

**APPROVED MINUTES  
COLDSPRINGS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571  
MONDAY, JUNE 10, 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. Twelve (12) members of the public were present, including Deputy Farrier from the Kankaska County Sheriff's Office.

**Adoption of the Agenda:** Add under Presentation – Molon Asphalt. **Motion** by Gentelia, **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 May 13, 2024 Regular Board Meeting:** **Motion** by Hoffman, **second** by Delaney, to approve the minutes from May 13, 2024 Regular Board Meeting as presented. All Ayes, Motion Carried.

**Presentation:**

Molon Asphalt – Brad Sepell

- Presentation on difference between a paving company and a maintenance company
- Can help setup long term plans for township assets
- Provide bids based on request, but also provides an evaluation with alternative solutions for project
- Discussion on Sands Park
- Discussion on maintenance after full project, initial expense
- Discussion on possible funding grants

**Correspondence:**

(A) KMHC Resolution 2024-003

(B) KMHC Community Forums

a. Tuesday, June 18, 12:30 pm

b. Thursday, June 20, 5:00 pm

c. Friday, June 21, 10:00 am

(C) Cindy Anderson – Zoning Complaint – Short Term Rentals

(D) Civil Infraction

**Assessors Report:**

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**Memorandum**

June 2, 2024

To: Coldsprings Township Board  
From: Sally Murray, MAAO

810 Cottageview Dr, Suite 301, Traverse City, MI 49684  
231.499.7682  
[SallyAnnMurray8120@gmail.com](mailto:SallyAnnMurray8120@gmail.com)

Subject: Assessor Report-June-2024

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Annual site inspections have begun. Per recommendation by the State Tax Commission, routine site inspections are performed on approximately 20% of the parcels annually. Inspections are exterior only. If a property owner is absent, a card will be left at the door. If there are no questions, the back of the card will indicate the date of inspection and the word, "Reviewed". If there are questions, the back of the card will indicate the date of inspection and the instruction, "Please call".

June 1 is the filing deadline for Principal Residence Exemptions-PRE (formerly known as the "Homestead" exemption). At this time, I am preparing to present the "June 1st" database to the Kalkaska County Equalization department and the Kalkaska County Treasurer's office so that they can begin the preparation of the summer billings. This is a good time to remind everyone that late filed PRE's are no longer processed by the July and/or December boards of review. Public Act 141 of 2022 provided the assessor with the authority to make these adjustments. As always, the current year and immediately preceding 3 years may be adjusted (with proper supporting documentation).

Additionally, Public Acts 150, 151, and 152 of 2023 were signed by the Governor on October 19, 2023. The Acts remove the authority of the Boards of Review to review and approve disabled veterans exemptions. All applications for a disabled veterans exemption are to be reviewed and approved or denied by the assessor. DIFFERENT IN 2024—The disabled veteran properties will no longer have "ZERO (0/0) valuations. Now, the value of the property (assessed and taxable values) will display on the tax bills. However, there will be a notation on the qualifying disabled veteran properties that ZERO taxes are due.

The assessing certification requires 16 hours of continuing education annually. I have begun filling my schedule to attend those classes. There is a mandatory State Tax Commission updates class that will fulfill 4 hours; and a Transfer of Ownership class that will fulfill 6 hours. I will continue to research other options and make it a point to attend sessions offering varying topics throughout the year.

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

Sally

### **Coldsprings Branch Library**

- Rebecca Wesley, Kalkaska County Library Trustee
- Millage Renewal - .25 mill, same as approved in 2008, 2014 and 2019
- Michigan Class IV Library – serves between 12,000 and 26,000 patrons
- Since 2019, last millage renewal on the ballot,
  - Began operating Kalkaska Public Schools libraries in all 5 buildings
    - Circulated 22,000 books
    - Average 25 class visits a week
  - Opened 2 permanent branch libraries, Coldsprings & Garfield Townships
    - Full range of services and materials will be in place in the course of the year
  - Library patrons grew from 4,814 to 5,939
  - Materials circulated grew from 43,979 to almost 60,000
- Any questions, please contact John Roberts, Library Director

### **Committee Reports:**

#### **(A) Sheriff's Report**

- a. Discussed May Sheriff's Report
- b. CSC Reports – Camp Tanuga
- c. Noise Ordinance Violation on East Shore
- d. Fraud Victim Education at Blue Lake Saturday, June 15 at 9:00 am
- e. Full Report can be viewed at the Clerk's Office

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

### TOWNSHIP HALL:

- o Nothing new to report.

