

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

July 2, 2019 TIME: 7:00 PM

Meeting called to order by Damien Henning, Supervisor. Present: Dean Morford, Trustee, Sondra Festerling, Clerk, Katie Derrohn, Trustee, and Kim Shomin, Treasurer. Guests: Julie Peurasaari, Art Drayton, Brian Drayton, Bob Wurst, Kim Morgan, John McGuire, Kurt & Patty Hoffman, Dave Cooper, Paul Mooradian, Bryan & Tracey Calnen, LD Armock, Heather Armock, Doug Armock, Bill Shorter, and Roman Benson.

Consent Agenda: Item #9 Blight Enforcement Report was removed from Consent Agenda, and Items #3 Regular Meeting Minutes 6/4/19. #5 Budget Adjustments: General Fund Account#101-959 Dues: increased \$25.00 to total \$2,205.00 from Fund Balance, #6 Approval of Bills: \$34,393.96, #10 Management Authority Report: Financials in Packet, #11 Assessor's Report: None. #13 Sewer Authority Report: In Packet, #14 Library Board Report: Will Forward, and #17 Miscellaneous: ECRC Meeting Minutes, and Citizens Planner Notice-Online registration with MSU Extension. were all entered into the Consent Agenda and declared Adopted.

Treasurers Financial Report: K. Shomin reported: Tax bills are out with the new Newsletter which turned out great. We have received a State Revenue Sharing check. Financials Given: General Fund Checking \$53,010.79, Sewer Fund Checking \$72,159.80, Fire Fund \$31,237.86, Tax Account \$175.13, Cemetery Savings \$9,698.35, and Oden Light Savings \$3,505.36.

Public Comment: Roman Benson from B+B, LLC Medical Marijuana Provisioning came before the Township to see if the Township made any decisions on Medical Marijuana Provisioning. K. Derrohn stated that she has been looking into this with Planning and Zoning and to see what options could possibly be to do an ordinance and also land use. K. Derrohn has talked to Tammy Doernenburg in order to get together to see what we would need to do before bringing it before the Township Board.

Fire Board Report: The Minutes and Financials were received. Art reported that truck 4136 is back in operation and it looks great. The Jaws agreement with Bear Creek is official on swapping the two jaws. The maintenance on the generator has been done as of last Friday along with the fire extinguisher maintenance. Fairbairn's was out and fixed the north end of the building with the two heat pipes and vent pipes out the end of the building. The water supply truck #4127 is still laid up waiting on the transmission to be fixed and if it doesn't happen by this week, they will pull the truck back and have someone else do it. It is just taking too long to get fixed. Brian Drayton reported that the department is looking to recruit more EMS. If anyone hears of someone interested please send them into the fire department. K. Derrohn asked about the cost for the candy on the 4th of July. Art reported that it is done by the Fire Association. The Village paid \$250.00 to go towards the 4th of July parade trophies which is enough. D. Henning stated to have the department request the Township to provide the money for the trophies before the 4th next year so the Village and Township can take turns paying for them.

Blight Enforcement: K. Derrohn tried to contact our Blight Officer but has only been able to get a voice mail that states to call back. She then sent an email out with information on 3 properties of concern in Oden. One of the houses appears to be abandoned owned by Jack Coffell. This building is in real bad shape and something needs to be done before rodents become a real issue for all in that area. The second

house is the one we have to remind periodically about maintaining the property on the corner of Luce and US31. The yard looks good but the porch has been overtaken again. K. Derrohn also stated that we need to get in touch with Marty VanBerlo at the county about the house on Indiana that is falling down. There should be some type of fencing around this building. The gaps in the house does not permit locking it up to keep people from getting inside. It could fall in on someone if someone was to enter it.

7151 Valley Rd is still a big problem and the Township needs to step up to take care of the blight- it will most likely end up in court. D. Henning asked if K. Derrohn was ever able to get ahold of Mike our Blight Inspector and she said no not yet. D. Henning stated if the Township was to prioritize the properties it would be #1: 7151 Valley Rd., #2 House on Indiana that is falling down, #3 Coffell house, and #4 Corner of Luce and US31. D. Henning will get in contact with Mike Vargo on all of these cases.

Planning & Zoning: The Committee did not have a quorum to make a recommendation and moved the cases onto the Township for review.

