

**CLARK TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
MAY 16, 2018 AT 8:00 AM**

**Call to Order & Pledge of Allegiance: 8:00 AM**

**Roll Call: Present – Schuster, Sherlund, Clymer, Rutledge, Patton.**

**Others Present:** Jack Otstot, Chris Mast, Kent Stiner, Nick Fairchild, Jeff Kilponen, Erich Doerr (St. Ignace News), Julie Smith, Mike Freel, Jim Miller (Pickford Fire Dept.), Pat McMahon (Kinross Fire Dept.), Will Ross, Steve Kozma, Steve Honnila, John Hessel, Bob Dunn.

**Approval of Agenda**

***Motion: Patton made the motion to approve the Agenda as presented. Sherlund supported. All Ayes. Motion carried.***

**Fire Academy Presentation**

Jack Otstot introduced the 2 instructors from the EUP Fire Academy, Pat McMahon and Jim Miller. They are here to give a presentation to Will Ross who has completed the many requirements and training of over 300 hours to be certified for Firefighter #1 & #2 in Michigan. Will is not only receiving the Certificate of Excellence for being the top of the class, but he is also receiving the Larry Baker Memorial Honor Student Award.

**Consent Agenda**

**Minutes:** 4-18-18 and 4-30-18 and 5-8-18

**General Fund Invoices: \$18,058.50**

Mack. Env. Tech.	site assessment	1050.00
R.S. Scott Assoc.	grant application	8618.50
DuBois Cooper	grinder pump / marina	8390.00

**Sewer Fund Invoices: \$1,099.43**

Crane Engineering	transducer & shipping	1099.43
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**Service Contracts:**

L.C. Historical Association – Boat Show August 10 & 11, 2018

L.C. Islands Association – Buoys \$750.00

**Special Events:**

Summer Recreation Youth Baseball 5-14-18 to 8-1-18

Islands Wildlife Festival August 18, 2018

L.C. Watershed Council – 7-9-18 to 7-12-18: Tall Ship Inland Seas (family sail education)

***Motion: Patton made the motion to approve the Consent Agenda. Schuster supported. All Ayes. Motion carried.***

### **Treasurer's Report**

Sherlund reported that our General Fund has a current bank balance of \$539,789.76 and the Sewer Fund bank balance is currently \$356,059.53. He reported that all delinquent taxes have been processed and they have transferred back \$144,000.00 of the money that was borrowed from the general fund for the new emergency vehicle from the fire fund millage collected. The remainder of the borrowed money in the amount of \$73,800.00 will be transferred after next year's millage collection.

The Hessel Marina is preparing to open Memorial Day weekend.

### **Supervisor's Report**

**Cedarville Harbor** – is on schedule. There are 3 minor addendums being added. We have applied for electrical hook-up with Cloverland to replace the 3-phase line above ground service on the east side of Meridian and then tunnel under and tie in on the west side of the road. The bids have been advertised and the meeting has been set for 3 PM 5-17-18 to open them. No decisions will be made at that time but a special meeting will be scheduled at a later date to choose a contractor for the job.

**Hill Island Bridge** – Davis Construction was awarded the job. He will put a project scope together that will fit within the grant budget we received from the Great Lakes Fish & Wildlife entity.

**MTA** – last month some questions were raised concerning the \$3,000.00 dues that we pay. The Board feels that this service is worth the value to have their support and legal advice available to us. We will look into options to utilize more of their services.

**Lawsuit** – we had a lawsuit over some zoning issues and a portion of our litigation fees were covered by insurance and we had a special meeting and came to an agreement with the insurance company for \$20,000.00 to help cover the \$40,000.00 we spent on attorney fees on that case.

**Sewer** – the Board met on May 8 to approve some changes to our sewer lagoons. New diffusers were approved and will be installed soon.

**Airport plowing** – under the contract we had last winter for plowing, some of the runway lights were damaged and we have billed the contractor in the amount of \$1,700.00 for those costs.

