

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

July 3, 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, Brian Drayton, Doug Stutesman, Julie Peurasaari, Paul Mooradian, and Larry Williams.

Consent Agenda: Item #3 Regular Meeting Minutes 6/5/18, #5 Budget Adjustments: None. #6 Approval of Bills: \$41,170.68 and added additional bills in the amount of \$23,699.52, #10 Management Authority Report: None, #11 Assessor's Report: None, #13 Sewer Authority Report: In Packet, #14 Library Board Report: None, and #17 Miscellaneous-Correspondence: MTA Meeting 7/18/18 and HB 6049 – Meeting with Chatfield, were all entered into the Consent Agenda and declared Adopted. Removed from Consent Agenda and moved to the Regular Agenda: #9 Blight Enforcement Report.

Treasurers Financial Report: K. Shomin reported: General Fund Checking \$89,249.05, Sewer Fund Checking \$103,556.47, Fire Fund \$21,624.96, Tax Account \$0.00, Cemetery Savings \$8,743.02, and Oden Light Savings \$2,720.04. Kim also reported all the tax bills with the township newsletter has been sent out.

Public Comment: Dave Carlson -Bossingham's Cabins was unable to come now but wants to be placed on the August Public Comment. Larry Williams made a comment in regards to his invoice that was sent out on 6/29/18 #003235 for the 4287 S. US HWY, Oden Demo Job. The invoice came to \$11,000.00 but at the bottom of the invoice he placed the statement: "***In the event Littlefield Township decides to build a playground on the said site, \$1,000.00 may be deducted from this amount as a Williams Excavating, Inc. charitable contribution to the future playground project." The Township Board thanked Larry for his family's generous contribution. D. Morford made the **Motion** to accept Larry William's offer and that we place the money into a sinking/capitol fund as a line item in the Township's budget to buy playground equipment in the Oden Gazebo Park, Second by K. Shomin, Carried 5 Yes, 0 No. Conversation was also had about safety of the park for children.

Fire Board Report: Art Drayton asked if the Township Board received the Fire Board Minutes. We had not. Art gave S. Festerling a copy of his minutes to photocopy for the Township Board to review. The roof of the building needs to be looked at. The front of it up on the peak- one piece is bent and bowing out. This area of the roof was not like this this past winter. It just started to do this within the last two weeks. D. Henning reported that upstairs at the firehall there is a legal box of records with all the shop drawings and all of the contractors that were involved. In the list of contractors, you will find who should be called to do the repairs on the roof. Art then asked if there was any possible way that the fire department could get a truck load of the black dirt that is out at the Keystone Park project so they could spread in multiple areas. D. Henning said he would check with the contractors and see if there would be any extra. He also said that it was thought that we could place any of the extra up to the cemetery but there is an issue with the cost for trucking the dirt. Larry Williams offered to help with moving the dirt if there is any extra.

Blight Enforcement: Mike Vargo submitted his report as of June 21, 2018 with 9 properties listed. K. Derrohn would like to see not only the warning letter going out on 7151 Valley Rd. but for the Township to pursue this case on a timely matter. K. Derrohn talked to both the Emmet County Building Department (Marty) and the Health Department (Dan). They told her that there is not much more they can do about it. This property is the one we talked about late last fall and it had a lady living in the trailer with a small boy. The trailer is not hooked up to sewer or septic, has no electricity or running water. This is also the same property that was talked about at last months meeting with all of the outbuilding shacks popping up. This should be a health issue and does not have occupancy. The two departments are telling K. Derrohn that they can't catch the lady on the property but yet the neighbors say that she is there all the time and that they bathe in the creek. The Health Department said that they "have no teeth" to pursue this. The Township wonders how other communities can deal with such occurrences but we can not when it truly is a health code violation. Tammy Doernenburg from Planning and zoning went out to the property and said

that they are not violating any zoning but the building department is trying other avenues but hasn't found anything substantial. Social Services has also been out there but still nothing has been done. We need to keep moving forward if its 30 days we give then we need to move to the next stage if it hasn't been dealt with. Some of the other cases also needs to stick to the schedule of moving to the next stages so we don't find ourselves nearing winter without any action.

8855 Rose St: The gentleman who lived there has passed away and the nephew has taken it over. The mess is still there so a letter needs to go out to the nephew reminding them that the property needs to be cleaned up in a timely matter.

