

# REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

**August 8, 2019 TIME: 7:00 PM**

Meeting called to order by Damien Henning, Supervisor. Present: Dean Morford, Trustee, Sondra Festerling, Clerk, and Katie Derrohn, Trustee. Guests: Art Drayton, Brian Drayton, Kim Morgan, Kurt Hoffman, Paul Mooradian, Bill Shorter, Jeff Strahan, and Renie Russo Strahan.

**Consent Agenda:** Items #3 Regular Meeting Minutes 7/2/19. #5 Budget Adjustments: **General Fund** Account#477-Land Splits: Adjust +\$100.00 to \$250.00 to Fund Balance, #664-Interest: Adjust +\$500.00 to \$1,500.00 to Fund Balance, and Account #209-802-Land Division: Adjust +\$100.00 to total \$250.00 from Fund Balance, **Cemetery Fund** Account#853-Cemetery Improvements: Adjust +\$5,000.00 From Fund Balance. #6 Approval of Bills: \$45,367.99, #10 Management Authority Report: None, #11 Assessor's Report: None. #13 Sewer Authority Report: In Packet, #14 Library Board Report: Will Forward, and #17 Miscellaneous: State Police Report, FEMA-Flood Plain Mapping Open House, and ECRC Meeting Minutes were all entered into the Consent Agenda and declared Adopted.

**Public Comment:** Paul Mooradian reported that the Alpine Propane tank was moved today. It was found to be 6" off. Paul stated that a group met out on the site and that he had paid for the property to be surveyed, not for a drawing or to be stamped, but to show exactly where the lines were. The survey showed the tank to be 49'6". Due to the way the piers are holding the tank they couldn't move it much more than the required amount because of the pier placement. Paul talked with Mr. Armock and he didn't care about a drawing or certification but thanked Paul for helping to get it in compliance.

**Fire Board Report:** The Minutes and Financials were received. The Insurance company wrote a check for their estimate to fix the roof of \$13,722.79. The estimate from the contractor came back a little over \$5,000.00 so Art, Bob, & Damien met with Joe from Waterfront Properties. We want to make sure we are going to get the job that we think we are going to get, and not just bending the standing seams up etc. Art is to keep checking back with Joe to make sure we are getting what we think we are getting before the job is started.

Next month there will be a meeting with Maple River on the current costs to provide services to them and how that doesn't relate to what is received in contract contributions for those services.

Kim Shomin Treasurer arrived @ 7:08PM

**Treasurers Financial Report:** K. Shomin reported: General Fund Checking \$27,048.47, Sewer Fund Checking \$62,311.86, Fire Fund \$32,256.88, Tax Account \$254,332.57, Cemetery Savings \$9,898.72, and Oden Light Savings \$3,185.50.

**Blight Enforcement:** K. Derrohn reported that our Blight officer reported talking to Emmet County and to the resident at **5275 Valley Rd.** He has now sent a letter stating that since starting his correspondence back in June of 2018 the property has continued to be a blight issue and will now be turned over to the Township Board and Attorney. This property was in foreclosure but the property owners' parents has brought it up to date and she is now trying to get a building permit to build a roof structure over one of the many buildings on the property. This case will need to go to court to be resolved.

**Corner of Luce and US31:** A letter has been sent again due to the blight on the porch. The owner commented that she is no longer living there and if the porch looks bad it is not her fault/problem. Hopefully the latest letter will get the porch cleaned up again.

**Jack Coffell-Luce St. house:** This property is being cleaned up and a lot of the stuff is now gone.

**4229 Indiana:** The Township needs to contact Marty @ Emmet County Building Department because it has become more of a hazard. The notice is still up but the caution tape has come down. The owner should put up a fence around the house because it is an extreme hazard. K. Derrohn will contact Marty at the County and also Mike Vargo to see what needs to be done to make it safe until the building is dealt with.