**Straits of Mackinac Alliance** – this is a new committee getting set up for litigation on the Enbridge issues.

**Road Committee** – met and approved additional “match funds” in the amount of \$20,000.00. The committee felt this additional money would be best used for drainage problems, maintenance, culverts, ditching, and patching to preserve what we have.

**Road Ends** – a sub committee met to develop a spread sheet to determine the road ends and their best uses. They will meet again at Bob Dunn's house on June 1 and everyone is welcome to attend.

**Michigan Economic Development Commission** – Clymer attended a class they held in the Sault. They are interested to see if Clark Township would like to become a “Re-development Ready Community” to enable us to take advantage of grant opportunities to help restore old buildings. More information will be coming on this subject.

## **Correspondence**

Rutledge reported that a thank you letter was received from the Beautification Committee.  
DEQ Permit for Intervarsity Ministries (Cedar Campus) to replace a dock.  
DEQ Permit for Mark McPherson for a boat shelter.  
DEQ Public Notice for Flotation Docking for bottomlands renewal.  
DEQ Public Notice for Robert Brown to replace crib dock and boat wells.  
Resolution from Mackinac County Road Commission explaining the additional road funds.

## **Committee/Commission Reports**

### **Planning Commission**

Patton reported that they approved a case for a boat shelter. She reported that Jim Keighley has designed a letter to hand out to applicants for boat houses and shelters explaining the reasons for the \$250.00 charge for a hearing and the need for them to come and present their case to either the Planning Commission or the ZBA. The Commission is looking into an ordinance for golf cart usage on some of our streets. Patton is also requesting Board approval on the permit application form for mobile food vendors.

***Motion: Schuster made the motion to approve the mobile food vendor permit application form as presented. Rutledge supported.***

***Roll Call: Yes – Schuster, Clymer, Sherlund, Rutledge, Patton. Motion carried.***

**ZBA** – approved a variance for storage on Kromiller for Hakola. They will hear another case later this month on another storage situation.

**Sewer Advisory Board** – did not meet.

**Fire Department** – Jack Otstot provided his monthly report. He also submitted a quote from West Shore Fire for 2 carbon cylinders for approval.

***Motion: Patton made the motion to approve payment in the amount of \$2,050 plus shipping and handling upon arrival from West Shore Fire. Sherlund supported.***

***Roll Call: Yes – Sherlund, Schuster, Clymer, Patton, Rutledge. Motion carried.***

Rutledge shared that the Fire Auxiliary is planning an open house to show off the new rescue rig.

### **Recreation Committee**

Schuster reported that they will be meeting this evening and they are planning on a clean-up workbee on Saturday the 19<sup>th</sup>.

### **Old Business**

#### **Old Rescue Truck**

Sherlund reported that both he and Mark Merchberger have tried to contact several people without success for interest in purchasing. He thought we could possibly park it by the car wash with a “for sale” sign with a price of \$3,000.00. Rutledge said that Jim Landreville felt the truck was too large for use by the sewer department. Steve Kozma (in attendance) expressed

interest. The Board agreed to have the truck placed by the car wash and see what interest it generates and then discuss the offers and make a decision at the June board meeting.

## **New Business**

### **Airport Leases**

Clymer reported that for the last 5 years, the FBO (Fixed Base Operation) Lease at the airport has been held by the Mast family in the amount of \$3,000.00 annually. It is up for renewal the end of June. Contractually, they have an option to renew the lease and Donald Moore is also interested in the lease.

Future discussions will include snow removal, lawn mowing, airport manager and assistant manager salaries, utilities, maintenance, repairs, etc.

Sherlund pointed out that our expenses for the year for the airport ran over \$10,000.00 and we collect revenues of only \$3,000.00. We do need to take a look at options that will help support and sustain our airport.

