

REGULAR LITTLEFIELD TOWNSHIP BOARD MEETING and Annual Cemetery Walk

October 5, 2021 TIME: 6:15 PM

The Littlefield Township Board Meeting met at the Alanson Littlefield Cemetery for the annual Cemetery walk. Board Members present: K. Shomin, K. Derrohn, D. Morford, and D. Henning. Absent: S. Festerling. Also, present was Cemetery Sexton Kim Morgan. The meeting started out at the cemetery vault, and Kim M. informed that she had gotten rid of the 3 mowers over the summer. Merle Kilmer took them. Discussed the fact that the vault had not been cleaned. D. Henning informed that the Township has purchased an electric backpack sprayer and it will be shared with the Fire Department and Lama. It will be stored in the vault. All agreed that the old pumps, hoses and miscellaneous items stored in the backroom of the vault should be looked at in the spring and disposed of. A lot of it is stuff from the fire department.

As the board started to walk the cemetery, K. Morgan reported that the veteran's stone that had been painted has been cleaned and is barely noticeable. The granddaughter, who had painted the stone, cleaned it and will also clean it again next year to remove any remaining paint. K. Morgan pointed out that the weeds in the drives and parking areas have been killed. There is one spot at the end of the fourth drive, which is low and after a rain it holds water, this needs some work. K. Morgan pointed out that the trees hanging over the fence line on the east were removed by Peggy's Gardening. All agreed that it looks good.

It was discussed to have Williams come in with a small grader to do work on roads adding more gravel where necessary. Also for them to come and get tree stumps and brush out of the north end and prepare to work up soil.

Gardens at road ends were discussed, they are sinking down, boulders have been pushed, shrubs/trees died and removed. K. Morgan to look into redoing them this fall if possible, she will check with Peggy's Gardening. Suggestions were to make borders higher and maybe put in trees again. Borders could be stone possible. D. Henning asked about posts at back between drives one and two, he believes there were more. K. Morgan knows of one post at the side of drive 2 that after being broken the second time, she has not had it replace. D. Henning thinks there were probably 3 at one time. Comments on the Veterans memorial, would like to see new mulch in the spring. K. Morgan informed that the flags were replaced last spring. D. Henning suggests that next spring the township help with the cost of upgrading the flags to a higher quality.

K. Morgan told the board of an offer to donate money to help put markers on unmarked graves, starting with the Wheelers, at the end of the first drive, she will look into options. Bench on the fence line was asked about; K. Morgan does not know who put it there. K. Derrohn asked about the dog, back by the fence. K. Morgan stated that the family does maintain it. As the walk continued mention again was made of possibly putting some sort of plaque/marker in front of the old stones without names.

K. Derrohn asked whose job was it to mow/weed whip around several stones, which had tall grass/weeds around them. D. Henning told that would have been Glen's responsibility. He took several pictures to show Greg. He felt this was not acceptable.

The meeting ended at the Cemetery at 6:55 PM so it could reconvene at the Community Hall.

7:02PM Opened Public Hearing

Public Hearing was held for the Consumers Fireworks Ordinance.

7:28 Closed Public Hearing and opened Regular Meeting

Regular meeting called to order at the **Community Hall** by Damien Henning, Supervisor. Present: Katie Derrohn, Trustee, Kim Shomin, Treasurer, Dean Morford, Trustee, Kim Morgan, Deputy Clerk. Absent: Sondra Festerling, Clerk. Guests: Jeff Ebling, Jule Peurasaari, Jason Losey, Brian Drayton, Renie Russo Strahan and Scott Lauer.

D. Henning asked if there were any items to be removed from the Consent Agenda.

Consent Agenda: Items **#4 Minutes:** Regular Meeting 9-07-21, **#6 Budget Adjustments: General Fund:** Account 101-956 - Oden Parks, 209-805 - Assistant Assessor, 209-802 - Land Division, 253-703 – Deputy Treasurer **#7, Approval of Bills:** General Fund \$188,022.39; Hay Lake Marina \$1,071.88 , **#12 Assessor's Report:** None, **#14 Sewer Authority Report:** **#15 Library Board Report:** Will Forward, and **#18 Miscellaneous: Correspondence:** MTA Meeting – 10-20-21 , ECRC Meeting Minutes, EGLE – David Baker, Cost Effective Envelopes, NW Michigan Housing Summit, Letter of Intro – Sarah Ulrich, Qualifying Statement – 2021 were all entered into the Consent Agenda and declared Adopted.

