

**APPROVED MINUTES
COLDSPRINGS TOWNSHIP
REGULAR BOARD MEETING MINUTES
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571
MONDAY, MAY 13, 2024 5:00 P.M.**

Trustee Delaney called the meeting to order at 5:00 p.m.

Pledge of Allegiance

Board members present at roll call were, Clerk Gentelia, Trustee Phillips, Trustee Delaney, Trustee Moses, Supervisor Hoffman joined remotely due to health reasons. Eleven (11) members of the public were present, including Deputy Farrier from the Kalkaska County Sheriff's Office.

Adoption of the Agenda: Add under New Business (F) Consider Adoption of Amended Civil Infraction Ordinance. **Motion** by Delaney, **second** by Phillips, 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 April 8, 2024 Regular Board Meeting: **Motion** by Hoffman, **second** by Delaney, to approve the minutes from April 8, 2024 Regular Board Meeting as presented. All Ayes, Motion Carried.

Presentation: None

Correspondence:

- (A) Tri-Leaf – TAG Tower on Covert Road
- (B) DHD #10 Water Analysis

Assessors Report:

Memorandum

May 11, 2024

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-May-2024

Now that the March board of review has adjourned, the new assessing cycle has begun. The 2025 assessing database has been established and data is being entered.

Annual site inspections will resume soon. These inspections typically begin in the spring and last throughout the year. Site inspections are *exterior only*. New construction projects are also in various stages of completion and I will continue to monitor those throughout the spring/year. If anyone is aware of a building project under way which has not secured the proper permits, please contact my office. Some individuals are not aware that permits are required and I can alert them to contact the proper agencies. All tips to my office are anonymous.

To date, we have 4 land divisions that have been submitted this year.

The board has had some discussions regarding converting to the BSA/cloud version. MTA currently hosts a Listserv email which supports communications among various members of townships. On the topic of the cloud, it appears apparent that there are several 'bugs' in the system that have yet to be remedied completely. Of course, this is natural in all new software upgrades/migrations. Those that have made the transition are suggesting to others to hold off until a smooth conversion can be guaranteed. I would invite the members of the board to monitor those discussions.

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

Sally

Committee Reports:

(A) Planning & Maintenance:

TOWNSHIP HALL:

- The new, three panel message board has been installed. The two former message boards were repurposed at the park pavilion, replacing the one there that was vandalized last year.

CEMETERY:

- Efforts are underway to explore expanding the cemetery to the west, on adjacent property already owned by the township.

SANDS PARK:

- I raised a question last month about testing the well pump water at the park. We learned that the well was placed in 2012 but no records exist that showed it had been tested since. I contacted the health department, who sent a representative to do a sanitary survey. The survey found no issues and the water test came back fine. We are, however, now required to move the portable restrooms 75 feet away from the pump; must test the well quarterly during our open season of April through October; remove the pump handle during the closed season; and pay an annual fee to keep the well operating for our users to enjoy.
- Three portable restrooms were placed at the park. Upon completion of the final pumping of the Vaults on May 1, the restroom buildings were locked down. The pumping company was not able to completely extract all large vault debris, as we were historically told to expect now and in prior years. I have asked two contractors to provide a quote to create a level platform in the parking lot for a permanent site outside the 75' well barrier area. After we have had a season to evaluate the portable restroom solution, discussions should occur on how to repurpose the two buildings.
- Another wind storm caused a fallen tree limb to damage an adjacent property owner's deck, who reported it to the township. This actually involved several failing trees along the north property boundary near the beach. Eric Helsel was called to assess the situation and we received a quote for \$4,500 to address the hazard. Due to the emergency situation, the clerk authorized him to proceed with the removal, which was completed Monday, May 6. We are exploring options to restore the area where the trees were removed. Joe raked and distributed some grass seed over the scarred area as a preliminary abatement effort.
- I have contacted two arborists to perform an evaluation and report on the forestry of the park, with focus on the remaining Oak Trees. Arborist Bo Burke was highly recommended by the. Conservation District. Once we engage him for this service, he will perform a detailed analysis and report explaining

how we might proceed to manage our forested area, along with any oak treatment recommendations. He would not do this analysis until the trees are fully leafed out later this spring or early summer. His fee is \$400. I am waiting for his response to confirm we want this done.

