

Clearwater Township Regular Meeting
Held at the Clearwater Township Community Center
February 15, 2024
Approved 3/21/24

Call to Order 7:06pm

Pledge of Allegiance

Roll Call Attendance

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

Recognition of Visitors – 6 present in person 36 present online

Disclosure of Conflicts: None

Approval of Agenda:

Correction of Dates for Minutes to be approved

Addition of Proposal for Tree Removal at Cemetery

Motion by Backers to approve agenda as amended. 2nd by Keyes

Motion carried unanimously

Public Comment

Correspondence/Announcements

Supervisor did contact Insurance Company regarding settlement of West case. Has not gotten a response as of yet. Mr. West did receive the insurance portion of the settlement.

Supervisor also contacted Insurance to make sure truck and new tractor are on the policy.

Approval of Minutes

January 18, 2024 Regular Meeting

Correction: strike "ruff" under Sheriff's Department

Motion by Johnson to approve minutes as corrected. 2nd by Keyes

Motion carried unanimously

February 3, 2024 Special STR Meeting

Motion by Johnson to approve minutes as presented. 2nd by Childs

Motion carried unanimously

Reports/Special Orders of Business

Motion by Keyes to move Maintenance Report up in Agenda. 2nd by Childs

Motion carried unanimously

Maintenance Report presented in person and in writing.

Recommendation that we keep both tractors for separate uses.

Need a dump trailer and leaf plow or vacuum for removal of leaves.

Trustee Keyes recommends Trustee Bradley get prices and revisit in April

Ram will need new tires soon. Craig asked for bid from Schaeffer's.

Chevy needs oil change and service. Plow also needs service.

Ram needs new light bar. The light that was installed on the Chevy is the incorrect style and will need returned.

Quote from KSS for new Floor Scrubber \$4400/\$6545 vs Quote for repair of old scrubber which could be up to \$2,000. Craig recommends repair of the old. Supervisor recommends paying the cost of \$110 to get a quote for repair. He will contact them.

Craig recommends removal of all broken/leaning split rail fencing. Looking to purchase boulders for Lake access sites and other areas where fencing would be removed.

Recommendation to work with Parks & Rec and get this done.

Trustee Keyes asked for a list of items that need addressed for the next meeting.

Also need a new metal detector for cemetery.

Discussion regarding a request made to Supervisor to dig a grave site. Supervisor will direct contact to Maintenance for marking the site.

Draft letter from Legal regarding former Clerk overpayment

Motion by Backers to approve the draft letter for restitution of former Clerk overpayment.

2nd by Keyes

Roll Call Vote: Ayes: 5 Nays: 0 Motion carried unanimously

911 Kalkaska County

Request for Clearwater Township to be a secondary communication center as a backup Public Services Access Point dispatch location at the Fire Department with zero cost to the Township.

Motion by Backers to approve Clearwater Township volunteer services as a secondary location for Kalkaska County 911 emergency services Public Services Access Point.

2nd by Keyes

Roll Call Vote: Ayes: 5 Nays: 0 Motion carried unanimously

Treasurer's Report

Clerk's Report

Expense Report by Vendor Detail

Centaris invoices include past due invoices that were lost in email. There are 2 invoices each month. One for service and one for CCare.

Alden Bank error on a check from Fire Department payroll which they said they cannot correct because it is under \$25. This is unacceptable and causes all kinds of issues.

Treasurer will contact Alden Bank to see if they will fix it.

Clerk balances with Treasurer and Bank

Election inspector training for early voting. We have a good team of inspectors and are as prepared as we can be. Gym use has been cancelled for the early voting hours. We don't anticipate a large amount of early voters.

Fire Equipment account at Alden Bank needs to be renamed Fire Department Funds as we use that account for both Fire Department and Fire Equipment. Those are separated in QuickBooks. This will need a vote from the Board. Will also need to order new checks.

Tax Fund and the General Fund at Alden Bank still need closed. Both accounts still have a small balance left and checks that have not cleared but are accruing interest monthly.

Sheriff's Department

Contract for review. Suggestion to include in Item I. C. Upon Zoning Administrator "or representative" request. Question regarding banking of winter hours to apply to summer busier season. Contract states charges for overtime will apply to any hours above 40 per month. This should be by approval only. Banked hours should not be considered overtime. Township is responsible to track their hours. We need to determine who and how that will be tracked. Public Safety has several questions regarding the contract.

