

Regular Meeting  
February 21, 2018

Minutes Approved March 21, 2018

The regular meeting of the Clearwater Township Board was called to order at 7:03pm at the Clearwater Township Community Center by Trustee Dwight Seaman, with the Pledge of Allegiance.

Roll call of board members: Dwight Seaman-present; Barb Crambell-present; Mike Gaylord-present; Kathy Eldridge-present; Larry Niederstadt-not present. Also present, Marletta Day, as recording secretary and 14 guests.

Motion by Eldridge, seconded by Crambell, for Dwight Seaman to chair meeting, due to Niederstadt's absence.

All in favor. Motion passed.

Motion by Seaman, seconded by Crambell, to approve the minutes from the regular meeting of January 17, 2018. Roll call vote: Seaman-yes; Gaylord-yes; Crambell-yes; Eldridge-yes. Motion passed.

Motion by Seaman, seconded by Crambell, to approve the minutes from the Public Hearing meeting of January 17, 2018. All in favor. Motion passed.

Motion by Seaman, seconded by Crambell, to approve the minutes from the Special meeting of January 22, 2018.

All in favor. Motion passed.

Motion by Seaman, seconded by Crambell, to approve the minutes from the Budget Workshop meeting of February 10, 2018. Roll call vote: Gaylord-yes; Crambell-yes; Eldridge-yes; Seaman-yes. Motion passed.

**Declaration of Conflict of Interest:** No conflict.

**Public Comment:** No public comment.

**Approval of Agenda:** Motion by Gaylord, seconded by Crambell, to approve agenda. All in favor. Motion passed.

**Treasurer's Report:** Crambell reported: General Fund, all accounts, \$325,500.20; Public Improvement Fund, \$3,102.57; Road Improvement Fund, \$73,271.68; Fire Fund,\$210,782.46; Fire Equipment Fund, \$45,687.25; Tax Fund, \$61.02.

Motion by Crambell, seconded by Seaman, to accept the agreement to collect taxes between Elk Rapids Schools and Clearwater Township. The collection fee for 2018 will be \$3.76 per parcel of taxable property.

Roll call vote: Eldridge-yes; Gaylord-yes; Seaman-yes; Crambell-yes. Motion passed.

Motion by Crambell, seconded by Seaman, to accept the agreement to collect taxes for Traverse Bay Area Intermediate School District and Clearwater Township. The collection fee for 2018 will be \$3.76 per parcel of taxable property.

Roll call vote: Crambell-yes; Seaman-yes; Gaylord-yes; Eldridge-yes. Motion passed.

**Clerk's Report:** Motion by Eldridge, seconded by Crambell, paying bills from General Fund as presented, voucher #23068 through #23108.

Roll call vote: Crambell-yes; Gaylord-yes; Seaman-yes; Eldridge-yes. Motion passed.

Motion by Eldridge, seconded by Crambell, paying bills from Fire Fund as presented, voucher #8093 through #8124.

Roll call vote: Crambell-yes; Seaman-yes; Gaylord-yes; Eldridge-yes. Motion passed.

**Accountability Statement:** The treasurer balanced with the bank, and the clerk balanced with the treasurer.

**Fire Department Report:** Assistant Fire Chief Greg Bradley updated board on activities firefighters have been involved in.

Motion by Crambell, seconded by Seaman, to accept the bid for \$7,500 for Gear Washer and Gear Dryer for the Fire Department.

Roll call vote: Crambell-yes; Seaman-yes; Gaylord-yes; Eldridge-yes. Motion passed.

Motion by Crambell, seconded by Seaman, for \$2,500 for ice rescue suit for the Fire Department.

Roll call vote: Gaylord-yes; Crambell-yes; Seaman-yes; Eldridge-yes. Motion passed.

**Sheriff's Report:** Deputy Beaver reviewed January's report with the board. Sgt Wagner updated board on the new system. Bradley reported tests were conducted, and was clear as a bell.

**Hospital Report:** Laura Zing reported to board of the different activities, and upcoming events.

**Parks and Recreation:** Jule Moore reported to board news release received, informing the Moving Wall will be in Kalkaska May 17<sup>th</sup> through May 21<sup>st</sup>. A reminder that a collection in Pat Hubble's name, is still ongoing. Money collected will be donated to Kalkaska High School baseball diamond.

**Planning Commission:** Eldridge reported commission is considering language for Ordinance 22. March 5<sup>th</sup> Public Meeting will be held.

**Zoning Administration Report:** Adam Parzych reviewed monthly report with board. For violations, case numbers will be used, instead of property owner's name, due to privacy. Parzych also explained case packet, including pictures, will be brought to board for decision to pursue or not.

Motion by Eldridge, seconded by Gaylord, to proceed with written violations. All in favor. Motion passed.

Motion by Gaylord, seconded by Seaman, to insert Case numbers: 10118, 10218, 10318, and 10418. All in favor. Motion passed.