8832 Rose St: This property has not seen any improvement since they were first sent a letter last year. The property is posted as uninhabitable. Unfortunately, as long as the grass is kept mowed we won't be able to do anything unless it is noticed someone is staying in the house- the County could get involved further.

8825 Luce St: this property is also in the same condition as last year. The abandoned car was removed and the house is in foreclosure. This is now owned by the County Landbank and they will be working on improvements.

4229 Indiana: property is vacant and posted uninhabitable-same as last year but is continuing to be falling in. Once the house falls down it can be sited as blight. The building is unsafe and shouldn't be entered.

D. Henning will ask Mike Vargo to expedite all properties.

Planning & Zoning: Case #PZBA18-008 Hopkins was withdrawn.

Unfinished Business:

RFP – Township 20 Acres on Powers Rd: A copy of the RFP for the purchase of township land on Powers road was provided to the Township Board. The Notice will be in the Petoskey News Review for the next 4 Fridays. The Bid Proposals need to be received by August 6th and the Township Board will be considering the proposals at their August 9, 2018 Regular Board Meeting. The Township reserves the right to accept, reject, or counter any proposal in any manner that it determines to be in the public interest.

Admiral's Pointe Projects: Gosling Czubak is working on finalizing their drawings to be able to get the bids out. Keystone Park property is moving along and what was thought to be a spring causing the water was found to be trap "perched" water. The water was able to be routed to the east of the property draining the problem water away. Gosling Czubak designed the trench that accomplishes the draining. The pole barn will have gravel flooring so Kurt will not have to worry about a cement floor heaving with it not being heated over the trap water draining area.

New Business:

Moore Rd. Speed Study: The Road Commission sent a letter with their findings on the speed study for Moore Rd. Dated June 5, 2018. The study was done on May 17th and May 22, 2018. On the May 17th study found that 85th percentile speed going east bound was 59 mph (out of 403 vehicles). The west bound traffic's 85th percentile was 62 mph (out of 365 vehicles). The study done on May 22nd found that the 85th percentile speed going east bound was 63 mph (out of 388 vehicles). The west bound traffic's 85th percentile was 68 mph (out of 357 vehicles). County Roads are typically 55 mph which would be appropriate for this road. An increase of law enforcement for the speed limit would be beneficial between 6AM to 9AM and 3PM to 5PM to encourage people to slow down.

Land Bank Update: A proposal was made to the Emmet County Land Bank by Habitat for Humanity (dated June 28, 2018) on the Luce St. properties that the Township paid for all the clean-up on along with the newly acquired foreclosure property next to those two lots. The proposal would have the three lots be turned into four. **Project 1** is on the property closest to the Bike Path and Gazebo Park that Littlefield Township paid for the Demolition and clean-up on. As long as the property is donated by August 31, 2018 a selection process will begin for a family and that the construction of a single-family home will begin in July 2019 with completion by June 2020. **Project 2** is on the lot that was newly acquired, split and that has the house sitting on it. The current house on the property is to be cleaned up at the Land Bank's own expense. Once cleaned up Habitat Volunteers will update the exterior within two months of securing ownership. They will maintain the house property until the house is sold and then will renovate the home starting July 2019 and completing by June 2020. **Project 3** is on the second lot that Littlefield Township paid for the demolition and clean-up on. This property is to be donated by August 31, 2018 and in July 2020 construction of a

single-family home will begin and completed by 2021. **Project 4** lot would be separated from the newly acquired house property and construction would begin by July 2020. It will be a home that may include a walk-out basement due to the terrain of that section of property. The completion date of the house would be by June 2021. The motion was made at the Emmet County Land Bank Meeting that the two properties that Littlefield Township helped the Land Bank on and the new acquired property on Luce St. be donated to Habitat for Humanity. The newly acquired property would be divided into two lots and Habitat would be responsible for any additional assessments after the donation and that the property needs to have substantial progress by June of 2022 or the property would be reverted back to the Land Bank. After the unanimous (6) vote in favor, discussion was started by the inquiry from K. Derrohn who attended the meeting. The discussion was that Littlefield entered into a partnership with the Land Bank and should be included in the decision of what happens to the property. It was also stated that the Township paid for the demolition, clean-up, & reclamation at a substantial cost to the Township. K. Derrohn said to them that the Land Bank cannot go arbitrarily into a contract with Habitat for Humanity without Littlefield Township's Board agreeing. It was then decided to add an amendment to the motion that added "subject to Littlefield Township Board approving the split at it's July 3rd meeting."