### CEMETERY:

- o Joe worked tirelessly to manicure the cemetery and place the American flags on veterans' graves in honor of Memorial Day. It looked beautiful.

### SANDS PARK:

- o We are continuing conversations with the District 10 Health Department regarding the frequency of testing the hand pump well.
- o Three portable restrooms were placed at the park in mid-April and from our observations, they accommodated the Memorial holiday rush fine. Waste capacity in the unit bases seemed more than adequate. They are serviced weekly.
- o Joe and I attended a meeting at the park arranged by Gayenell to do a pre-grant assessment with Mark Randolph of the Kankaska Conservation District. Several great suggestions to address the shoreline erosion issues were received and Gayenell is researching further.
- o Arborist Bo Burke was recommended by the Kankaska Conservation District to evaluate our park forest. We engaged him for this service, and he will perform a detailed analysis and report explaining how we might proceed to manage our forested area, along with any oak treatment recommendations. We are in the process of scheduling his visit now that all trees are fully leafed out.
- o The playground mulch has been replaced and we have received many messages of appreciation.
- o At last month's meeting, the board agreed that I pursue quotes for the various parking lot repairs, including temporary patching of the two ramp potholes, and building the parking lot platform to relocate the portable restrooms away from the well. I wrote specs for six sites of repair and have met with two contractors who indicated interest in bidding. I am recommending we table action on this issue for a month in light of new recommendations forthcoming.
- o We have observed dirt bike/motorcycles, ORV's/side by sides, and golf carts driving on the service road that spans the park from the boat launch to the beach. That road is beginning to erode. Now that it will no longer be routinely used for vault cleaning, I recommend that the township seek quotes to have a gate installed to block this unwelcome traffic. Joe, contractors and tree companies may still need to use the road when necessary, so I believe a gate is the right solution instead of a fence.
- o Large vehicles and boats towed on trailers continue to damage the posts, grassy areas, fencing and pavement at the launch. A more robust, inside radius barrier needs to be considered to better delineate the circular roadway and parking spaces. The board may want to consider eliminating the inside wood posts and install metal posts and barricade, similar to the drain barricade installed earlier this year. I would like to pursue seeking quotes for this.
- o Joe and I recommend relocating the boat launch donation box and sign because people simply do not see it among the many other signs at the site. If the Board concurs, I recommend moving the box to the exit side of the ramp, where it would stand alone, facing vehicles as they leave. Another would be placed at the main ramp entrance and a third box at the pavilion.
- o While working at the park, we continue to hear numerous complaints about people allowing their unsupervised dogs roaming free at all times of the day at the park. When Joe or I see a patron walking their dog on a leash, we always make an effort to thank them, and that's when we hear much of this feedback about other roaming dogs approaching and sometimes frightening them as well.

### OTHER:

- o 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 downed tree limbs that are blocking the drain outflow at the water's edge. I developed specs and met with three companies for a consultation and quote. The ground at this road end is extremely wet and the contractor's expressed reluctance and concern that their equipment may cause damage near the lakeshore vicinity of

the project. The actual work may need to wait a few weeks for the ground to dry out. This item is recommended for action at this meeting.

o This spring, an erosion issue developed at the little Twin Lake boat launch. An 8-10” deep trench went directly down to the lake and could have caused damage to axles or trailers. Joe suggested purchasing some Afton stone and then repaired it perfectly before Memorial weekend.

o We took watercraft ramp usage counts off the cameras at the Sands boat launch on Saturday and Sunday, May 25 and 26, from dawn to dusk. On Saturday, approximately 84 watercrafts used the ramp. On Sunday, approximately 65 used the ramp site. The park beach area, pavilion and playground were also heavily used. We are pleased that Sands Park offers so much recreational value to our community. Thank you to everyone that supports our park.

