

Clark Township Board of Trustees

REGULAR MEETING

October 20, 2021, 8:00 AM

Call to Order at 8:02 AM

Roll Call: Present: Clymer, Fitzgerald, Schuster, Rutledge, Patton (phone, Cedarville)

Others Present: Illyene Pickles, Deputy Clerk, Keith McGowan Jr., Ambulance Captain; Steve Honnila, Fire Chief; Dennis Wenzel.

Inquire if Public Comments are to Address Agenda Items:

None

Approval of Agenda:

Fitzgerald made the motion to approve the Agenda; Schuster seconded. Vote: All aye. Motion carried.

Consent Agenda:

-Approve meeting minutes from Regular Meeting September 15, 2021, Special Board Meeting October 1, 2021.

-Invoices General: \$29,238.57 and Sewer Fund: \$12,959.00

-Service Contracts: None

-Special Events: None

-Budget Amendments: None

Motion: Schuster made the motion to approve the Consent Agenda; Fitzgerald seconded. All ayes.

Motion carried.

Correspondence:

Four (4) EGLE authorizations for waterfront permits.

A thank you card was submitted to Clark Township Board thanking Paul Smith at the recycle center, from Rick Wilson for his thoughtfulness and exemplary service. Wilson wrote that Smith takes it upon himself to break all the glass recycles to make more space, so the container needs to be emptied every couple of years.

An email was received from Carla Ziemkiewisc, owner of Spring Lodges, regarding her concern for the township's association with Michigan Township's Association. Ziemkiewisc said in her email that she would like Clark Township to not be associated with MTA.

Cody and Teresa Carmichael of Flotation Docking Systems sent a letter to Clark Township regarding the dead trees near and around their business. The Carmichael's said to do the project right the trees will need to be dug out instead of just cut down. Replacing the vegetation will likely be a big project that they would like to assist with equipment as well as financially. The Carmichael's said they feel it is not an appropriate time to address details, however when the time arrives for this project, they will be

available. Clymer said Tim Bright could do a survey of the trees in question, then the township could get a quote from Green Thumb on how much this project would cost.

Autore Oil and Propane sent the township a letter regarding new propane companies that are offering substantially lower propane prices than their rate. The letter detailed the services that Autore offers their customers. The letter thanked Clark Township for their years of loyalty to Autore Oil and Propane.

Old Business & Updates

Covid Funds – Rutledge said she has been approached by several employees concerning the \$100,000 Covid Funds Clark Township has received. Initially the funds were voted on by the board to go to the Sewer Fund. The concerned employees said the reason for the Covid Funds were to help with results and causes of the pandemic. The employees feel that each employee should receive \$1,000 apiece. Rutledge agrees with the employees regarding this matter. Patton asked Rutledge how many employees would be in consideration for the funds. Rutledge said approximately thirty (30) employees. Rutledge asked McGowan how many employees from the Ambulance Corp? McGowan said approximately fifteen (15) employees. Rutledge said this should also include the marina crews and DPW employees. Clymer said that we need to look at the budget and see where the township is on matching funds for grants before we make a decision about this matter. Clymer asked Fitzgerald and Pickles to gather employee counts for the Board.

Rutledge said when Clark Township receives the next \$100,000 Covid Fund payment we might need to purchase a tractor. The township tractor is in rough shape. Rutledge added Jim Landreville has been using his personal tractor to complete projects for Clark Township.

New Business

1. Through Truck Traffic on Blind Line Road – Clymer said the MCRC is unwilling to do anything about the truck traffic but suggested that the Clark Township Board reach out to the businesses that are using Blind Line and ask if they are willing to change their truck routes. Clymer said the Board should talk to the Road Committee and see about paving Blind Line Road and making it a Class A Road.

2. Edgewater Supplemental Study on Hessel Marina Renovation – Clymer was approached by Maureen Neal regarding the purchase of her house located adjacent to the west side of Hessel Marina. Neal's house could be incorporated into the Hessel Marina renovation. Clymer has investigated funding the purchase for the property. Clymer said Edgewater Resources the company that handled the pre-engineering study for the Hessel Marina renovation could revise the Hessel Marina Master Plan to include Neal's house. Edgewater proposed a fee of \$4,800 to complete this effort. Clymer said this would give the township basis to seek grants to purchase Neal's house. Edgewater is estimating the new building at the Hessel Marina will be around \$800,000 to build. With the study from Edgewater, we will have a better understanding on the property and if it will work for Clark Township. Clymer said if the township could get Neals house for under one (1) million dollars that would be a great opportunity. Clymer said there are so many possibilities for the property. Clymer said on October 28th at 11:00 AM, representatives from the Little Traverse Conservancy are going to tour Neal's house and any Board Member's that are interested can go. Fitzgerald asked if the Neal's are willing to put something in writing. Clymer said the Neal'S are willing to give the Township the option to purchase with a closing in three (3) years for the Township to secure financing for the purchase. Rutledge told the Board that Edgewater sent in a final bill for the preliminary study in the amount of \$11,200 that she would like the Board to approve to pay.