Mast furnished the Township with a letter pointing out all the improvements they have made over the past 5 years including the remodeling of the reception area, new bathrooms, improvements to the hangar including the addition of a heating system, providing space for the Sheriff's Department, and installing an aircraft fueling system, etc.

Mast was also present at the meeting and pointed out that in the near future, the runway will need to be repaved, new lights, and instrument approach needed.

Jeff Kilponen and Nick Fairchild both expressed that the airport is an essential element to the growth for our area, as well as for tourism.

Steve Kozma shared that Donald Moore is interested in starting a shuttle service between Hessel and Mackinac Island and Beaver Island, etc. He would like to see day tours for our boat school, culinary school, area businesses and restaurants.

Open discussion ideas:

- T-hangars added to the property.
- Managers with aviation experience and/or an Advisory Committee to help guide the Township Board with decisions.
- Landing and tie-down fees could be established.
- Better advertising to increase usage.

Clymer extended to those present an offer to serve on an Airport Advisory Committee.

Many responded positively.

### **Hessel Parking Lot**

Clymer pointed out that we need to do an environmental site assessment on the property we are looking into making into a parking lot. The total cost is \$2,100.00 and John Hessel is willing to pay half of the cost along with half of the closing costs.

***Motion: Schuster made the motion to approve the expenditure in the amount of \$1,050.00 to Mackinac Environmental Technology, Inc. for an environmental site assessment.***

***Patton supported. Roll Call: Yes – Rutledge, Patton, Schuster, Sherlund, Clymer.***

***Motion carried.***

Clymer explained that one of the steps in the process of filing for grant money was that we needed to have a drawing of the site for submission.

He contracted with Rob Robley to get this done.

***Motion: Patton made the motion to approve payment to Rob Robley in the amount of \$280.00 for a site plan drawing for the parking lot in Hessel. Schuster supported.***

***Roll Call: Yes – Clymer, Schuster, Sherlund, Rutledge, Patton. Motion carried.***

#### **Elected Officials' Salaries – Annual Review**

**Patton offered the following resolution supported by Sherlund:**

**WHEREAS: \$26,373.15 is the annual salary designated as the Supervisor's function component.**

**THEREFORE LET IT BE RESOLVED: that the Clark Township Board approves the Supervisor's annual salary component covering statutory duties to be increased to \$27,773.15 annually, the increase will take effect July 1, 2018.**

**Roll Call: Aye – Clymer, Rutledge, Sherlund, Patton, Schuster  
Resolution Adopted.**

**Rutledge offered the following resolution supported by Schuster:**

**WHEREAS: \$26,373.15 is the annual salary designated as the Treasurer's function component.**

**THEREFORE LET IT BE RESOLVED: that the Clark Township Board approves the Treasurer's annual salary component covering statutory duties to be increased to \$27,773.15 annually, the increase will take effect July 1, 2018.**

**Roll Call: Aye – Clymer, Rutledge, Sherlund, Patton, Schuster  
Resolution Adopted.**

**Schuster offered the following resolution supported by Patton:**

**WHEREAS: \$26,373.15 is the annual salary designated as the Clerk's function component.**

**THEREFORE LET IT BE RESOLVED: that the Clark Township Board approves the Clerk's annual salary component covering statutory duties to be increased to \$27,773.15 annually, the increase will take effect July 1, 2018.**

**Roll Call: Aye – Clymer, Rutledge, Sherlund, Patton, Schuster  
Resolution Adopted.**

**Sherlund offered the following resolution supported by Rutledge:**

**WHEREAS: \$2,791.30 is the annual salary designated as the Trustee's function component.**

**THEREFORE LET IT BE RESOLVED: that the Clark Township Board approves the Trustee's annual salary component to be increased to \$2,931.30 annually with an additional \$75.00 per meeting, the increase will take effect July 1, 2018.**

**Roll Call: Aye – Clymer, Rutledge, Sherlund, Patton. Nay – Schuster.  
Resolution Adopted.**

### **Electrical Permit Fee Increase**

Fred Bryner, Clark Township's Electrical Inspector, brought to the Board's attention that our initial permit fee for an electrical permit is lower than most other Townships and also the State requirement. He suggests that the permit fee be increased from \$40.00 to \$50.00.