**(C) Fireboard:**

**COLDSPRINGS- EXCELSIOR FIRE & RESCUE  
MINUTES  
June 5, 2024**

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

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

**Agenda:** Motion by Wallace, 2<sup>nd</sup> by Gentelia to approve agenda as presented. All ayes, motion carried.

**Minutes:** Minutes of the May 1, 2024. Motion Moses, 2<sup>nd</sup> by Paternoster to approve. All ayes, motion carried.

**Old business:** \*Cadet Program- Kalkaska School has not responded.

**Run Report for May:** Fire-11, Medical-28. Frederic Runs: Grayling-3, Kalkaska Memorial-14, Munson 9, Cancelled-1, Refusal 10, DOA-1, Other-0

**Chief’s Report:** \*New flooring is finished. \* Generator should be installed by the end of June. \* June 24<sup>th</sup> @ 7 p.m. Northflight-Aero Med will be holding Landing Zone training.

**Bills and Wages:** Motion by Gentelia, 2<sup>nd</sup> by Moses to pay bills and wages for June with the addition of \$3,636 to Jarrod’s Carpet, for an amount of \$13,575.31. Roll call: Gentelia-yes, Moses-yes, Groner-yes, Paternoster-yes, Wallace-yes. Motion carried. Check #s 10798-10816 were used for payment. Michigan Class- Motion by Wallace, 2<sup>nd</sup> by Gentelia for Moses to move \$500,000 from F.A.F.C.U. Equipment account, \$30,000 from Ordinance Account, & \$100,000 from Corporate Savings to Michigan Class matching accounts. Roll: Wallace-yes, Gentelia-yes, Paternoster-yes, Groner-yes, Moses-yes. Motion carried.

**New Business:** None

**Public comment:** None

Upon proper motion, meeting adjourned at 5:58 p.m.

Annie Wallace, Clerk

**(D) Road Commission:**

**Road Committee Report  
Coldsprings Township Board Meeting  
June 10, 2024**

The last meeting of the Kalkaska County Road Commission board was held on Wednesday, May 15,

2024.

1. Bids were awarded for KCRC's 2024 road projects. There are many Chip & Seal projects that were awarded but the contractor cannot complete them until Spring 2025. This is a state-wide issue.
2. Sunset Trail - 2.12 miles of Chip & Seal, wedging and shoulder work using Afton stone. See attached revised Opinion of Probable Cost. Total estimated cost is \$257,724, and our portion is \$206,179. The shoulder work can be done by KCRC this summer. But the skip wedge (asphalt overlay in certain spots) and Chip & Seal will be completed in Spring 2025. I recommend we accept the KCRC's estimate and move forward. Gayenell is reviewing possible Davis Bacon Act issue if we use our remaining ARPA funds as we had planned.

East Shore Drive - On May 25, 2024, I did a presentation to about 60 members of the Manistee Lake Association regarding the reconstruction of East Shore Drive. See attached handout at the meeting. I have two volunteers to be on a committee to help me with this project. Also spoke or emailed with several residents after the meeting.

Other issues

1. As requested by residents of East Shore Drive, we are looking into "radar speed limit signs". I previously researched this a couple years ago and discussed it with the board. I spoke with John Rogers a couple weeks ago, and he referred me to Clearwater Township who just last week installed 4 radar speed limit signs. I spoke with the trustee who did the research and he sent me all of their information. Clearwater Township paid about \$3,300 per sign, whereas our previous cost estimates were closer to \$4,500 per sign. Clearwater used their Metro Funds to pay for the signs. A resident and I will visit Clearwater's signs to see if they would work for us and I will report back to the board.
2. A resident of Shore Road has requested a permanent sign to indicate where the Sands Park boat launch is located. She said people mistakenly turn on Shore Road with their boat trailers and then end up turning around in her driveway. Currently, there is a small sandwich board sign that Carol placed at the corner of Shore Road/Sands Park Drive. Apparently, we had this sign made several years ago for this specific issue. Do we want to have a permanent sign installed? I have the KCRC form to request it.