Case #PSPR19-003: A request by Rob and Beth Hogerwerf for a Site Plan Review for a tourist Home at 4721 Oden Rd. The property is zoned B-1 Local Tourist Business per Articles 10 & 20 Zoning Ordinance. This is the house that was tarped off near Northwoods Family Restaurant and butts up to the bike path that was taken down after going to court. This is also the property that prompted the township to look into rezoning property along a section of Cincinnati Rd. that way the owner wouldn't of had to build it as a tourist house it could have been a cottage. The plan looks good and our fire department has been out to look at the property. The only comment the fire department had was if the property owner wanted to place a Knox box on the tourist home, they could get one. There is plenty of parking available and it does have sewer there in the back-left hand side of the proposed cottage. The property does meet all the setback standards. The P & Z Committee members did not have a problem with this case but were unable to make any recommendations with out the quorum. D. Morford made the **Motion** recommending approval of case #PSPR19-003 to Emmet County Planning and Zoning. Second by K. Shomin, Carried 5 Yes, 0 No.

Case #PSPR19-004: A request by Bryan & Tracey Calnen for a Site Plan Review for storage buildings at 7319 Keystone Park Dr. zoned I-1 Light Industrial and is per Articles 14 & 20 and section 26.43 of the Zoning Ordinance. They are planning to start with half of the project (one storage building) before starting the second. The applicant meets all the standards and will have sign and lighting on the buildings which will go before sign & lighting at the County. He will not need a dumpster since they are writing it into the lease of the storage units how excess trash/garbage is to be dealt with. The Fire Department has reviewed the project and they will not be placing a Knox Box due to the number of proposed units within the cold storage buildings. Fire Chief, Art Drayton reported that since there will be 22 different units the departments "master key" would be to use bolt cutters. D. Morford made the **Motion** recommending approval of case #PSPR19-004 as presented to Emmet County Planning and Zoning. Second by K. Shomin, Carried 5 Yes, 0 No.

Re-Zoning Cincinnati St, Oden: K. Derrohn reported she has the application to possibly move ahead with re-zoning Cincinnati St. in Oden. Tammy Doernenburg has offered to help with sending out a letter to all of the residents that are along that corridor that would be affected by this. The residents would be instructed in the letter to come before the Planning & Zoning Committee Meeting that Tammy would also be present for so the re-zoning could be shown and all questions could be answered. All of the proper leg work would be done before it would come before the Township Board for final approval so the regular meeting is not extended with potentially a large audience with questions. The questions can be addressed a head of time. K. Derrohn explained that the current zoning of B-1/B-2 would not permit the property

owners to re-build cottages if they were to burn down. We would need to re-zone to an R-2 so they could re-build cottages. D. Henning made the **Motion** allowing Littlefield Township Planning & Zoning Committee to work with Emmet County Planning and Zoning to re-zone along Cincinnati St. (North side) between Moore Ave. and Rose St. in Oden and work together to notify the owners because this re-zoning reflects Littlefield Township's Corridor Study. Second by K. Derrohn, Carried 5 Yes, 0 No.

K. Derrohn reported that the Planning and Zoning Committee is down to 3 members remaining. It was asked if the committee could be reduced to 3 people since it has been hard to find anyone dedicated to fill the 2 vacant positions. It would not be a good thing to decrease the number since there would not be a quorum if one was unable to make it out of three. The conversation started to include the other positions within the Township that still need to be filled. We are still searching for a Township LAMA representative and a Fire Board Member as well. It was decided to advertise all the vacancies once a week on Fridays News Review and that all positions are compensated with a per-diem.

Alpine Propane: K. Derrohn also acknowledged that LB Armock was in attendance again regarding the two propane tanks next to his property. LB Armock stated that he did have Art Drayton come out and look at the positions of the tanks and their proximity to the Armock house. Art stated that he also felt the front tank could be too close to the house. Art measured from the fence which was said to be on the property line and came up with 48ft not the 50'2". Art stated that it would be best to get all involved on this issue, including Tammy from the County, and go over it together. D. Morford made the comment that the property needs a survey and marked to clearly identify where the property line is so accurate measurements can be made. Paul Mooradian stated that after last month's meeting, he did follow up with Mr. Armock and gave him the contact information for the State Inspector. Paul also stated that he would be willing to get together with Mr. Armock, the property owners, Tammy Doernenburg, and anyone else at the property to try to resolve this. K. Derrohn stated that the Township will get ahold of Tammy at the County asking that they help in requesting a current survey from the property owners so accurate measurements can be made on the positioning of the tanks and their proximity to the Armock's house. D. Morford stated that the County could at least ask for a verified as-built on the property and if it is found that it was not built as it was stated in the as-built then they would be in violation, but we won't know until a survey is done. Paul asked Mr. Armock if he has contacted the State Inspector, and he said no that having the Fire Chief Drayton come out was good enough for him. Paul explained that the County zoning only has a 20ft setback but the State has bigger regulations and they would be the ones to also get involved.