Recommendation that Public Safety work with the Sheriff to clarify this contract. Supervisor will contact Sheriff to plan a meeting. Date change to commence on April 1, 2024 if changes can be agreed upon.

Public Safety

Application for Ordinance Enforcement Officer for consideration. Will work with Mr. Radke for training.

Road Committee – No Report as Mr. Leffew attending Heritage Meeting

Fire Department Report

Request for 5 minute break

Meeting adjourned at 8:41pm

Meeting resumed at 8:57pm

Planning Commission Report

Motion by Keyes to approve the Special Use Permits for Killian at 7225 Crystal Beach Rd and Schellie at 7285 Crystal Beach Rd with conditions as listed in the recommendation from the Planning Commission that the two separate structures on each parcel be used as a single rental for each and there not be two rentals per property.

2nd by Bradley

Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Backers to approve Amendment 14 to Ordinance 22 Sections 20.05 and 21.10 removing Malin property #40-004-016-011-30 from Village Commercial with conditions listed.

2nd by Johnson Roll Call Vote: Aye: 5 Nays: 0 Motion Carried

Motion by Backers to approve Amendment 14 to Ordinance 22 Sections 20.05 and 21.10 adding Malin property #40-004-016-011-30 to Commercial Light Industry with conditions listed.

2nd by Johnson Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Backers to approve Amendment 14 to Ordinance 22 Sections 20.05 and 21.10 changing parcel number 40-004-016-011-30 to Commercial Light Industry from Village Commercial with conditions.

2nd by Johnson Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Johnson to approve the Special Use Permit for Copeland at 7069 Rapid City Rd.

2nd by Backers Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

No Zoning Report submitted

MR Consulting Contract ends March 31, 2024. Mr. Radke has agreed to a month to month contract until the Township fills the position of Zoning Administrator. Advertisement will be placed for ZA. Need a job description from Public Safety for OEO.

Parks and Recreation Report

Motion by Johnson to approve the estimate from ProImage Design for the light pole banners in the amount of \$6,636.30 to be paid from the METRO Fund.

2nd by Bradley Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Bradley to approve the proposal from Home Town Lawn Service in the amount of \$3,580 for the fertilization, weed control and insect control at Heritage Park to be paid from Parks Fund.

2nd by Childs Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Contract for GFA for grant writing approved at last meeting. No invoice received as of yet. Will be paid from Parks Funds.

Unfinished Business

Next STR Special Meeting date set for March 2

Inventory from B&E not submitted to insurance for claim as of yet as the investigation from the Sheriff's Department is still ongoing. Total amount of inventory loss is approx. \$10,000.

New Business

Motion by Johnson to adopt Resolution 3 of 2024 to Establish Township Officer Salary for Supervisor, Clerk, Treasurer and Trustees which shall remain the same.

2nd by Bradley Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Backers to approve the 2024/25 fiscal year pay rates for all Township employees as amended to include COLI for election inspectors.

2nd by Johnson Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Amendment to the proposed Budget to allow Representative and Committee Chairs \$50 per meeting and .65/mile Representative mileage reimbursement.

Motion by Backers to approve the proposed 2024/25 budget as amended.

2nd by Keyes Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Cemetery tree removal bid for \$875 for 1 tree to be removed.

Motion by Backers to approve up to \$2000 for the Unlimited Outdoors, LLC bid to remove 2 trees from the cemetery.

2nd by Childs Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Motion by Backers to approve up to \$3000 for the purchase of new blinds for the Community Center on Lowe's Credit Card and to be paid out of Public Improvement Fund.

2nd by Bradley Roll Call Vote: Ayes: 5 Nays: 0 Motion Carried

Discussion regarding the KMHC potential changes and refund to Townships. Those funds can only be used for health services. Bradley getting clarification as to what those funds could be used for in the Township.

Heritage Committee would like to be added to the agenda to discuss this year's festival and evenings on the river. Need location approved to apply for licensing.

Public Comment

Motion by Johnson to Adjourn 2nd by Backers

Meeting Adjourned 10:01pm

Next STR Special Meeting March 2, 2024 at 10am

Next Regular Meeting March 21, 2024 at 7pm