**Planning & Zoning:** Alpine Propane-Armock Update was covered under Public Comment. No further information to discuss.

#### **Unfinished Business:**

**Admiral's Pointe:** D. Henning reported that the contracts for the docks and the contracts for the universal access kayak and canoe launch have been signed. The launch came in \$4,000.00 under what was estimated. Elmer's has dredged everything out up to the point where the tree at the northern part of the marsh. The spoils of the dredging will be removed by Elmer's to one of their off-site locations without any additional cost to the Township instead of placing it in our cemetery or the old township dump property. Substantial completion date has been extended out from August 31, 2019 to October 31, 2019 due to a few set-backs on the equipment needed to do the dredging. The fourth of July, Elmer's had to use their barge for fireworks elsewhere.

**Luce Street House -RFP:** Two RFP were received after the notice was published in the Petoskey News review on July 12<sup>th</sup> and 19<sup>th</sup>, 2019 for the purchase and removal of the house located at 8875 Luce St. The first bid came from Haggard's Plumbing & Heating- John Haggard. His offer was to remove the house at a cost to the Township for \$36,859.00. The second offer came from Harbor View Custom Builders-Ben Fettig & Steve Hajek. Their offer was to purchase the house for \$2,000.00 contingent on the Village allowing them to move the house to the burned-out property at 7063 US 31. They would also need to rely on JR Builders schedule to move the house. The Board agreed the bid from Haggard's missed that the township was asking for a purchase agreement on the building, relocation to their own site and that they pay for the cost of permits, removal of foundation, fill in and grade site, and to disconnect and secure any utilities. The bid from Harbor View Custom Builders was in line with what the Township was asking a buyer to bid on but it was felt that the amount was lower than anticipated. D. Henning would like to do a counter offer to see if it is their bottom line or would there be a little bit more they could go, and he would like the authorization to do so. D. Morford made the **Motion** authorizing D. Henning counter the proposal that was presented by Ben Fettig & Steve Hajek from Harbor View Custom Builders as qualified from the township rights as advertised in the newspaper. Second by K. Shomin, Carried 5 Yes, 0 No.

**Gazebo Park- Meengs Donation:** D. Henning reported that Dr. Meengs would like to donate a 6-foot picnic table along with the bike fix-it-station that he previously stated last year for donation at the gazebo park. The picnic table he was looking at was around \$2,500.00 and then he would also like a slab to be placed down so the table can be anchored. The landscape architects when designing the gazebo park did spec out for a table near the drinking fountain. Dr. Meengs only request would be to dedicate the picnic table in the name of his wife and to be honored by placing a plaque identifying as such. K. Shomin made the **Motion** authorizing D. Henning to inform Dr. Meengs the township would love to place a memorial

plaque honoring his wife and to thank him for his contribution of a 6-foot picnic table to Littlefield Township Gazebo Park. Second by S. Festerling, Carried 5 Yes, 0 No.

**Marijuana- Public Meeting:** The Township has scheduled a Public Meeting on August 19, 2019 from 7-9PM on Medical Marijuana. The Township has engaged Michigan State University Extension representatives Lindsey Gardner and Mary Reilley. They will be providing an educational facilitation service in a public meeting to gather feedback on community opinion on medical marijuana zoning ordinances. The flyer that was provided to us by Lindsey needs to be modified because the township has already opted out of Recreational Marijuana Establishments by passing Ordinance 146. The flyer and presentation should only include Ordinances and Options on Medical Marijuana Establishments, and it will need to be advertised as a free public meeting since it is not on our regular list of meetings. K. Derrohn found this service provided by the Extension in hopes we are able to get as much information as we can not only for our Township Board but also to see what our community feels on the topic. K. Derrohn stated that she currently believes that this coming into our area and that the township could benefit from Medical Marijuana Dispensaries only- not growing or processing. She stated that she feels the Township needs to be proactive and gather information on creating a solid ordinance, license, taxing or however it needs to be handled but it is coming. The public meeting will give the residents of Littlefield Township, that comes, the ability to answer polling questions anonymously to show how they feel on the types of facilities and whether or not they would accept placement of a facility within the township. D. Henning stated that this will allow us to be one step closer to an ordinance either for or against it, and that we need to make a decision so it doesn't keep coming before us every month. He stated that no matter how people or a board member stands on this currently we need additional input to make an informed decision one way or the other. S. Festerling made the **Motion** authorizing the expense of \$1,000.00 for engaging Michigan State University Extension's facilitation of a Public Meeting on Medical Marijuana Ordinances and Options. Second by D. Henning, Carried 5 Yes, 0 No.