Rick Delaney  
Coldsprings Township Trustee

#### **(E) County Commissioner**

- a. Planning Commission – Exploring what county is doing with Planning Commission
- b. Millage Community Forums
  - i. Tuesday, June 18, 6:00 PM
  - ii. Saturday, June 22, 10 AM
  - iii. Tuesday, June 25, 10 AM
- c. Rugg Pond Community Information Session
  - i. Well attended
  - ii. 2-year project
- d. Kaliseum work complete
- e. Bob Baldwin is running for re-election

#### **(F) Sheriff Department:**

- a. Discussed May 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

**(G) Hospital**

- Hospital continues to do its due diligence on becoming a 501c3 hospital vs. Act 47
- Community Forums are upcoming
- Strongly recommend everyone attend at least 1 forum
- Resolution 2024 - 003 - Resolution to Proceed with Investigation and Due Diligence was adopted
- Articles of Incorporation and By-Laws will be drafted and brought to the Board for consideration

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

- a. Spring work on Manistee Lake
  - i. Milfoil Survey is scheduled
- b. MLIB Meeting scheduled for Tuesday, June 25
  - i. Milfoil Report should be complete
  - ii. Will determine whether or not treatment is needed

**Treasurers Report:**

General Fund: 535,556.54  
 Tax Account: 950.30  
 Road Millage: 19,994.05  
 Cash on Hand: 200.00

Michigan CLASS

All Accounts: 1,005,627.75  
 Corporate: 289,064.75  
 Road Millage: 104,729.96  
 Building Fund: 66,045.04  
 Improvement: 472,836.02  
 Metro: 44,665.62  
 LCSA: 28,285.61

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) Review and Consider Approval of Road End Bids**

- a. Received 3 bids
  - i. Busy beaver Wood Services - \$1,700
  - ii. Helsel's Tree Service - \$3,000
  - iii. PD Services - \$3,187.00
- b. Motion by Gentelia, second by Hoffman, to accept bid from Busy Beaver Wood Services in the amount of \$1,700. A roll call vote was taken: Ayes – Delaney, Hoffman, Phillips, Gentelia; Nays – None; Abstained – Moses; Absent – None. Motion Carried

**(B) Review and Consider Approval of Website Proposal**

- a. Delaney and Gentelia met with 2 providers for demos
  - i. Civic Clarity - \$1,185
    1. More of a standard template website
    2. Quicker to be up and running
    3. Recurring Fees would be \$385 – Year Two and \$450 for Year Three +
  - ii. Schumaker Technology Group - \$1,950 - \$3,250
    1. Fully customized website
    2. Setup and Design Cost based on package selection
    3. Longer setup time due to customization
- b. Motion by Moses, second by Hoffman, to accept Civic Clarity proposal in the amount of \$1,185. A roll call vote was taken: Ayes –Gentelia, Hoffman, Phillips, Delaney, Moses; Nays – None; Absent – None. Motion Carried

**(C) Consider Approval of Sunset Trails Road Estimate**

- a. We've talked about this road for a couple of year
- b. All work will be done by KCRC for \$257,724.32
- c. 80% township, 20% KCRC
- d. May use ARPA funds if allowed
- e. Motion by Delaney, second by Phillips, to accept Kalkaska County Road Commissions proposal of \$257,724.32 for Sunset Trails Road shoulder repair. A roll call vote was taken: Ayes – Hoffman, Phillips, Delaney, Moses, Gentelia; Nays – None; Absent – None. Motion Carried.

**Approval of Bills:**

- A Motion by Delaney, second by Hoffman, to approve \$56,526.78 to pay June 2024 bills. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney, Moses; Nays – None; Absent – None. Motion Carried.

**Public Comment: Started at – 7:20 PM**

**Adjournment:**

**Motion** to adjourn at 7:25 p.m. by Gentelia, **second** by Phillips. All Aye, Motion Carried.

Next meeting Monday, July 8, 2024 at 5:00 PM

Gayenell Gentelia, Clerk, Coldsprings Township