

Clearwater Township Regular Meeting  
Held at the Clearwater Township Community Center  
August 24, 2023  
Approved September 21, 2023

**Call to Order** 7:00pm

**Pledge of Allegiance**

**Roll Call Attendance**

Present: Trustee Albert Keyes, Supervisor Tom Backers,  
Clerk Christine Johnson, Treasurer JoAnne Childs

Absent: Trustee Greg Bradley

**Recognition of Visitors** – 14 present including Deputy Supervisor

**Disclosure of Conflicts:** None

**Approval of Agenda:**

Addition of new business – Underhill Bridges EGLE Grant and matching funds

Motion by Christine Johnson to approve agenda as amended

2<sup>nd</sup> by Tom Backers

Motion carried unanimously

**Public Comment**

**Approval of Minutes**

July 20<sup>th</sup> Regular Meeting

July 29<sup>th</sup> Special Meeting

August 5<sup>th</sup> Special Meeting

August 17<sup>th</sup> Regular Meeting

Motion by Christine Johnson to approve the minutes of the 7/20/23 Regular Meeting as presented.

2<sup>nd</sup> by Albert Keyes

Motion carried unanimously

Motion by Tom Backers to approve the minutes of 7/29/23 Special Meeting as presented.

2<sup>nd</sup> by Christine Johnson

Motion carried unanimously

Motion by JoAnne Childs to approve the minutes of the 8/5/23 Special Meeting as presented.

2<sup>nd</sup> by Tom Backers

Motion carried unanimously

Motion by Christine Johnson to approve the minutes of the 8/17/23 Regular Meeting as presented.

2<sup>nd</sup> by Albert Keyes

Motion carried unanimously

**Supervisor Correspondence**

Audit for the 2022/23 Fiscal Year scheduled to begin on Monday, August 28<sup>th</sup>

B&E at Heritage Park – no inventory yet, investigation underway. Supervisor has Maintenance laptop.

Note: SIM card for phone was missing, Maintenance Supervisor did not return township property in a timely manner including keys to all facilities. Garage door opener still missing. Body camera charging chord also missing.

Underhill Bridges matching funds – County has been approved for a \$1 million grant to replace the bridges on Underhill Road. The match is \$200,000. John Rogers said the Township is responsible for the matching funds. Supervisor offered \$150,000 instead. They would replace the bridges and pave the road with the remainder of the funds.

## **Guest Reports/Special Orders of Business**

- Matt Wojda, Insurance Attorney re: West vs. Clearwater Township Closed Session  
Motion made by Tom Backers to move into Closed Session  
2<sup>nd</sup> by Christine Johnson  
Roll Call Vote:  
Tom Backers Y, Christine Johnson Y, Albert Keyes Y, JoAnne Childs Y  
Motion carried

Moved into closed session at 7:32pm

Closed session adjourned at 8:19pm

- Claire Herman, GTRLC Closed Session  
Motion made by Christine Johnson to move into Closed Session to discuss a land acquisition proposal.  
2<sup>nd</sup> by Tom Backers  
Roll Call Vote:  
JoAnne Childs Y, Albert Keyes Y, Tom Backers Y, Christine Johnson Y

Moved into closed session at 8:22pm

Closed session adjourned at 8:42pm

Moved into Open Meeting at 8:49pm

## **Department/Committee Reports**

### **Planning Commission Report**

Motion by Tom Backers that the STR Ordinance be sent back to Planning Commission for revision or substitution.

2<sup>nd</sup> by Albert Keyes

Mr. Leffew stated that the first Ordinance that they had submitted was extremely restrictive and they received a lot of public complaint so they then submitted this one.

Albert Keyes read from the Planning Commission report regarding STR stating the Commission felt that after having put so much work into it they were pushed by Zoning and by the attorneys for the lakefront land owners into rewriting the ordinance. It had been completed and sent to the attorney for approval and Supervisor Backers stopped the Attorney from looking at it.

Roll Call Vote:

Tom Backers Y, JoAnne Childs Y, Albert Keyes Y, Christine Johnson Y

Motion carried unanimously

Planning still waiting for Supervisor to get Blight Ordinance back from the Attorney.

### **Treasurer's Report**

Tax checks are now able to be deposited by check reader

Treasurer's Report is a work in progress as we are working on separating all sub-accounts for a more accurate account balance.