- We have a persistent stormwater erosion problem at our beach. I held informal site consultations with two potential contractors to get their recommendations on a solution to divert the stormwater away from the beach to reduce the trenching, and then refurbish the beach. This will also require the township to install some type of platform at the sidewalk end. I asked for some preliminary estimates. The successful bidder will be required to get a Soil Erosion Permit from the county for this project.
- As previously reported, a vehicle damaged the drain and barricade near the boat launch exit last year. This work has been completed by TWS and appears to be a great, permanent solution.
- The stormwater retention basin inside the above barricade houses a culvert that leads to an outfall to the lake. The stormwater flow has been monitored during some recent storm events, and we found there is a partial blockage of root material in the culvert near the lakeside outfall. Water seems to be draining satisfactorily and Joe has attempted to remove some of the root debris; however this will need to be monitored regularly to assure flow continues at acceptable levels.
- The playground mulch has deteriorated significantly and needs to be refreshed. We have received two quotes for applying the natural organic cedar mulch, and I am waiting on one more.
- Asphalt has deteriorated severely at the boat launch ramp approach and needs to be excavated and replaced with concrete, as historically, asphalt patching does not hold in that area. I am waiting for a quote for the repair of the 12x18' area. We can excavate and repair up to 225 square feet without needing to apply for a Soil Erosion/Sedimentation Control Permit. We will need to file an affidavit to that effect, and I have the paperwork prepared when we are ready.
- Severe Potholes and asphalt degradation at the main park entrance and near the boat ramp exit need to be repaired and repaved. Some directional arrows also need painting. I would like to pursue getting quotes for this. This would be a separate project from the boat ramp repair.
- Joe has cleaned up the buoys and acquired new connectors as recommended to us last autumn. The swim buoys will be installed by TWS in the next few days.
- Coldsprings employees Joe and Marina have worked tirelessly for the past several days to complete the spring cleanup work to remove embedded leaves and branches at the park. This work, previously performed by the Kalkaska County Correctional crew, is no longer an option. I recommend that the Township consider seeking estimates from landscapers or other parties for both fall and spring cleanup up efforts.

OTHER

- The second road end on East Shore Drive is in need of dead tree removal, overgrown brush trimming, and removal of a large accumulation of dead tree limbs that are blocking the drain outflow at the waters edge. This is a large project and will involve working in the ditch, as well as the need to bring in equipment to chip and remove some of the smaller debris. The larger tree limb blockage at the lakeside may require use of a small excavator. I have met with one landscaping company for a consultation and quote, and am seeking others. I am hoping to bring this solution to the board at a near future meeting for action.
- For a fun report, the young people of the Kalkaska Baptist Church youth group collected dandelion blooms at Sands Park last week, with my permission. They will be producing and bottling dandelion syrup as a fundraiser for one of the church's community outreach ministries.
- Met with Kalkaska Conservation District to discuss a conservation grant
- Tree planting last Saturday, trees donated by Kalkaska Conservation District

(B) Fireboard:

COLDSPRINGS- EXCELSIOR FIRE & RESCUE

MINUTES

May 1, 2024

Call to order @ 5:03 p.m.

Roll Call: Dawn Moses, Norman Groner, Dick Paternoster, Annie Wallace. Gayenell Gentelia absent. Also present, Chief Rusty Headley, Lt Kevin Julian.

Agenda: Motion by Wallace, 2nd by Moses to approve agenda with addition of MI. Class under Old Business. All ayes, motion carried.

Minutes: Minutes of the April 3. Motion Paternoster, 2nd by Moses to approve. All ayes, motion carried.

