

**APPROVED MINUTES  
COLDSPRINGS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571  
MONDAY, JUNE 12, 2023 5:00 P.M.**

Supervisor Hoffman called the meeting to order at 5:00 p.m.

Pledge of Allegiance

Board members present at roll call were Supervisor Hoffman, Trustee Schaller Treasurer Smith, Clerk Gentelia and Trustee Delaney. Fourteen (14) members of the public were present, including Sheriff Whiteford and Deputy Farrier.

**Adoption of the Agenda:** Amend agenda as follows: Add Under Presentations (C) Kalkaska Library Branch Update, Under Correspondence (C) Resignation Letter from Deputy Treasurer Deb Schaller. **Motion** by Delaney, **second** by Schaller, to adopt the agenda as amended. All Ayes, Motion Carried.

**Establish any conflict of interest of items that are on the agenda:** None

**Approval of Minutes from the May 8, 2023 Regular Board Meeting:** Amend Minutes New Business (B) Consider Approval of Resolution 2023-010 – Amended Maple Valley Special Assessment District. Trustee Schaller Abstained during roll call vote. **Motion** by Gentelia, **second** by Delaney, to approve the amended minutes from the May 8, 2023 Regular Board Meeting minutes as presented. All Ayes, Motion Carried.

**Presentation:**

(A) Introduction to Dawn Moses

- a. Candidate for Township Treasurer when current Treasurer retires on September 30, 2023
- b. Lived in Coldsprings Township as a child
- c. Currently has lived in township for over 4 years
- d. Chair, Kalkaska Conservation District
- e. Board Member, Michigan Conservation Board
- f. Conflict with her Business
  - i. Self-employed
  - ii. Flexible hours
  - iii. No conflict of interest with her clients

(B) Introduction to Danielle Stein-Seabolt

- a. Will be interim Deputy Treasurer for new Treasurer after current Treasurer retires
- b. Will be future Township Clerk
- c. Masters in Public Administration
- d. Former Mainstreet Director in Grayling
- e. Board Member, County Economic Development Corporation
- f. 8 years living in the Township
- g. Graduate of Kalkaska High School

(C) Kalkaska County Branch Library Update – John Roberts

- a. Handout of Press Release for Branch Library in the Fall
- b. Will be submitting grant applications for funding

## Correspondence:

- (A) **Kalkaska County Planning Commission** – Public Hearing rescheduled for June 14
- (B) **Tax Tribunal – ANR Storage** – Pre-Hearing Date schedule for May 1 – 14, 2024
- (C) **Resignation Letter from Deputy Treasurer Deb Schaller**

## Assessors Report:

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### Memorandum

June 3, 2023

To: Coldsprings Township Board  
From: Sally Murray, MAAO  
810 Cottageview Dr, Suite 301, Traverse City, MI 49684  
231.499.7682  
SallyAnnMurray8120@gmail.com  
Subject: Assessor Report-June-23

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It is almost time for summer tax bills to be issued! The County Equalization Department has called for backups of databases by June 10, 2023. This allows time for the county and local townships to assure that total valuations are balanced and that all addresses are updated and 'in sync' prior to the issuance of the bills. As a reminder, summer tax bills are due September 14, 2023.

**The July Board of Review will be held on Tuesday July 18<sup>th</sup> at 3:00 pm at the Coldsprings Township Hall.** MCL 211.53b of the General Property Tax Act provides guidance for meeting dates and times; and allowable actions that can be undertaken by boards of review during their meeting sessions. As a reminder, PA 141 of 2022, the July and December Boards of Review no longer have the authority to grant Principal Residence Exemptions. That authority is now vested with the township assessor, who can take action on such requests throughout the year; and can include amendments to the current year and the immediately preceding three (3) years. Spring and summertime are generally the most favorable months to perform routine site inspections and new construction projects. Site inspections are already under way. If you are aware of new construction that has *not* been issued a building permit, please contact me. All tips to my office are confidential. This reporting helps to assure that all new construction projects are brought onto the assessment roll timely and equitably.

As always, feel free to contact me if you have any questions or concerns!

Sally

## Committee Reports:

### (A) **Planning & Maintenance:**

Maintenance & Planning Report 6-12-2023

#### TOWNSHIP HALL

1. New mulch has been spread around the perimeter of the building. Looks nice!
2. I believe I have found a contractor to replace the ceiling tiles in the remainder of the building. (The new tiles are currently stored in the basement on a pallet.)
3. A new 5x8 American Flag was purchased and Installed before Memorial Day weekend.

#### CEMETERY

1. Todd's Welding Service has completed the removal of the old shed, sand and debris behind the Township Hall. A new location behind the large pine trees is suitable for placing dirt from the grave digger, rubbish, etc., and is recommended, so it is not visible to cemetery visitors and the public. The 24 grave sites that were covered up, can now be prepared for use. I recommend we seed the area in the early fall.

