

# REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING

**March 3, 2020 TIME: 7:00 PM**

Meeting called to order by Damien Henning, Supervisor. Present: Dean Morford, Trustee, Kim Shomin Treasurer, and Sondra Festerling, Clerk. Absent: Katie Derrohn, Trustee. Guests: Scott Lauer, Doug Larson, Kim Morgan, Brian Drayton, Stu Fenton, and Bob Wurst.

D. Henning made adjustments to the Consent Agenda: Under Approval of Bills (#6) since there were additional bills presented to the Township Board after the agenda & packets were handed out. The Adjustment was to add an additional \$7,687.97 in bills to total \$50,406.66.

**Consent Agenda:** Items #3 Public Hearing 2-4-20 and Regular Meeting 2-4-20, #5 **Budget Adjustments: General Fund:** Account 423- Taxes Other: Adjust to \$3,000.00, #477 Land Splits: Adjust to: \$350.00 both adding to Fund Balance. General Fund: Account #101-703 Blight Enforcement: Adjust to \$1,800.00, Account #101-956 Oden Parks: Adjust to \$14,500.00, Account #101-955 Twp Misc.: Adjust to \$20,000.00, Account #209-802 Land Division: Adjust to \$350.00, Account #210-808 Legal & Professional: Adjust to \$85,000.00, Account #265-850 Telephone: Adjust to \$800.00, and Account #6560 Payroll Expenses Adjust to \$10,178.00 all from General Fund -Fund Balance. **Sewer Fund:** Account # 805 Sewer Charge of Operations: Adjust to \$158,333.00, Account #806 Debt Retirement: Adjust to \$95,337.00, and Account # 808 Capital Improvement: Adjust to \$7,668.00 all from Sewer Fund-Fund Balance and Oden Light Fund: Account #448-921 Lights in Oden: Adjust to \$12,000.00 from Oden Light Fund-Fund Balance. **#6 Approval of Bills:** Amended to \$50,406.66, **#9 Blight Enforcement Report:** None, **#10 Management Authority Report:** In Packet, **#13 Sewer Authority Report:** In Packet, **#14 Library Board Report:** In Packet, and **#17 Miscellaneous: Correspondence:** ECRC Meeting Minutes, BAM -Notification Letter were all entered into the Consent Agenda and declared Adopted.

**Treasurers Financial Report:** K. Shomin reported: General Fund Checking \$178,708.98, Sewer Fund Checking \$26,095.71, Fire Fund \$94,753.10, Tax Account \$220,342.47, Cemetery Savings \$10,201.69, and Oden Light Savings \$6,187.83. The Settlement was completed and sent into the County today. Metro and Revenue Sharing deposits were received.

**Public Comment:** Doug Larson from the Village of Alanson came before the Township asking the Township for financial support for an expansion to the playground structure. It would be more for 0-5-year-old children, and is known as a “talking is teaching” playground program. Doug went on to explain this is Phase 1 of the playground’s upgrades. There are more coming in the future. The Village is politely asking the Township to consider support with a minimum amount of \$5,000.00 but if more were to be granted, they would be even more thrilled. D. Morford asked if it was a part of our joint Recreation Plan. D. Henning thought it was, and Doug responded that in order for larger grants to become available the park has to become more ADA compliant. D. Henning stated this is the perfect month to be asking due to the Township’s Budget Meeting at the end of the month and we would start to see what our budget will look like for this next year. The consensus from the Township was if we are financial able to do it, we would and would know more after our budget meeting.

**Fire Board Report:** The Fire Board Minutes, Financials, and 2020-21 Budget were received. K. Morgan asked if there were any questions for the Fire Board since they provided two options on the budget. The first option was to stay the same on cost for fire runs, meetings, and training. The second

option would be if the cost for fire runs, meetings, and training was to be increased from the current \$15.00 to \$18.00. The difference between the two would be approximately \$4,900.00 if everything was to stay the same with the number of fire runs, meetings, and training this next year. D. Henning stated that the figures they are showing will be something we can review alongside our budget at the end of the month. He also stated that he and Randy Bricker went to the Maple River Township board meeting to talk with them about the Maple River Contract. Maple River agreed to put in additional \$2,500.00 into the upcoming contract and that they would be going for an additional ½ mil to go towards fire. We won't know if their additional millage will pass, and if it does, we won't see the additional money until the next fiscal year. D. Henning thought if it was to pass it could get us around the \$20,000.00 range for the contract within two years. D. Henning said during the organizational BOR meeting earlier today they were seeing that the taxable value of the township is going from essentially 126 last year to 133 million on real & personal property. We can be seeing additional funds because of this increase in values and if we are seeing this Maple River could also be seeing it. The preferred Budget for 2020-21 reflects revenues of \$167,037.00 and \$171,937.00 in expenditures which would include the increase of the pay from \$15.00 to the \$18.00. K. Morgan reported that the Fire Board was just informed by George Kirkby that he will be stepping down from the Fire Board because he will be moving downstate as of the 15<sup>th</sup> of April. K. Morgan also reported that one of the two bunk rooms were cleaned out and two desks were put in for paperwork that needed to be filed after their runs.

**Assessors Report:** Jim LaPeer wasn't able to be here tonight because he was doing his townships organizational BOR meeting this evening along with their regular township meeting. Littlefield's Organizational Meeting was today. D. Henning said one of the things that Jim does for the BOR members is he generates a lot of data to share with the members. This data supports how Jim came up with the figures so we can get the most equity possible with the assessments.

**Planning & Zoning:** Case #PZBA 19-004-A: Request by Jack Turner for Bossingham Resort Association for setback variances to allow a mobile home to exist at its current location. This case went to circuit court and was kicked back because the county didn't give proper reasons as to why they denied the case. Instead of the case coming back to the Township, we were given the choice to leave it back with ZBA because we had already given our recommendations to the county and it is now in their hands for the proper response for denial.