Unfinished Business:

Admiral's Pointe: D. Henning asked the board if everyone had the chance to go over the packet of information from Miller Canfield on 2019 Capital Improvement Bonds for Hay Lake Marina & Park Project. Once we pass a resolution, we will be able to begin reimbursing ourselves for the funds we have already paid out of our General Fund for this project. After brief discussion Damien Henning offered **Resolution 19-05 Notice of Intent Resolution Capital Improvement Bonds, and Dean Morford supported.** A Roll Call vote was administered with AYES: Dean Morford, Katie Derrohn, Kim Shomin, Damien Henning, and Sondra Festerling. NAYS: None. Resolution was Declared Adopted and Certified by Sondra Festerling, Clerk. The Township will need to notify the electors on the intent to issue the bonds by publishing a notice in the Petoskey News Review and the 45-day referendum period will begin.

D. Henning stated that he had requested different amounts and terms from Bond Council and after review of each amount and the terms that was provided Damien reported that there are some new updates to the dredging portion of the project. Currently not quite half of the dredging has taken place and the original plan was to de-water the spoils and then transport it to the Township Cemetery. The Cemetery's back property was prepped for this to happen by taking out some additional trees and stumps, and placing a driveway with a culvert at the back gate. The plan has had to change because it was found that the spoils is marrow (more clay like) and not the type of silty soil we would want placed in the cemetery. We can place the marrow soil at the Township Dump Property. The boardwalk on the north end where the Condo finger docks attach does belong to the township and has been identified as needing to be replaced. The walkway is partly underwater and some of it is angled at 60 degrees making it a liability and unsafe to walk on. Gosling Czubak has provided an updated projected cost tracking dtd 6/27/19 with an overall estimated cost of \$2,742,310.00 minus our Grant reimbursement would be approximately \$2,032,310.00. This figure is inflated so we can budget a bit higher giving us cushion if there are any overages. The figures can be used as a tool to identify what amount and terms we feel the township is willing to do on bond. D. Henning made a **Motion** approving the changes to the project as outlined in the Hay Lake Marina- Project Cost Tracking report 06/27/19 and to move forward with Bonding \$2,185,000.00 for 25 years at a projected interest rate of 3.75% ending in the year of 2044. Second by K. Shomin, Carried 5 Yes, 0 No.

Invasive Species: An email was received from Grenetta Thomassey from the Watershed Council dtd 6/27/19 stating the completed treatment on the Crooked River came in at \$3,198.44. Littlefield Township's portion of this bill came to \$202.18, and the check is to be made out to Tip of the Mitt Watershed Council and they will send one check to PLM.

Cemetery Stump & Driveway Update: As reported in Admirals Point the work has predominately done. They have taken out all scrub trees and shrubs, stumps removed, culvert, and driveway put in. Williams is finishing up by burning some of the scrub brush and smoothing out the property. This cost when the bill comes in will be paid out of the Cemetery account under land improvement.

Clerks Agenda: Last month a packet of information was handed out to the board on Accident & Sickness Insurance Proposal that was prepared by Jon Koets from Ted Hartleb Agency. The Board members want to take additional time to look over those documents and to bring back at another Regular Board meeting. The email that was received from Julia at SeniorLivingHelp.org requesting to be added as a link on our website was talked about. The board was not in favor of permitting because there are many good services provided to residents, but it is felt that if we said yes to one of these services, we would have to say yes to all of the helpful services available and that would overwhelm our site. We can suggest to have Julia contact the 211 and see if they would be able to help her. An email was also received from Barb Pontisso of Veteran Village USA seeking permission to preform roadside donations in our area. It was discussed that since our Township is under Emmet County Planning & Zoning Barb would have to get approval from the County Planning & Zoning that it would be something that they would permit.

No other comments or information was brought before the Township Board.

Regular Meeting was adjourned @ 9:00 PM by D. Henning