## SANDS PARK

1. The swim buoys were installed before Memorial Day weekend.
2. The maintenance man completed the park clean-up.
3. The new boat cleaning station has been installed and in use, as well as signage on the asphalt near the boat ramp. A new sign at the park entrance to the boat launch area is being designed. It will remind users to make use of the boat cleaning station.
4. A new “user friendly” donation box has been installed next to the boat ramp.
5. Gil Smith of Living Water Well Drilling is finalizing plans for the new park well, to include a public drinking fountain. We should have a bid by the July board meeting.

Lowell Schaller, Trustee

### (B) Fireboard:

#### COLDSPRINGS- EXCELSIOR FIRE & RESCUE

##### MINUTES

June 7, 2023

**Call to order @ 5:00 p.m.**

**Roll Call:** Ray Hoffman, Brenda Smith, Dick Paternoster, Norm Groner, Annie Wallace. Also present, Chief Rusty Headley.

**Agenda:** Motion by Hoffman, 2<sup>nd</sup> by Paternoster to approve agenda. All ayes, motion carried.

**Minutes:** Minutes of the May 3 meeting were presented. Motion by Paternoster, 2<sup>nd</sup> by Groner to approve. All ayes, motion carried.

**Old business:** Website- Received a letter from Chase Hoffman in response to the letter sent by the board. Motion by Paternoster, 2<sup>nd</sup> by Groner to ask Mr. Hoffman for a refund of half. Roll call: Paternoster-yes, Groner-yes, Smith-yes, Wallace-yes. Ray Hoffman abstained. Motion carried.

**Run Report for March:** Fire-14, Medical-17.

Frederic Runs: Grayling-3, Kalkaska Memorial-6, Munson-13, Cancelled-1, Refusal-6, DOA-1, Other-1

**Chief's Report:** \* Working on dry-hydrants. \* Sent one truck and 2 firefighters to the Crawford County wildfire. \*Applied for a \$10,000 State grant to purchase wildland gear. \* Officer change – Assistant Chief Phil Weeter is retiring. Scott Tinker will take his place and Steve Guidebeck will move to the Captain position. Effective June 1, 2023.

**Bills and Wages:** Motion by Hoffman, 2<sup>nd</sup> by Paternoster to pay bills and wages for June as amended in the amount of \$7,887.87. Roll call: Hoffman-yes, Paternoster-yes, Smith-yes, Groner-yes, Wallace-yes. Motion carried. Check #s 10586-10603 were used for payment.

**NEW BUSINESS:** Tim McCullen's retirement party will be held July 23, time to be determined.

**Public Comment-** None

Upon proper motion, meeting adjourned at 6:50 p.m.

Annie Wallace, Clerk

### (C) Road Commission:

**Road Committee Report**  
**Coldsprings Township Board Meeting**  
**June 12, 2023**

The following is a recap of the Kalkaska County Road Commission board meeting I attended on May 10, 2023. The next KCRC board meeting is Wednesday June 14, 2023.

1. I gave the KCRC the following list of approved road fixes, or potential road fixes for which we would like to receive cost estimates.
  - a. Tower Road – this is about 700’ of Tower Road off of Sunset Trail to Rita Drive. The KCRC will do the work this summer. Their match will be in labor, we just need to pay for the gravel. Our expected cost is \$10,000 and the township board approved on May 8, 2023.
  - b. East Shore Drive - Design Engineering and Survey services. Huron Engineering is currently working on another KCRC engineering study, and East Shore Drive will be up soon.
  - c. KCRC is preparing cost estimates for our other potential road projects:
    - i. W.C. Cross Drive
    - ii. Sunset Trail and Twin Lake Road - shoulder work, and maybe overlay patches where needed.
  - d. Ford Road - John Rogers and I discussed potentially doing some overlay patches in a couple areas and then a chip and seal. Ford Road is still in fairly good shape but has a couple bad areas. The above maintenance could fix this road for many years.

2. Interesting discussion at the meeting...several residents of Blue Lake Road in the area of the lake were at the board meeting to petition for a decrease in the speed limit. Current signs say it is 35 mph, but residents think that is too fast. Since this area of Blue Lake Road is not in a platted subdivision, but is rather a McNitt Act road, the speed limit is generally 55 mph. A traffic study can be done by the State Police and then they will set the speed limit based upon the speed that 85% of people drive at. The reasoning being that 85% of people drive at a safe speed. Before the study begins, the State Police will remove all speed limit signs to get rid of any “influencers” of what the speed limit should be. Platted subdivisions have different laws, and the speed limit can be set at 25 mph.