***Motion: Schuster made the motion to increase the electrical permit fee from \$40.00 to \$50.00. Patton supported.***

***Roll Call: Yes – Clymer, Sherlund, Schuster, Rutledge, Patton. Motion carried.***

### **Community Center Roof Bids**

Rutledge reported that 4 bids were received.

- |  |             |
|--|-------------|
| 1. Fairview Construction (Sault Ste. Marie)      | \$25,200.00 |
| 2. Whiskey River (Rudyard)                       | \$33,162.00 |
| 3. Kaysner Construction (Sault Ste. Marie)       | \$25,000.00 |
| 4. S & K Construction (Steve Kozma - Cedarville) | \$21,000.00 |

All the bids include the removal of the chimney. The job is to be completed by October 30. It was also discussed that there may be a possibility of addition OSB needed. This would be determined once the old shingles are removed and it is inspected.

Final decisions will be made by June 30<sup>th</sup> on the project.

***Motion: Schuster made the motion to accept S & K Construction's bid in the amount of \$21,000.00 contingent on funding in the 2018/2019 budget. Rutledge supported.***

***Roll Call: Yes – Sherlund, Patton, Clymer, Rutledge, Schuster. Motion carried.***

### **Marina/Recreational Employees Wage Rates**

Sherlund reported that 4 former Marina employees are returning this year and they will receive a 36 cent increase to their wages for this season. They will be hiring one or two new employees.

***Motion: Schuster made the motion to approve the Marina staff wage increase as presented. Rutledge supported.***

***Roll Call: Yes – Patton, Rutledge, Sherlund, Clymer, Schuster. Motion carried.***

### **Bottomlands Conveyance: Canigo LLC/Ayres**

Sherlund offered the following resolution supported by Schuster:

**WHEREAS:** at a meeting of the Clark Township Board of Trustees, in the County of Mackinac, State of Michigan, on May 16, 2018;

**WHEREAS:** Canigo LLC, Attention Fredrick M. Ayres IV has made application to the Michigan Department of Environmental Quality for a bottomlands conveyance within the Great Lakes waters of Lake Huron;

**WHEREAS:** the conveyance would be located at the parcel #003-640-011-00, 1200 SW Shore Club Dr., Cedarville, MI; Les Cheneaux Club Subdivision Lots 34 through 37 Inclusive and SE ½ of Lot 38 and entire Lots 99 to 102 inclusive, T42N R1W, and as depicted in the warranty deed L838/P337;

**WHEREAS:** the purpose of the conveyance is to "straighten irregular shoreline," as stated in the conveyance request to DEQ;

**THEREFORE, UPON FULL CONSIDERATION OF THE APPLICATION, BE IT RESOLVED:** that the Clark Township Board of Trustees approves the bottomlands conveyance of Great Lakes waters to Canigo LLC for the above stated purposes as depicted in the Certificate of Survey by Jeffrey Davis 46660 of Great Lakes Land Surveying – Job #17032.

**Roll Call:** Yes – Patton, Rutledge, Clymer, Sherlund, Schuster. Resolution adopted.

**Security Cameras – Twp. Hall and Marinas**

There have been a few discussions recently concerning security issues at our Marinas and Twp. hall. Scott Strait suggested that we look into purchasing a “secure entry spot” similar to the one that the school has that uses a camera and then a person is “buzzed” in. A camera system would be beneficial at the Marinas to deter vandalism and encourage boaters to pay when launching their boats. The Board encouraged Clymer and Murray to get quotes and bring back the information to a future meeting. No action taken.

**Public Comment:** none

**Adjournment:** 10:43 AM

***Motion:*** Schuster made the motion to adjourn the meeting. Patton supported.

***All Ayes. Motion carried.***