Old business: *Michigan Class- Treasurer Dawn Moses opened a discussion regarding opening an account with MI Class. Motion by Wallace, 2nd by Paternoster to approve signing a Resolution to open an account. The Board then discussed which funds to move and how much money should be put in. She will meet with Clerk Annie Wallace to go over current accounts, before bringing the information to next months board meeting. Roll Call: Wallace-yes, Paternoster-yes, Groner-yes, Moses-yes. Gentelia absent

Run Report for April: Fire-14, Medical-26. Frederic Runs: Grayling-3, Kalkaska Memorial-11, Munson11, Cancelled-3, Refusal 7, DOA-1, Other-1

Chief's Report: *3 Sets of turn-out gear have been ordered. * Fire Safety Class was held at the fire barn for homeschooled children. Safety kits were given out. * A letter was sent to the owners of the burned house on M-72 E. They had asked the Fire Dept if they wanted to use the house for training, and were told an asbestos free certificate would be needed. Chief Headley was told they could not find anyone to preform the inspection, he then gave them the name of a company to call. * The Department passed the State of Mi Life Support Agency License Renewal. * Chief will be on vacation June 7th-18th.

Motion by Wallace, 2nd by Gentelia to amend the new budget by adding \$12,000 from the General Bank account to P.P.F. making a total of \$24,000. Roll: Wallace-yes, Gentelia-yes, Paternoster-yes, Moses-yes, Groner-yes. Motion carried.

Bills and Wages: Motion by Paternoster, 2nd by Groner to pay bills and wages for May in the amount of \$17,746.04. Roll call: Paternoster-yes, Groner-yes, Moses-yes, Wallace-yes. Motion carried. Check #s 10779-10796 were used for payment.

New Business: None

Public comment: None

Upon proper motion, meeting adjourned at 6:17 p.m.

Annie Wallace, Clerk

(C) **Road Commission:**

**Road Committee Report
Coldsprings Township Board Meeting
April 8, 2024**

The last meeting of the Kalkaska County Road Commission board was held on Wednesday, April 10, 2024. John Rogers, the Manager of the KCRC was not in attendance, so the meeting was rather brief and there are no substantive issues to report from it.

I met with John Rogers on April 25, 2024 to discuss our township's potential road projects for the near future.

1. Shore Road - loose end from last year's paving – residents complained last summer of cracks in replaced concrete in their driveways. KCRC agreed to replace the concrete and John has it on his list to do this summer.

2. Starvation Lake Road – as previously reported, the KCRC is covering the cost of about 5 miles of Chip & Seal this summer. From Cunningham Road to Blue Lake Road. The approximate cost is nearly \$200,000 that the KCRC is paying out of county road millage funds.

3. Sunset Trail – 2.12 miles of Chip & Seal, wedging and shoulder work using Afton stone. Back in March, we received an Opinion of Probable Cost of approximately \$250,000 (our portion = \$200,000). This pricing was based on 2023 product costs. Bids for 2024 costs were opened at the Finance Committee meeting on May 8th. I attended the meeting and costs for the Chip & Seal portion are still undetermined but certainly higher than 2023's costs. Unexpectedly, road contractors are giving a completion date by June 1, 2025 (they are very booked up). (John can work with us on ARPA commitment deadline of 12/31/2024.) The largest expense of this project is the Afton stone. I have worked with John to give the Board our best estimate of our options:

a. Using Afton stone for both sides of shoulder, the total cost would be about \$260,000 (our portion = \$208,000).

b. Using typical road gravel for both sides of the shoulder, the total cost would be about \$115,000 (our portion = \$92,000).

4. W.C. Cross Drive – Gravel would help a lot but will probably wash into yards within a couple years. John does not suggest ditching since it is very low there and there are no existing ditches. I recently spoke with a resident about forming a Special Assessment District to raise money to pave the road. He had some experience in this area and was very knowledgeable. I said we could discuss sharing the cost - maybe 20% KCRC, 30% Township and 50% residents. He knows just a ballpark and needs KCRC to give him accurate estimates. He's going to discuss with neighbors in the next couple months.

a. John and I did a quick estimate and \$100,000 (our portion = \$80,000) is the expected cost. John suggests raising the level of the road with sand and gravel by approximately 6" and then pave over it.