Motion: Schuster made the motion to approve the final payment of \$11,200 to Edgewater for pre-Engineering study of Heseel Marina; Fitzgerald seconded. Roll Call: Yes - Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

Motion: Patton made the motion to approve the payment of \$4,800 to Edgewater for the supplemental study on Hessel Marina renovation. Schuster seconded. Roll Call: Yes -Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

3. Dylan Jordan probation period – Rutledge said Dylan Jordan is an excellent employee according to his coworkers. The normal probationary period for a new employee is one (1) year where he would be eligible for the \$1,000 sign on bonus. Rutledge would like to pay Jordan the \$1,000 sign on bonus after 90 days.

Motion: Fitzgerald made the motion to approve the payment of \$1,000 sign on bonus to Dylan Jordan after 90 days of employment. Patton seconded. Roll Call: Yes -Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

4. Donate Grinder pump and hook-up for Snow's Heritage Park Restroom Project – Clymer said Max Heil went as Clark Township's representative from the County Board Meeting regarding the Snow's Heritage Restroom Project. The committee and their subcommittee agreed the \$50,000 is a reasonable amount. Mackinac County Board counter offered \$25,000. Mackinac County would like to see Clark Township fund part of the project. Heil suggested Clark Township donate the grinder pump for the park out of the General Fund. Rutledge asked what that amount might be. Clymer said approximately \$10,000. Rutledge said the township could approach local contractors about donating time and materials. Previously local contractors donated time and materials for the Beach House in Hessel, and they might donate again if asked. Fitzgerald said they have not been approached yet.

Rutledge said she is a bit hesitant to spend \$100,000 on a restroom that will only be used for a brief period through out the year. Schuster said the bathroom unit itself is \$72,000 and is a complete unit. Schuster said the quarry is donating the stone for the foundation for the bathroom unit. Schuster said we will need to pay for the hook up only. Schuster said there is a local plumber that could hook up the bathroom unit. Patton asked how much has been raised for the bathroom project. Fitzgerald said there is \$25,000 coming from Mackinac County, fundraising has raised \$5,000, \$10,000 from the Beautification Committee, the Endowment Fund is around \$12,000. Fitzgerald said there is approximately \$65,000 without any township funds.

Motion: Patton made the motion to donate a grinder pump to the Snow's Heritage Park Restroom Project. Fitzgerald seconded. Roll Call: Yes -Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

5. Phone Systems Upgrade – Kim Sanchez from Avaya has given Clark Township an estimate on a new phone system. The current phone system is costing the township approximately \$1,200 a month. The new phone system is cloud oriented with many different options. The company also has a conference option that can range from hundreds of dollars to thousands. Clymer said we need just a basic conference package with a camera and a microphone. Clymer said that the township could look into grants to purchase a television for the Board Room.

Motion: Fitzgerald made the motion to approve the upgrade for Clark Townships phone system. Rutledge seconded. Roll Call: Yes -Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

6. Astrea Phone/Internet Upgrades Quotation – Steve Mason the area manager for Astrea submitted a proposal for servicing Clark Township with internet. The proposal is a guaranteed 36-month business contract. The proposal is for the community center, DPW building and the airport. Digital phone service can be added to the locations for \$29.95 per month per line.

Motion: Rutledge made the motion to upgrade to Astrea. Patton seconded. Roll Call: Yes -Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

9:00 AM Board went on brief break.

9:10 AM Board went back in session.

7. Consider purchase of Neal property in Hessel – Clymer said that the offer from Maureen Neal is through her realtor. The realtor said they could list the property for 1.3 million, but Neal has offered the township a price of \$975,000, which is negotiable. The starting price for an option is \$50,000 the first year, \$20,000 the second year, year three (3) with financing in place for the purchase closing could occur. The Neal family would like to see a monument dedicated to Chuck and Don Neal, as well as a long-term or life estate boat slip at the Hessel Marina. Clymer said this property will greatly enhance the Hessel Marina. Rutledge agreed and said this is a once in a lifetime opportunity. Clymer said there is living quarters that can be rented out as well as commercial space that can generate income. Clymer said the Neal family needs a level of interest from Clark Township Board for them to hold this property for the township. Patton voiced concerns about purchasing the property and upkeep costs. Schuster asked if this property would be eligible for grants. Clymer said yes, the Michigan Natural Resources Trust Fund is how most of the Cedarville Harbor building and Hessel parking lot was funded. Clymer said the Little Traverse Conservancy paid \$100,000 towards the Hessel Beach, then they did most of the grant work for the funds. Schuster would like to see what Edgewater comes back with in the report before any decisions should be made. Patton asked what happens if the township cannot come up with the funds. Clymer said the township walks away from the purchase and it will be available for purchase to anyone.