After the Township board went over the proposal and the Land Bank unapproved minutes a discussion was started. Our board thought that the original agreement was since we paid a substantial amount on the demolition, cleanup, and reclamation of uninhabitable homes and property that the partnership with the Land Bank to improve the Oden Community for low income housing was a joint venture and should be treated as such with equal say in what happens to the property. It was also originally believed that a portion of the costs would come back to the Township once the property was sold and that we would have a say in the development of the property. It was stated at the Land Bank meeting that Habitat maintains contact with the owners until the mortgage is paid. K. Derrohn would want to have added to the contract that Habitat for Humanity will be managing the property and its upkeep until the families who mortgage the properties & homes have paid their mortgages in full to prevent any new blight in that area. K. Derrohn also stated that if the Township considers this donation we would not recoup any of our costs in the cleanup but the properties would be added back on our tax roll. The Township will not be throwing in the cost of the sewer taps to this donation. Habitat will have to purchase the sewer taps on all four of the properties. D. Morford made the **Motion** that Littlefield Township approve of the Land Bank's proposal to donate the properties that Littlefield Township partnered with the Land Bank to Habitat for Humanity as outlined in their proposal, and with the knowledge that the sewer taps on those lots are not included. Second by K. Shomin, Carried 5 Yes, 0 No.

Oden Parks: The Gazebo Park garage is finished being painted. The water is being ran off of the fountain with the dog watering station, but it will be changed since it is not strong enough to do both the watering of the plants and as a drinking fountain. The posts have been ordered for Walter Dow Park. They will be between 26 to 27" and should cost us a little bit less than the quote because the one side will have a larger opening so the lawn mower can get on the property to cut the grass. The trees at the MDOT/Woodruff Park have been trimmed and cut down making the property look tons better.

Clerks Agenda: S. Festerling reminded the board of all the upcoming election dates leading up to the August Primary Election. D. Henning said that he would go to the Public Accuracy Test at the County on July 25th at 2PM. S. Festerling will call and remind him the week of. At the February 6th 2018 Regular Board Meeting the Motion was made to change our August Regular Board Meeting to Thursday, August 9th due to the Election being held on the first Tuesday of the month. S. Festerling will post the notice in the News Review and at the Hall. The Audit will start July 23rd so everyone will need to get their records to the Township Office before 8 AM on July 23rd. After our Regular Township Board meeting tonight, we will be conducting a brief meeting of the Townships Election Commission to appoint the Receiving Board and Election Inspectors for the August 7th Election.

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

Regular Meeting was adjourned @ 8:18PM by D. Henning

Sondra Festerling, Clerk

Special Littlefield Township Election Committee Meeting
July 3, 2018 TIME: 8:20 PM

Meeting called to order by Damien Henning, Supervisor. Present: Kim Shomin, Treasurer, and Sondra Festerling, Clerk. Guests: Dean Morford, Trustee, Katie Derrohn, Trustee, Art Drayton, Brian Drayton, Doug Stutesman, Julie Peurasaari, Paul Mooradian, and Larry Williams.

S. Festerling recommended to the Election Committee that for the August 7th, 2018 Primary Election the Littlefield Township Receiving Board be made up by Kim Morgan, Republican and JoAnn Lunt, Democrat. The Election Inspectors be made up of Kim Morgan (R), Casey Festerling (R), George Kirkby(D), Sharon Kirkby(I), Nancy Norton(D), Wendy Davis(R), JoAnn Lunt(D), and Sondra Festerling (R).

D. Henning made the **Motion** approving S. Festerling's recommendation to have Kim Morgan (R), Casey Festerling (R), George Kirkby(D), Sharon Kirkby(I), Nancy Norton(D), Wendy Davis(R), JoAnn Lunt(D), and Sondra Festerling (R) as Election Inspectors for the August 7th, 2018 Primary Election, and that the Littlefield Township Receiving Board will be made up by Kim Morgan, Republican and JoAnn Lunt, Democrat. Second by K. Shomin. Carried 3 Yes, 0 No.

D. Henning motioned to adjourn the Special Meeting of the Election Committee @ 8:22PM

Sondra Festerling, Clerk