Treasurers Financial Report: K. Shomin reported: General Fund Checking \$127,295.77, Sewer Fund Checking \$81,581.62, Fire Fund \$57,414.13, Tax Account \$6,953.63, Cemetery Savings \$12,307.73, Oden Light Savings \$6,249.08, Hay Lake Marina Construction \$7,831.67 and Hay Lake Operating \$16,944.06. K. Shomin asked if there were and restrictions as to how long she is able to keep the construction account for Hay Lake Marina, unless told otherwise she will keep open for now. Federal Relief Fund money is in a separate account, until decision of where it will go is made. Inquired as to what needs to be done about MBank changing to Nicolet. D. Henning **Motioned** to amend the financial policy to reflect the name change MBank to Nicolet, Second by K. Shomin Carried 4 Yes, 0 No, 1 Absent.

Public Comment: R. Strahan informed that she had talked to J. Peurasaari about including the Crooked River Club in the Township Newsletter. She also asked about the possibility of a sign at Hay Lake Marina advising the area is patrolled by the Emmet County Sheriff for the slow wake issues. She also asked if the blight letters she sent were received. They have been received.

Discussion on the No Wake signs provided by the Township, they are plastic and people pull them down. Also was discussed the pros and cons of plastic vs metal signs. B. Drayton suggested contacting Todd Granger with the Road Commission about signs.

Fire Board Report: Minutes and financials were received. Chief Lauer reported that they are working on hose testing. B. Drayton informed that in 2016 the Board gave 4,000 dollars to supply EMS personnel with boots, shirts and sweatshirts. With the increase in personnel, many do not have boots. Shirts with name, identify that they are with the ALFD EMS would be very helpful when on scene. He is asking for \$4,000 to purchase for EMS personnel boots, polo's and possibly a sweatshirt. D. Henning questioned who the money went thru the CRFF or Fire Department, B. Drayton thought Fire Department. K. Derrohn asked if it would cover all items for all personnel. B. Drayton thinks it will cover the 13 personnel. If any money is left would use for jump bags. D. Henning **Motion** for the Township to appropriate 4000 dollars to the Fire Department for the EMS department personnel to purchase 13 pair of boots, 13 polo's and 13 Sweatshirts. Second by K. Derrohn. Then K. Shomin questioned whether it should be left open as to the actual number of items purchased. D. Henning then **Motioned** to amended his prior motion to strike the number 13. Second by K. Derrohn question by D. Morford as to which

account money will come from. It would come from Fund Balance. D. Henning then Motioned to include in the above motion that the money will come from the Fund Balance Acct. all in agreement. Carried 4 Yes, 0 No, 1 Absent.

J. Losey then asked about when the work on the Dry Hydrant at Hay Lake was going to be worked on. D. Henning would like to have a meeting next week at the marina with Jason, Glen and Elmers. Discussion then went on about the issue at hand, being with the size of the pipe that the fire department hook into, the fact that parts are hard to get right now, CLYC is also having issues getting the part needed for theirs also. S. Lauer to check into CLYC progress. J. Losey also asked when Hay Lake dock being pulled. D. Henning to let him know. R. Strahan then wanted confirmation that there would be another way to get water in case of a fire, S. Lauer, B. Drayton and D. Henning all informed her that yes, there would be no problem getting water in case of a fire in Admirals Point.

Blight: K. Derrohn has contacted M. VanBerlo at the county regarding the property on Valley Road. There has been a permit issued to build a house and garage. K. Derrohn has been informed that the homeowner plans to attach the garage to the mobile home. The mobile home was ticketed in 2019 as not livable and should be removed. She asked M. VanBerlo to send another letter that the home cannot be occupied, which he has done. She would like to proceed with a ticket and ask that the mobile home be removed. D. Henning to get file and S. Lauer to check into it. K. Derrohn also reports that the Hendershot property in Oden has been mowed, discussion proceeded about looking into the unsafe building ordinance for this property. The red house is a hazard, the roof is coming down, should have fence around. As to the 2 properties on Luce, possibly send letters informing owners that action will be taken in the spring.