8. Community Christmas Party – Rutledge told the Board the annual Christmas Party is set for December 5th from 1:00 PM until 3:00 PM. The Clark Township Christmas Committee will mail out letters to our supporters asking for support and donations for the party on November 1st. Rutledge said the party will be a drive through just like last year. There will be no cookies this year due to COVID. This year will be first come first serve. A present per child will be given as well as a choice of a turkey, ham, or fruit basket for each family.

Treasurer's Report

General Fund - \$548,205.47 Sewer Fund - \$273,896.47

Fitzgerald has the contract for the Hometown Heroes Project from Abby Baker that needs to be signed and sent back. Baker counted 54 available poles in Cedarville and Hessel for the project. Patton asked

how people are going to get information on the project. Fitzgerald said all the information is on the Hometown Hero website as well as putting a link on the township's website. Rutledge said we will also put posters up at the grocery store and the community center. Fitzgerald said the Beautification Committee has agreed to let Hometown Heroes place their brackets and flags on the poles but would like their own brackets to remain on the poles.

Fitzgerald said that Steve Kozma has approached her to use the Cedarville Harbor for the annual chili cook off in February. Fitzgerald typed up a letter to Snowsfest Committee stating that the Committee will move all the harbor furniture out of the chili cook off area and use their own tables. The committee will be responsible for all clean up as well as any damage incurred during the chili cook off.

Sue Bowlby called Fitzgerald asking who owns the fence next to the old Bumpa's bar and the Cedarville Park. The Distillery owns the property now and would like to put a mural on the side of their building and would like to remove the fence. Fitzgerald has been researching who owns the fence but has come up with nothing. Clymer said that the Distillery could move it but asked if the fence needs to be put back up due to the bar being located next to the park. Rutledge said there should be a physical barrier between the parking lot and the park for safety of the children. Fitzgerald will let them know if it is ok to remove the fence along the building and retain the fence along the parking lot.

Supervisor's Report: Hessel parking site appraisal estimate – Due to the pandemic the site assessment took longer to process. Clymer said it went passed the two (2) year allotted time, so Clymer put in a resolution to extend the time. Clymer is moving forward on getting an appraisal. Clymer said he hoped to have the appraisal at the next board meeting.

Clymer said years ago Michigan Township association came up with the Principals of Governance but is now coming to Clark Township. Clymer read the principles but found three (3) concerns regarding the wording used. Clymer changed wording in the document and will send it to MTA.

Motion: Patton made the motion to pass a resolution accepting the Principles of Governance with the edits. Rutledge seconded. Roll Call: Yes – Patton, Schuster, Fitzgerald, Rutledge, Clymer. Motion carried.

The Chamber of Commerce has hired Sydney Meadows as their new point of contact. Clymer invited her to visit the township and get acquainted. Clymer shared with Meadows he has been trying to get the Chamber involved with the Great Lakes Islands Alliance since its inception, the M-134 Lakehorn Byway, Regional Planning in Sault Ste Marie, and the Regional Economic Development Advisory Collaborative. UP Economic Development Report which comes from these organizations will give the Chamber more information and tools regarding tourism.

Oscar Larsen preformed the inspection at the AJ Lindberg airport. The airport passed inspection.

Clymer has been trying to reach out to Casey Hares from EGLE regarding the Weston Trail Project where the township will have the offsite parking for the Cedarville Harbor. Casey informed Clymer the person to contact at EGLE is now Kayla Knoll. Clymer sent the Weston Trail Project information to Knoll for her to review.

Gil Newberry from the Road Ends Committee emailed a report to Clymer that he will forward to the rest of the Board. Patton asked if Clymer would forward the report to the planning commission. Clymer said yes.

Committee/Commission Reports

Airport Committee – Did not meet.

Ambulance Corp – Report given

Code Enforcement Officer – Report given

Fire Dept. – Report given. Steve Honnilla Clark Township Fire Chief told the board the fireboat is 100% paid for. Lots of thanks to Jason Dunn.

Heritage Park - Meets 10/21

Hessel Harbor Committee – Did not meet.

Planning Commission – Patton said the Planning Commission has ongoing discussion regarding accessory buildings and ordinances. The Planning Commission feels there is a need to update definitions on some of the ordinances. There is a loophole that needs to be discussed. The Planning Commission has submitted their recommendations to the board on regarding the Master Plan version five (5). Patton asked if the township attorney has reviewed the Master Plan. Clymer said no.

Recreation Committee – Meets 10/20

Road End Committee – Did not meet.

Sewer Advisory Board – Did not meet.

Rutledge said we have a Marina employee that is interested in working for the DPW. Rutledge said he has worked with the DPW twice and they were impressed with his work. Rutledge said the DPW needs another employee. There are grants available for DPW position that can help pay his wage. Clymer will set up an interview to include Jim Landreville, the DPW Supervisor as well as Max Heil the Harbor Master.

Adjournment: 10:13 AM

Motion: Fitzgerald made the motion to adjourn. Patton seconded. All Ayes. Motion carried.