### **Unfinished Business:**

**Admiral's Pointe Update:** D. Henning reported that construction continues on the restroom. The metal roof is on, the partitions are in, the floor is poured, and the electrical and plumbing is being worked on as we speak. Elmer's was in there today to push back the snow since D. Henning was unsure where the culverts were on the property. We are currently looking at substantial completion to be by Memorial Day.

**ECRC Meeting:** We have been given a list of possible meeting dates to have the Township Board come together with ECRC and the engineering firm, KPM Engineering, hired to design the Crump Rd. road project. After a brief dissection, it was decided to inquire about any of the dates they provided between March 19, 20, 23, or 24<sup>th</sup> either the 10AM or 1PM time-slots. It was felt that it would be most important to make sure D. Morford was able to work around his work schedule to be there since he has an engineering background. D. Henning will call Brian Gutowski to see what can be done and will let the board know.

**MDOT Meeting Update:** D. Henning attended a really productive meeting at the Road Commission with MDOT. It is looking like MDOT will be working on a really big project the fall of 2022 from Blumke Rd all the way up to the location that had the large washout a few years back just inside of Maple River Township. They will be doing extensive storm drain work and a lot of work within the Village of Alanson. They want to close some curb cuts like the one found at Tigerlily's, possibly a re-working of the intersection of US31, M-68 & Chicago St. to allow for a turning lane so you can turn north out of that light. They will be widening the turn lane coming off of M68. It originally was going to be a 7 million project that is now going to be 17 million with what Governor Whitmer has done with bonding for roads. They were excited to find out that the Township owns the Rail Road right of way from Blumke to Milton Road. They will be moving the trail up on the rail road right of way. They are also willing to look at moving the trail from Milton to Powers and another section within the Village of Alanson if the property can be acquired. They would also pay for the board walk to be demolished if the property could be purchased and they could move the trail up on the rail road right of way the whole stretch. Paige Perry from DNR will be getting together with Emily Meyerson to see what could be done to acquire the property to move the whole section of the trail. D. Henning did talk to Tammy Doernenburg to see if she and Max Putters could also get involved to talk with Mr. Brill on the remaining property. D. Henning did let all involved know that the township is not in the position to help with any match like in the past and that they would have to look for other sources. D. Henning said that one of the real big positives of this project for us is that MDOT will be paving Milton Rd., and paying for it, since it will be used to route the traffic away from the highway while they are working on it.

**Luce St. Update:** We have had an offer for the blue house on the corner of Luce St. and US 31. She made a \$5,000.00 offer, and will be responsible for removing the building, disconnecting the utilities, plus reclaiming the property to a natural state. D. Henning requested that Joel Wurster send over a specimen that he drafted for West Traverse Township recently for a similar deal so we can now start moving forward with a final deal. The house would be moved to Powers Rd. close to Milton Rd.

#### **New Business:**

**Sewer Authority Invoice:** We received a bill from HSASDA dated 2/3/2020 for 8 grade rings, caulking, pavement, and freight. The bill totaled \$2,047.73. D. Morford stated this is charged as a result of the Saw Grant Agreement work that was done. D. Morford made the **Motion** to pay this bill from the Sewer Fund. Second by S. Festerling, Carried 4 Yes, 0 No, 1 Absent.

**Clerks Agenda:** S. Festerling stated that we need to set our annual public hearing and budget meeting. After a brief discussion, S. Festerling made the **Motion** to hold the annual public hearing and budget meeting on March 27, 2020 5:30PM at the Township Hall and that **the property tax millage rate proposed to be levied to support the proposed budget will be subject of this hearing.** The Township Board will also be **discussing the township salaries** for the 2020 – 2021 budget year and any other business to come before the board. Second by D. Morford, Carried 4 Yes, 0 No, 1 Absent. The Notice of the Public Hearing and Budget meeting will be posted as required.

A FOIA was received by Kurtis Briere from PropLogix and answered. FOIA #20-01 was sent a denial because we do not have any records for what was being asked. The full FOIA can be found in the Clerk's office.

A bill was received from Consumers Energy for Admirals Pointe. The amount of the bill (\$288,811.45) caused me to call Consumers for further explanation. After talking with customer service, it was

identified that they made a huge error and would need to correct it. We should not see any late charges since they do need to correct their errors and send a new bill.

We received our Insurance bill in the amount of \$16,169.00 with a due date of April 1, 2020. The amount that the Fire Department owes for their share is \$10,379.23 and the Township owes the remaining \$5,789.77. Jon Koets was to get back with me to set up a meeting with him to go over some of the questions he has in regards to our policy. I will be contacting him if I do not hear from him within the next week.

Election update: There was a clerks training for elections at the county and out of that meeting, the new County Clerk has stated that they will no longer be hosting Public Accuracy Testing and that we will need to decide the date to be done along with posting a public notice of the test. As of April 1<sup>st</sup>, the County will no longer be doing the QVF Refresh updates to voter files for each township. There will be a learning curve to get the Voter ID Cards to print from what I've been told. I have yet to get the supplier to respond to my request to purchase the necessary card stock to take this on. The numbers of AV Ballot requests for the upcoming Presidential Primary is a lot lower than previously thought it would be. In checking with other clerks, they say the same thing. It will be interesting to see how busy we will be on election day. I will be at the Hall for Election Hours both this Saturday from 9-5pm and on Monday 9-4pm. After the Primary is over, I will be submitting the Reimbursement paperwork to the State for this election after the election is over.

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

Regular Meeting was adjourned @ 8:35 PM by D. Henning