#### **New Business:**

**Emmet County Road Commission- McCarthy/Coors Gravel:** D. Henning reported that prior to placing dust control down on McCarthy Rd ECRC needed to grade the road leading up to Coors Rd. The ECRC Road Superintendent contacted D. Henning to let him know there wasn't enough product to grade. Well over 5 years ago, the Township placed \$10,000.00 of gravel down on McCarthy but after years of usage and grading more gravel was needed to be able to prep for dust control. D. Henning explained that he has always asked that a grader is used on our roads because they are able to spread and smooth out the gravel without creating ridges along the edge of the road. D. Henning did authorize the gravel so it wouldn't hold up the dust layer placement and is asking for the board approval after the fact. The gravel will cost around \$1,200.00 for this road. D. Morford made the **Motion** authorizing the additional gravel in order to accommodate the dust layer placed on McCarthy Rd. Second K. Derrohn, Carried 5 Yes, 0 No.

#### **Clerks Agenda:**

Accident & Sickness Insurance Proposal: Everyone has had this information for over a month to look at. John Koets sent an email today wanting to make sure that we understood the cost at the bottom of each column is the total cost for the year for everyone. After a brief discussion at the Board level, it was announced to all in attendance that the Township received information from our insurance agent on additional insurance that can be purchased for the Fire Department during our annual meeting to go over our policy. D. Henning stated it would be something that he would like to postpone and consider for next year budget. It was stated that we would look at it as something that would be an additional benefit incentive/ retaining factor for the department and its volunteers. After further conversation on the

proposal, Art Drayton stated that the Fire Department already pays for an accident and sickness policy through VFIS- The same one we have received a quote on. VFIS bills the Fire Department directly. Brian Drayton excused himself from the meeting to go get the binder from the fire hall for comparison. The township had no knowledge of them already participating in the program. We may want Jon Koets to compare the fire departments account with what he provided us with.

MTA Local chapter dues need to be paid but the bank will not change the account to new signers without creating a new account with the signers having to provide their own social security numbers for tax purposes. Sarah Krupa who is the clerk at Readmond Township and is the MTA Local Chapter Treasurer has offered to invoice all the townships for the MTA dues but will need the checks to be written to her personally reflecting in the memo section ECMTA Dues. This will allow for the local chapter to collect the dues without having to open a new account using the signer's personal information. This was presented, voted on, and passed at the July Local MTA meeting. Our board will want to approve of this invoice of \$25.00. D. Henning made the **Motion** to approve paying the local MTA chapter dues to Sarah Krupa in the amount of \$25.00. Second by S. Festerling, Carried 5 Yes, 0 No.

Due to the passing of the election proposal last year the County will no longer be doing the voter registration processing like they have been doing. This is now something I will have to pick up permanently since the only person who can register a voter 15 days before an election is the local clerks. This also means that the 2 weeks before an election I will not be able to work at my regular job because I will have to be available with posted hours for people to register to vote. This next year with 4 election dates that means I am unable to work a regular job for 2 months out of the year (not including any vacation time off). I have two election type meetings to attend this month and hopefully I will have a better understanding of what all this will add to my duties as a clerk.

The County Clerk's office has sent out the confirmation email of a November 5, 2019 Election for a County wide proposal.

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

Regular Meeting was adjourned @ 8:30 PM by D. Henning