J. Ebling asked if anything can be done with people living in a garage. D. Henning explained the process, which ends in court and the fact that, a lot of the time, people comply then go back to what they want to do. During this discussion, the question arose as to how many rentals are in Oden. K. Morgan to check into this.

Management Authority Report: Joint employee update: Damien reports that interviews were cancelled due to a potential Covid issue. He hopes to reschedule next Monday or Tuesday.

Planning & Zoning: K. Derrohn presented:

Case #PZBA21-008: A request by Jeffrey & Patricia Ebling for a waterfront yard setback variance of up to 14.8 feet to allow re-construction of the dwelling at 4208 William St. The new home would be built on the same footprint with the only change being that it will be 2 stories instead of one. The new residence will be consistent with others in the immediate neighborhood, if the residence has to be moved back it would possibly present a hardship in that they would have to drill another well. Zoning committee did not have a quorum so it is up to the Township Board to make a recommendation to the County. Discussion resulted in the following reasons to allow: building on same footprint, line of site consistent with the neighborhood, 2 story is also consistent with neighbors, no negative impact on neighborhood and able to keep current well.

After discussion, K. Derrohn made the **Motion** to approve Case#PZBA21-009 to allow for waterfront setback variance of up to 14.8 feet, as the residence is to be built on the same footprint, is consistent with neighborhood by going up to 2 stories, there is no hardship with the line of site for neighbors and would not have to replace or remove well. Second by K. Shomin. Carried 4 Yes, 0 No, 1 Absent

K. Derrohn next informed the board about the Zoning Standard for Cluster Housing that Emmet County is looking at. She attended a seminar on this. Emmet County is trying to update master plan, because of the housing shortage, working on allowing some zoning to be changed to allow builders to build cluster housing. Discussion followed ending with D. Henning advising the board to read information in the packet and descriptions of the definition of cluster housing for further discussion. Henning asked when the county would be acting on this, wondering if there are going to be additional meetings. Derrohn stated her understanding is they are just sending out to get feedback at this time. Katie to call T. Doernenburg for more information. Our board needs to decide if we want to approve some but not all.

K. Derrohn also gave K. Morgan a bill for S. Festerling for reimbursement for three copies of the Corridor Study.

Unfinished Business: Crump road Final bill came in at approximately 301,000. We had budgeted \$399,000. We are \$98,000 on the positive side. These numbers include everything.

New Business: Grant Match Proposal-Milton to Powers. D. Henning reported that during September, the preliminary grant scores were 315 points out of a possible 500 points, 315 being at the lower level. He was informed that there are two areas to improve the score, matching funds and regional impact. To address the grant match, he talked to M. Reaves, Emmet County Administrator, about a fund the county has that is earmarked for trail usage. He (Henning) stressed how the trail would be something that benefits all of Emmet County. M Reaves will present to the Board of Commissioners, at their October 11 meeting, asking for them to appropriate \$32,500 to the project. This would get us another 15 points taking our total to 330 points. Then if the Township matches that amount, \$32,500 it would add another 10 points for a total of 340 points towards the grant. Discussion on the actual project followed the history of where the trail is and where it will be.

D. Henning suggests that the Township pass the resolution to appropriate \$32,500, which in addition to the county contribution, if passed, will bring us up to 30% and 340 points towards the grant we have applied for. Henning then read Resolution #6 of 2021. D. Henning then **offered the resolution** with a second by D. Morford, Roll Call Vote D. Henning, Supervisor, Yes; D. Morford, Trustee, Yes; K. Derrohn, Trustee, Yes; K. Shomin, Treasurer, Yes; S. Festerling Absent. 4 For, 0 Against, 1 Absent. **Resolution Adopted.** S. Festerling will certify.

Next up was the change of the November meeting due to the Election on November 2. D. Henning moved to change the meeting to Thursday, November 4. Second by K. Derrohn. Carried 4 Yes, 0 No, 1 Absent

D. Morford asked about the status of the audit. D. Henning stated it has already been filed and accepted by the state. D. Morford **Motioned** to receive and file the audit. Second by D. Henning, Carried 4 Yes, 0 No, 1 Absent

Clerks Agenda: None

Public Comment: R. Strahan stated she comes to the meetings to ask questions to clarify what she has been heard from others so she can pass on correct information to members of Admirals Point

Regular Meeting adjourned @ 9:38 PM by D. Henning