbursed from the State of Michigan just like we did for our Admirals Pointe purchase. D. Henning said he was pretty sure he already had the authorization to move forward from this point, but he would like to reinforce it. K. Shomin made the

**Motion** authorizing D. Henning to arrange the purchase of the Blumke to Milton Rd property on behalf of Littlefield Township that will be reimbursed by the State of Michigan later. Second by K. Derrohn, Carried 5 Yes, 0 No. The Purchase came out to \$133,000.00 and the State of Michigan is going to pay \$99,000.00 for this section of the railroad. We will see a little bit of professional service costs but the grant match will be coming from the Olke/Brills.

**New Business:**

**FOIA Request- Windjammer:** The request is coming from the law firm of Miller, Canfield, Paddock, & Stone PLC from Lara Kapalla-Bondi. The requesting documents that make up this FOIA is over an inch thick and will take some time to fully understand what they are looking for. This request is being initiated due to a lawsuit between Rick Lobenherz and Windjammer. The FOIA is asking for anything we have in our records pertaining to Windjammer Marina, K & P Property, Kurt's Marine Service, Boathouse Property, Crooked Lakes Marina, Crooked Lake Yacht Club, and Rick Lobenherz. This FOIA request was also given to Emmet County, Emmet County Road Commission, and the DNR/DEQ. Most of the information that this FOIA is looking for would be found in other entities since the Township is not the final determination entity. Joel Wurster will be helping us file an extension since the main request not including the support documents is 13 pages. In looking into the scope of researching for this, we will be going through our minutes books back to around the year 2000. D. Henning said the only other thing that he would have is a complete set of blueprint sized plan drawings, but these too would be at the County level. We would need to identify if they want us to make copies of them, and they have the understanding that we don't have a way to reproduce them ourselves- are they willing to pay for them to be reproduced by a print shop. S. Festerling will start to locate any information but will also be in contact with Joel Wurster to help decipher the full request and a response back.

**Liquor License Transfer:** We have received a letter from the State of Michigan Department of Licensing and Regulatory Affairs regarding a transfer in ownership for a liquor license. It appears that the Ponshewaing General Store has been sold and is looking to reopen.

**Clerks Agenda:** S. Festerling reported a letter was received from the State that our Michigan Sales, Use, & Withholding taxes are being changed to quarterly as of January 1, 2018. Our first payment will be due in March. Our new Tax Rate Determination for 2018 is now at 1.70% which is down from last years rate of 1.83%. Our F-65 report has now been completed and received by the State so we will start seeing our revenue sharing deposits. The Cemetery Sexton has given a report on the total Burials and the request to pay the Village of Alanson for the use of their backhoe.

Regular Meeting was adjourned @ 8:50PM by D. Henning

Sondra Festerling, Clerk