**Kalkaska County Road Commission:** John Rogers informed board funding for West Plum Valley has been allowed, and will be the next road to be paved. Rogers updated board on funding issues with roads and crossings. Rogers gave definition of a bridge is 21ft long. Underhill Road and Dundas Road are 17ft long and by definition is a crossing.

**Assessor Report:** Not present.

**Old Business:**

**Castle and Rauch Zoning Violation:** Eldridge reported attempts, via phone and email, to contact Township Attorney for the last 3 months, with no response from attorney.

Motion by Gaylord, seconded by Seaman, to authorize Kathy Eldridge to look into different attorney.  
Roll call vote: Crambell-yes; Seaman-yes; Gaylord-yes; Eldridge-yes. Motion passed.

**Land Use Permit Fines:** Motion by Gaylord, seconded by Seaman, to have a fine of \$250 if you don't pull a permit. Fine will include a permit fee, we make it effective June 1<sup>st</sup>, and will allow Zoning Administrator to have some discretion.

Roll call vote: Crambell-yes; Eldridge-yes; Gaylord-yes; Seaman-yes. Motion passed.

**Iron Bridge Resolution:** Eldridge reported no communication from the property owner.

Motion by Gaylord, seconded by Seaman, to Kathy Eldridge to pursue, so we have a resolution from an attorney, so we know what to do, to partially close the bridge.

Roll call vote: Seaman-yes; Gaylord-yes; Crambell-yes; Eldridge-yes. Motion passed.

**Sandbar Mass Gathering Ordinance Update:** Norm N. reported the TLPA is still contacting different agencies to get a clear answer on the legal description, and who has jurisdiction. Topics were discussed about Mass Gathering Ordinance; Nuisance Ordinance; and permits for selling food and activities, around the July 4<sup>th</sup> holiday.

#### **New Business:**

**Salary Adjustments for 2018-2019:** Motion by Eldridge, seconded by Seaman, to increase the hourly wage of the Deputy Treasurer and Deputy Clerk from \$13 to \$14.

Roll call vote: Gaylord-yes; Crambell-yes; Seaman-yes; Eldridge-yes. Motion passed.

Motion by Eldridge, seconded by Crambell, to increase the Clerk's salary from \$15,000 to \$17,000.

Roll call vote: Gaylord-yes; Seaman-yes; Crambell-yes; Eldridge-yes. Motion passed.

Motion by Eldridge, seconded by Seaman, to increase the Treasurer's salary from \$13,700 to \$15,500.

Roll call vote: Gaylord-yes; Seaman-yes; Crambell-yes; Eldridge-yes. Motion passed.

Motion by Eldridge, seconded by Crambell, to increase the Zoning Administrator's salary from \$9,000 to \$10,000.

Roll call vote: Crambell-yes; Eldridge-yes; Seaman-yes; Gaylord-yes. Motion passed.

**Trustee on August/November Ballot:** Eldridge reported Township Trustee's position will be on the ballot. Filing petition and submitted is due by April 24<sup>th</sup>.

**May 8 Election for Renewal of Kalkaska School Millage:** Eldridge reported election is a school millage renewal.

**Approval of New Zoning Administration Monthly Report Format:** Eldridge referred to the new format in packet. Board agreed it was better than the old one, with no additions.

**Approval of Laptop for Zoning Administrator Use:** Motion by Eldridge, seconded by Seaman, for up to \$1,000 for a purchase of new laptop for the Zoning Administrator's use.

Roll call vote: Gaylord-yes; Crambell-yes; Eldridge-yes; Seaman-yes. Motion passed.

**New Assessor Contract:** Eldridge reviewed Dawn Khuns contract. Discussion of difference between employee vs. contract labor. Eldridge will discuss with Niederstadt before doing anything.

**Approve Board of Review Resolution:** Motion by Gaylord, seconded by Seaman, to approve what you got written there for poverty exemption. All in favor. Motion passed.

**Fire Dept Approval to Give Obsolete Fan Away:** Motion by Gaylord, seconded by Seaman, to allow the Fire Department to give away the obsolete fan to hopefully another fire department or just whomever. All in favor. Motion passed.

**Set Date to Interview ZBA & Planning Commission Candidates:** Board decided to put on agenda of March township board meeting.

**Set Budge Hearing for Board Meeting on March 21 @ 6:30pm:** Board decided not to have a separate meeting, but to start the March Board meeting at 6:30pm.

**Township Newsletter Articles Due to Clerk on 4/1/18:** Articles are due on 4/1/18. Parzych will submit information about permits and fines. Trash Day is Saturday, May 5<sup>th</sup>.

**Public Comment:** No public comment.

**Adjourned:**

Motion by Seaman to adjourn meeting, seconded by Crambell. All in favor. Motion passed, ending meeting at 9:12 pm.

Respectively submitted by  
Marletta Day, Recording Secretary