5. Ford Road - Potentially doing a Chip & Seal and wedging, similar to Sunset Trail but not need as much gravel. The approximate cost would be \$80,000 (our total = \$64,000).

6. Twin Lake Road – shoulder work.

7. East Shore Drive - received Huron Engineering's reconstructions plans in March 2024. Cost at \$1.8 million. The repairs are expensive and complicated. On hold until we can determine funding.

a. As requested by several residents, I'm exploring the formation of a Special Assessment District and potentially bonding this project. Financing the repairs would be accomplished with a combination of Township money, KCRC matching money (20% match) and an SAD. Road repairs are not getting any cheaper so it is possible that, in the long-run, forming an SAD and bonding the remainder of the cost is the cheapest option for residents. Sally Murray has provided me with an initial draft list of the impacted properties (about 200). On the bonding side, John Rogers recommends I speak with a municipal bond attorney. I will reach out to the MTA before speaking with our attorney for their insight.

Rick Delaney
Coldsprings Township Trustee

(D) County Commissioner

- a. Introduced new county commissioner – David Schaeffer
- b. Townhalls/Community Forums
 - i. All millages presentations
 - ii. 10 mins per agency
- c. Community Forum for Rugg Pond
 - i. Monday, May 20, 9:30 am
 - ii. Kaliseum
- d. Pickle Ball w. County Administrator
- e. Bob Baldwin is running for reelection

(E) Sheriff Department:

- a. Discussed March Sheriff's Report
- b. Contact with dog owners without leash
- c. Fraud Education at Blue Lake and Bear Lake Townships
 - i. Possibly having a session here
 - ii. Partner with library
- d. Sheriff Whiteford discussed upcoming 911 Millage request
- e. The County will have several community forums to discuss August 6 elections millages

(F) Hospital

Talking Points from KMHC Board Meeting 4/23/24

- Moments of Excellence:
 - o Andrew Raymond, CFO, shared that long-time board member, Ms. Bethel Larabee, left KMHC a generous monetary gift in her estate after her passing. Ms. Larabee served on the KMHC Board for over 40 years and had so much passion and love for our hospital and community. She was a true inspiration and lived her life with a mission to respect and serve her peers and community.
 - o Laura Zingg, V.P. Administration, shared that KMHC's Teen Health Program applied for and was awarded a one-time Construction Grant through the Michigan Department of Health and Human Services Adolescent Program. The Kalkaska and Forest Area locations will receive up to \$250,000 each. This grant is intended to be used for facility and equipment upgrades, including building renovations. This grant will enable the Kalkaska Clinic the ability to renovate a new space when they move due to the future Long-term Care expansion.
- New Board Member Introduction:
 - o The Board welcomed Mr. Alan Hart from Boardman Township who has joined the KMHC Board of Trustees.
- Medical Staff Report:
 - o Kalkaska Medical Associates (KMA), who has been investigating the use of scribes for several years, is excited to be trialing an Artificial Intelligence (AI) Scribe program. The long-term goal is to have a process where either AI technology or a trained scribe can assist with documentation so that the provider can spend more time with the patient and have a more efficient visit.
 - o KMA-Mancelona Campus welcomes Ms. Jennifer Sampson, NP, to the practice and is now seeing

patients.

o KMA-Mancelona Campus is also in the process of hiring a full-time physician with a target start date of Fall 2024.

- Campus Plan/Building Committee Update:

- o The Board approved two proposed projects for the old Emergency Dept. space.

- KMHC is partnering with a company to provide Outpatient Geriatric Psych Services, referred to as “Senior Life Solutions.” The program is an intensive outpatient group therapy program designed to meet the unique needs of adults (typically 65 and older) who are experiencing symptoms of depression, anxiety, and other mental health challenges.

- The second approved project is to renovate space in order to build out an “HR Suite” where all Human Resource staff can have a workspace in the same area and be more accessible to staff.