We are still in the process of combining funds and moving funds into new accounts

### **Clerk's Report**

Expense Report by Vendor Detail was presented at the last meeting

Monthly Budget vs Actual – copies in packet for review

Supervisor questioned whether Crazy Waves invoice was paid for JetSki rental for July 4<sup>th</sup>

Clerk balances with the Treasurer and all accounts balance

#### Fire Department Requests

Requesting funding in the amount of \$2,278 plus freight from the Fire Equipment Fund to replace 12 links of Key Tur-ID 1 ¾ double jacketed hose.

Requesting approval to offer employment to Dylan Taylor Elmy contingent on passing department physical.

Motion by Tom Backers to approve the request to hire Dylan Taylor Elmy as a new trainee for fire department contingent upon physical and background check.

2<sup>nd</sup> by Albert Keyes

Motion carried unanimously

Motion by Tom Backers to approve up to \$2500 the purchase of the 12 links of hose

2<sup>nd</sup> by Christine Johnson

Roll Call Vote:

JoAnne Childs Y, Albert Keyes Y, Tom Backers Y, Christine Johnson Y

Motion carried

#### **Consent Agenda**

Public Safety Committee – No Report

Road Committee – No Report

Zoning Report – No Report

Maintenance Report - No Report

#### **Items removed from consent agenda:**

Parks and Recreation – Not Present.

JoAnne shared that she had spoken with Mark Randolph regarding tire recycling for the Township Cleanup Day. They will bring a truck if we can set our date now for the Spring cleanup. She is also still researching township garbage service.

Motion by JoAnne Childs to set the Township Cleanup Day for the first Saturday in May.

2<sup>nd</sup> by Christine Johnson

Motion carried unanimously

Request by Parks and Rec to spend out of their recreation budget to redo the gym floors in the Township Hall. RFP was placed on the website for the windows. Request moved to September meeting. Windows need to be done first before the floor can be done.

October 7<sup>th</sup> Releaf Program to plant trees at the school and Heritage Park. Volunteers will be needed.

#### **Unfinished Business**

##### IT Upgrades

Spectrum has not yet fulfilled their end of the contract. We have been going in circles with them. Supervisor will be meeting with Spectrum and Centaris and another Board Member to compare contracts side by side. Treasurer is unclear as to the contract amount for Centaris and what was actually approved for them.

Zoning has not come in for training on scanner. Deputy Supervisor has offered to begin the scanning of documents for FOIA. Still need a computer for FOIA. FOIA Coordinator is still the Supervisor until Office Administrator can receive training.

EPS lock has still not been completed.

Request by Public to move the Underhill Road bridges to this part of the agenda.

20% match for the grant is \$200,000. Supervisor suggested 50/50 split but was told commission would not go for that. They then settled on \$150,000 from the Township. Their next meeting is 9/14/23. They want an assurance that the Township would contribute \$150,000. Treasurer requested a separation of estimate for bridges and road paving. Nothing was given in writing. Payment has to be made by the 1<sup>st</sup> of the year. We do not currently have \$150,000 in Road Fund. Supervisor will request the engineering study and cost breakdown for the project. Moved to next meeting.

Facility Rental recommendations by Office Administrator

Motion by Christine Johnson to approve Office Administrator recommendation for facility rental fees

2<sup>nd</sup> by Albert Keyes

Motion carried unanimously

### **New Business**

L-4029 Millage Request

Motion by Christine Johnson to approve the millage request.

2<sup>nd</sup> by Tom Backers

Roll Call Vote

Tom Backers Y, JoAnne Childs Y, Albert Keyes Y, Christine Johnson Y

Absent: Greg Bradley

Motion carried

Insurance Claim regarding B&E at Heritage. Inventory list needed with receipts for prices of anything not on inventory. Deductible is \$500.

Fire Department well needs inspected before moving forward.

Budget workshop dates moved to next meeting for approval.

Door for Heritage Park Barn

Motion by Tom Backers to approve the single bid from Allen Supply for up to \$1550 for the emergency replacement of the Heritage Park barn door to be paid through the General Fund and submitted to the insurance company.

2<sup>nd</sup> by Christine Johnson

Roll Call Vote:

Tom Backers Y, Albert Keyes Y, JoAnne Childs Y, Christine Johnson Y

### **Public Comment**

### **Motion to Adjourn**

Meeting adjourned at 9:53pm