In other road news:

1. Shore Road – The road contractor completed the paving of Shore Road on June 2, 2023, and it looks great! The KCRC will complete shoulder work over the next couple weeks.

Rick Delaney  
Coldsprings Township Trustee

**(D) Sheriff Department:**

- a. Blight
  - i. Eighteen (18) ordinance complaints
  - ii. Some Improvements
  - iii. Kevin Schaub
  - iv. 60 day mark will recheck
- b. Introduced Deputy Farrier – will be township deputy after June 30, 2023
- c. Dispatch in critical need of staffing, please spread the word.
- d. Discussion on possible collaborative Correction Facility with Crawford County Sheriff’s Department
  - i. Beginning conversations with State Representatives
  - ii. Possible Juvenile Health and Mental Health Holding Facility

- e. Question on when the move from the Annex Building
  - i. Construction Proposal due to County Board today
  - ii. BOC may take action at next weeks' meeting
- f. A copy of the monthly Sheriff Report is available at the Clerk's Office

**(E) County Commissioners:**

- a. Personal Industrial Property Tax Discussion
- b. County Website updating in process
- c. KMHC Business Plan for Kaliseum
- d. Commissioners will be meeting with KMHC

**(F) Hospital**

**Talking Points from KMHC Board Meeting 5/23/23**

- Moments of Excellence:
  - KMHC has a long history of providing scholarships to local graduating seniors. This year, nine-\$1,000 scholarships were given out to students planning to pursue a medical degree in a field applicable to KMHC. 6 of the 9 scholarship recipients are children of KMHC employees.
  - Ms. Kim Babcock, VP of Operations, shared events from KMHC's Hospital Week celebration. Staff enjoyed food, fun, and prizes throughout the week, including KMHC beginning to celebrate their 70-year anniversary.
  - Ms. Laura Zingg, VP Administration, shared that KMHC's teen health/adolescent counseling program housed in Kalkaska Middle School had its first State Survey. The survey was very comprehensive looking at program policies, procedures, documentation, and even physical space. The surveyor shared it was the best survey she has completed so far this year and gave an "A" rating.
- Committee Report Summaries:
  - Strategic Planning Committee shared that the one-year extension of the affiliation agreement with Munson Healthcare was finalized. Throughout the next year and at upcoming Strategic Planning Committee meetings, the Board and KMHC leadership will be discussing and investigating other potential relationships as well as internal capabilities.
  - Investigation and education regarding Act 47 versus not-for-profit status will also be discussed over the next several months and its impact on affiliations with other healthcare entities.
  - The Executive/Finance Committee made the recommendation for the full Board to perform the American Hospital Association's Board Self-Evaluation Survey.
- CEO Report:
  - Mr. Andrew Raymond, CFO, answered questions regarding the FY'24 Capital Budget which was provided at the previous board meeting for review. The budget was supported and approved.
  - The Kaliseum business plan will be brought to the full board at the June meeting which will review individual service lines at the Kaliseum (ie: rehab, fitness, pool) as well as a consolidated financial forecast.
  - The FY'24 Goals and Objectives document was provided to the Board and asked to review for approval at the June meeting.
  - KMHC leadership has requested that Board Members suggest topics or services they would be interested in learning more about so that leadership can develop future board education sessions.
- Medical Staff Report:
  - Dr. Jeremy Holmes reported that changes in pre-surgical criteria and clearance have been modified, allowing for KMHC in some cases to perform procedures for patients with a higher BMI than in the past.
- Upcoming Events:
  - **The Annual Strawberry Social will be held June 11<sup>th</sup>, from 11am-2pm on the grounds of Assisted Living.**

**(G) Drain Commissioner/Manistee Lake Improvement**

- a. Boat Cleaning Station is complete and all tools are still present
  - i. Trash Container needed at Boat Cleaning Station
  - ii. MSU mobile cleaning station will be at Sands Park on Friday, June 30, 10am – 2pm
- b. MLIB
  - i. Spring weed survey happening tomorrow
  - ii. Meeting on June 19, 7:00 pm at the Township Hall
  - iii. Fish research work should also be presented at meeting
- c. Drain Commission
  - i. Two bills pending to amend State Drain Code
    - 1. Creating a Water Management District
    - 2. Storm Water Management
    - 3. Allow Drain Commissioners to do more than build drains
    - 4. Fund through Special Assessment

**Treasurers Report:**

All Accounts: 873,528.07  
General Fund: 92,887.58  
Tax Account: 465.33  
Cash on Hand: 200.00

Motion by Delaney, second by Schaller, to approve Treasurers Report. All Ayes. Motion Carried.

**PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda):** 6:07 PM - None

**OLD BUSINESS:**

**(A) ARPA Funds Update**

- a. Using some funds for roads this year
- b. Waiting for breakout from KCRC to determine balance of ARPA funds

**(B) Clean Boats, Clean Waters Program**

- a. Completed and will remove from agenda

**NEW BUSINESS:**

**(A) Consider Activating Parks & Recreation Committee**

- a. Would like to bring Pickle Ball and Basketball courts to township
- b. Consider utilizing property behind CETA Hall
- c. Clerk will be attending CETA Hall meeting tomorrow
- d. Clerk will reach out to Excelsior Township
- e. Would like to use ARPA funds to bring a community facility for residents/public use
- f. Motion by Hoffman, second by Schaller, to activate Parks & Recreation Committed. All Ayes.  
Motion Carried

**(B) Consider Adoption of Resolution 2023-011 – Authorizing Resolution for Michigan CLASS Participation**

- a. Board approved adding Michigan CLASS to list of investment tools last month
- b. Need to adopt a Resolution for participation

- c. Motion by Gentelia, second by Smith, to adopt Resolution 2023-011 – Authorizing Resolution for Michigan CLASS Participation. A roll call vote was taken: Ayes – Schaller, Delaney, Smith, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried.

**(C) Consider Using Metro Funds for a Digital Sign in Front of Township Hall**

- a. Treasurer received email with clarification on what funds can be used for (Right-of-way activity)
- b. Board member not yet comfortable on what funds can be spent on
- c. Discussion on Metro Funds and LCSTA funds
- d. Motion by Hoffman, support by Schaller, to table until next meeting. All Ayes. Motion Carried.

**(D) Consider Approval of Estimate to Power Wash Township Hall in 2024**

- a. Windows cleaned last week
- b. Vendor noticed it may be time to power wash entire building next year
- c. Motion by Smith, support by Schaller, to accept bid of \$350 from Birds Be Scared Window Cleaning to power wash township building in Spring 2024. A roll call vote was taken: Ayes – Delaney, Smith, Gentelia, Hoffman, Schaller; Nays – None; Absent – None. Motion Carried.

**(E) Consider New Copier Bids**

- a. Received two (2) bids
  - i. Staples
    1. HP LaserJet Enterprise MFP M725z: B/W copier, up to 40 ppm - \$5985.21 + \$1,200.83 (Support and extended warranty), total \$7,186.04
    2. Lexmark CX931dtse: B/W/Color Copier, up to 35 ppm - \$6669.69 + 2129.69 (Support and extended warranty), total \$8799.38
  - ii. Applied Imaging
    1. Kyocera TASKalfa 3554ci: Color Copier, up to 35ppm – \$5725
    2. Kyocera TASKalfa 4054ci: Color Copier, up to 4ppm - \$6525
    3. Support will continue to include toner
    4. Price includes delivery, installation, and training
- b. Discussion on comparison of different copiers
- c. Motion by Gentelia, support by Smith, to accept Applied Imaging bid for Kyocera TASKalfa 4054ci for \$6525.00. A roll call vote was taken: Ayes – Smith, Gentelia, Hoffman, Schaller, Delaney; Nays – None; Absent – None. Motion Carried.

**(F) Consider Approval of Township Hall Cleaning Bid**

- a. Bid is from BAM Cleaning for \$100/per cleaning
- b. Deep cleaning of Hall and 2 back offices is \$160
- c. Motion by Gentelia, support by Delaney, to approve BAM Cleaning Service bid. A voice vote was taken. All Ayes, Motion Carried

**Approval of Bills:**

A **Motion** by Smith, **second** by Schaller, to approve \$21,836.41 to pay June bills. A voice vote was taken. All ayes Motion Carried.

**Public Comment: Started at – 6:49 PM**

- CETA Board
  - Coldsprings and Excelsior Township Boards helped with parking lot repairs

- Want to express their appreciation by saying Thank you
- Trustee Delaney asked if anyone followed up w/CETA regarding Pickle Ball
  - Currently CETA is open all the time
  - Am supportive but not sure how it will work
  - Clerk stated she plans to attend CETA Board meeting tomorrow
- D. Moses
  - Have we considered Disc Golf
  - Does Park & Rec Committee member have to live in Township
    - Clerk is not sure, but will look into it
  - Moose Lodge and Eagles may be interested in old copier
- L. Schaller
  - Call from resident regarding having a one-time Township Clean-up
  - Suggestion to do it

**Adjournment:**

**Motion** to adjourn at 7:00 p.m. by Smith, **second** by Schaller. All Aye, Motion Carried.

Next meeting Monday, July 10, 2023 at 5:00 PM

Gayenell Gentelia  
Clerk, Coldsprings Township