- o The other upcoming project is reviewing short and long-term options for additional parking. As KMHC grows and services continue to be busier, parking has continued to be a challenge. To address the need, the current plan is to add a temporary gravel parking lot on Birch St. across from Long-term Care to provide 60-70 spots for employees.

- Community Open Forum Feedback:

- o Three public open forums were held on the topic of Act 47 versus Not-for-Profit structures.

Handouts of the presentation were shared with every person that attended.

- o The forums were well attended with around 100 community members along with several board members and many shared it was a very worthwhile presentation and had very positive feedback.

- o Many people have asked about additional forums; the plan will be to hold several more, with the next series likely to be held in June.

- FY’25 Budgets:

- o KMHC is underway with budget season for next fiscal year’s capital and operating budgets.

- o The Capital budget was shared by Mr. Raymond, CFO, for review over the next month and will be on the full board agenda in May for any additional questions and approval.

- o The Operating budget is currently being reviewed by the CFO and management. This is a very large undertaking and collaborative effort with a goal of sharing the budget in May and in June requesting approval by the Board.

- Act 47 versus Not-for-Profit Update:

- o Mr. Klimek spent time asking each board member their thoughts and questions /concerns /comments they have heard in the community surrounding the potential transition from Act 47 to Not-for Profit.

- o All of the feedback was documented and could be potentially used for a frequently asked question (FAQ) or talking point document to assist in conversations when out in the community.

- o Board members also requested the possibility of holding potential community forums at various locations throughout the community.

- o Following the discussion, Mr. Rogols, CEO, spent time further explaining the steps in the decision process. All the Board feedback was extremely helpful and appreciated, but before spending the time to create an FAQ document the Board will need to make the decision if they believe KMHC will be better off fulfilling the mission of KMHC (Improving the health and quality of life of the communities we serve), in the future by remaining an Act 47 entity or becoming a 501c3 Not-for-Profit, which would be followed by a vote of the electorate.

- o The request was also reiterated that the Board needs to let the KMHC Leadership team know what other questions need to be answered or clarified in order to make this decision.

- Annual Community Benefit Report:

- o Ms. Zingg shared a draft copy of this year’s Community Benefit Report. This is the first year the report has been created 100% in-house with no outside assistance from Munson or other contracted

designers. KMHC is very proud of the report and hopes the community will enjoy many pictures and information. It will be mailed to over 30,000 homes in the next several weeks.

(G) Drain Commissioner/Manistee Lake Improvement

- a. Seth is running for re-election
- b. Scheduling Spring Lake Survey
 - i. Done usage to identify Milfoy
- c. MLIB Meeting after receipt of survey

Treasurers Report:

| | |
|---------------|------------|
| General Fund: | 547,212.22 |
| Tax Account: | 3,794.90 |
| Road Millage: | 19,993.20 |
| Cash on Hand: | 200.00 |

Michigan CLASS

| | |
|----------------|--------------|
| All Accounts: | 1,001,049.07 |
| Corporate: | 287,748.85 |
| Road Millage: | 104,253.19 |
| Building Fund: | 65,744.38 |
| Improvement: | 470,683.50 |
| Metro: | 44,462.30 |
| LCSA: | 28,156.85 |

Motion by Gentelia, second by Delaney, to approve Treasurers Report. A roll call vote was taken: Ayes – Phillips, Delaney, Moses, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried.

PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda): 7:03 PM – None

OLD BUSINESS:

(A) ARPA Funds Update

- a. No update other than reminder we need to allocate by Dec. 31, 2024

(B) Branch Library

- a. Fiber Optic will be installed at the end of the month

(C) Blight

- a. Attorney has filed summons on 4 properties on County Road 571 NE

NEW BUSINESS:

(A) Consider Approval of CEFR Fire Service with Oliver Township

- a. Annual contract
- b. Motion by Gentelia, second by Delaney, to approve CEFR Fire Service Contract with Oliver Township. A roll call vote was taken: Ayes – Delaney, Hoffman, Phillips, Moses, Gentelia; Nays – Moses, Gentelia; Absent – None. Motion Carried

(B) Consider Adoption of Amended Fireworks Ordinance

- a. Township attorney did not see an issue with amending the Fireworks Ordinance
- b. Need to also amend Anti-Noise Ordinance to include local laws

- c. Amended as follows:
 - i. Consumer fireworks may be ignited, discharged and used in Coldsprings Township, but only as provided herein:
 - ii. a. No person shall ignite, discharge, or use consumer fireworks within Coldsprings Township at any time, except during any of the following days and times:
 - iii. i. After 11 am on December 31 and until 1 am on January 1
 - iv. ii. After 11 am and until 11:45 pm on the Saturday and Sunday immediately preceding Memorial Day
 - v. iii. After 11 am and until 11:45 pm on June 29 through July 4
 - vi. iv. If July 5 falls on a Friday or Saturday, then after 11:00 am and until 11:45 pm on July 5
 - vii. v. After 11 am and until 11:45 pm on the Saturday and Sunday immediately preceding Labor Day
- d. Motion by Phillips, second by Delaney, to adopt Amended Fireworks Ordinance. A roll call vote was taken: Ayes –Gentelia, Hoffman, Phillips, Delaney, Moses; Nays – None; Absent – None. Motion Carried

(C) Consider Approval Adoption of Amended Anti-Noise Ordinance

- a. Received recommendation from township attorney to make following change:
 - i. Fireworks except as allowed by State and Local law
- b. Motion by Delaney, second by Phillips, to adopt the Amended Anti-Noise Ordinance. A roll call vote was taken: Ayes – Hoffman, Phillips, Delaney, Moses, Gentelia; Nays – None; Absent – None. Motion Carried.

(D) Consider Approval of Tobin & Co Contract

- a. Motion by Gentelia, second by Delaney, to approve contract with Tobin & Co.. A roll call vote was taken: Ayes – Phillips, Delaney, Moses, Gentelia, Hoffman; Nays – None; Absent – None. Motion Carried.

(E) Consider Proposals for Sands Park Playground Mulch

- a. Mulch is in very poor condition
- b. PD Services bid \$2,586.00
- c. TWS bid \$3,970
- d. Motion by Hoffman, second by Gentelia, to accept bid from PD Services in the amount of \$2,586.00. A roll call vote was taken: Ayes – Delaney, Moses, Gentelia, Hoffman, Phillips; Nays – None; Absent – None. Motion Carried

(F) Consider Adoption of Amended Civil Infraction Ordinance

- a. Request from Board at last meeting to send Civil Infraction Ordinance to legal to update fee schedule
- b. Discussion on Fee Schedule
- c. Amend Fee Schedule to the following:
 - i. 1st violation within 3-year period* ----- \$ 50.00
 - ii. 2nd violation within 3-year period* ----- \$ 200.00
 - iii. 3rd violation within 3-year period* ----- \$ 300.00
 - iv. 4th or subsequent violation within 3-year period* --- \$ 500.00
 - v. *determined of the basis of the date of violation(s)
 - vi. In addition to the above-prescribed civil fines, additional costs may be assessed by Kalkaska County Courts.

- d. Motion by Delaney, second by Phillips, to adopt amended Civil Infraction Ordinance as amended. A roll call vote was taken: Ayes – Moses, Gentelia, Hoffman, Phillips, Delaney; Nays – None; Absent – None. Motion Carried.

Approval of Bills:

- A Motion by Moses, second by Hoffman, to approve \$51,865.24 to pay May 2024 bills. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney, Moses; Nays – None; Absent – None. Motion Carried.

Public Comment: Started at – 7:40 PM

- D. Smith
 - Twin Lake Road
 - 20 acres bull dozed
 - Does Board know what's happening at that site
 - The board is not aware of what is going on at this site

Adjournment:

Motion to adjourn at 7:48 p.m. by Delaney, **second** by Moses. All Aye, Motion Carried.

Next meeting Monday, June 10, 2024 at 5:00 PM

Gayenell Gentelia, Clerk, Coldsprings Township