

**APPROVED MINUTES  
COLDSPRINGS TOWNSHIP  
REGULAR BOARD MEETING MINUTES  
COLDSPRINGS TOWNSHIP HALL-COUNTY ROAD 571  
MONDAY, JULY 8, 2024 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, Clerk Gentelia, Trustee Phillips, Trustee Delaney. Treasurer Moses was absent. Twenty (20) members of the public were present, including Deputy Farrier from the Kalkaska County Sheriff's Office.

**Adoption of the Agenda:** Add under Correspondence (C) Kalkaska MTA and (D) Chen Tuller. Under New Business (H) Consider Approval of Fire Protection Contract with Rapid River Township, (H) Consider Credit Card Contract, (I) Consider Hiring Patrick Eavey for Parks & Maintenance. **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 June 10, 2024 Regular Board Meeting:** **Motion** by Delaney, **second** by Phillips, to approve the minutes from June 20, 2024 Regular Board Meeting as presented. All Ayes, Motion Carried.

**Correspondence:**

(A) DTE Gas Company

(B) Kalkaska Conservation District Grant

(C) Kalkaska MTA Request

- a. A letter was sent from the Kalkaska MTA requesting Township agree to partner with other townships to hire a lawyer regarding Kalkaska Memorial Health Center Act 47 transition to 501©3 Not-for-Profit
- b. Discussion, but purpose was unclear
- c. Township will not take any action on this matter

(D) Chen Thuller

**Assessors Report:**

---

**Memorandum**

July 6, 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-July-2024

---

The July Board of Review meets to correct clerical errors and mutual mistakes of fact as outlined in the General Property Tax Act (Michigan Compiled Laws Section 211.53b). The 2024 “JBOR” will meet on Tuesday July 16 at 3:00 at the Coldsprings Township Hall.

There is a pending development under way. It is a Planned Unit Development being referred to as the Manistee Ridge Development. The owner is John Lenoir and the development is being proposed in Section 35 @ Ford Road. The project will necessitate a private road and the township needs to consider who will be reviewing the engineered road plans for compliance.

Currently, TAG Towers is in negotiations with a Coldsprings Property owner to erect a 310 foot cellular tower in Section 24 (PIN# 40-005-024-001-03). This will comprise a 55 year lease with Verizon anticipated to be the initial anchor tenant.

Some legislation that I am currently monitoring:

SB (Senate Bill) 47: Farmland—Allows relinquishment of portion of farmland from agreement or easement to make boundaries more regular.

SBs 95-96, 454-455 & HBs 4894- 4895: Disabled veterans’ property tax reimbursement—Provides a mechanism for the state to reimburse local units of government for the property tax exemption available to veterans classified as 100% disabled and their surviving spouses.

SB 150: Michigan Tax Tribunal— Expands methods for tax tribunal to hold small claims hearings to include telephonically or by videoconferencing

SB 480: Land division—Modifies the number of parcels resulting from land division.

HB (House Bill) 4572: Property tax assessments—Exempts transfer of ownership of certain real property to certain individuals from uncapping of taxable value upon transfer.

HB 5438: Short-term rental— Creates the short-term rental regulation act that retains local zoning authority, imposes an excise tax to be distributed to municipalities and creates a statewide registry

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

## Sally

### (A) Discussion on Private Road Application – Manistee Ridge

- a. Received application from Manistee Ridge
- b. Township needs to have an engineer review site plan

### (B) Consider Seeking an Engineer of Record for the Township

- a. Clerk request we hire Gosling Czubak to review the site plans
- b. Discussion on obtaining bids
- c. Assessor states Gosling Czubak is very competent
- d. Motion by Hoffman, second by Phillips to request bids from list of engineers used by Kalkaska County Road Commission to review private road site plan. A voice vote was taken, All Ayes.  
Motion Carried

## Coldsprings Branch Library – No Report

### Committee Reports:

#### (A) Planning & Maintenance:

TOWNSHIP HALL:

o There appears to be a malfunction with a recently-installed garage door opener. Maintenance staff and the Clerk are working with the contractor to identify a solution.

#### CEMETERY:

o Maintenance continues, and we thank Jose' for his hard work maintaining the beautiful cemetery grounds.

#### SANDS PARK:

o We have learned that the GFL waste totes are being used by individuals for personal household trash disposal. The township deputy recently identified an individual caught on camera. The totes have been relocated away from the parking areas, and placed within camera views. Our deputy recommends that the Sands Park ordinance be modified to prohibit this activity and allow for fines and penalties, and also that no dumping signs be posted.

o A swim buoy broke away from its worn out tether rope and a Good Samaritan intercepted it and returned it to the park. Jose', another park patron, and a volunteer with a pontoon boat were able to wrangle the buoy back into its proper position with new connectors and chain. The other two buoy tethers need to be rebuilt soon to avoid this issue in the future.

o Arborist Bo Burke was engaged to perform an analysis to show how we might better manage our forested area, along with any oak treatment recommendations. He has been in contact with Eric Helsel to collect the samples for testing very soon. In the interim, Jose' and I continue to monitor, photograph and document several trees identified by Bo Burke as possibly infected.

o I have learned that IN ADDITION TO the new quarterly testing required by the District 10 Health Department, we must also perform special seasonal startup procedures and sampling of the well every year. These Start-up procedures may be completed by the water supply owner, or someone qualified to work on water supply systems, such as a Michigan registered water well contractor, licensed plumber, or a water supply certified operator. This very cumbersome special testing and certification procedure is beyond the scope of my skill sets. I have contacted Living Water Well Service, and will ask them to consult and advise on options the Board may want to consider in continuing to manage this well. It has become very burdensome and costly to staff and taxpayers, and offers very little benefit. Lowell Shaller consulted with this company previously and recommended that I contact them again. Additionally, it is already time to do the next quarterly sample testing, which I will try to take care of it in the next few days. One more test will be required in October. I welcome the Board's overall thoughts on this subject.

o During the rainstorm event on June 23, Jose' and I did separate field inspections during the heavy downpours at the north end of the Park. Large volumes of stormwater discharge from both sides of Sands Park Drive NE directly into the north parking area, significantly contributing to our beach and hillside erosion. If you have not done so in the past couple of weeks, I am asking each board member to go look at the condition of the beach with me as soon as possible.

o At last month's meeting at my request, the board postponed reviewing quotes for asphalt parking lot repairs. I wrote specifications for six areas of repair and conducted site visits with three contractors. The scope of the project has since been reduced to four areas. We have received quotes from two contractors, proposed to be considered for award at this month's meeting.

o The boat ramp continues to have extremely heavy use. Boats and vehicles are getting much larger and heavier. There appears to be significant damage, rebar exposure, and degradation to the concrete underwater ramp structure itself. This will be a considerable repair cost to the township, but hopefully we can pursue grant funding to help pay for this project. This needs to be professionally evaluated and a decision made in the near future, to avoid the need to possibly close down the ramp long-term due to the progressive damage. The DNR has a grant program through the Waterways fund to help local governments repair ramp infrastructures. Applications are due by April 1 for applying for next year. There are several ways to meet the match requirement. Here is the link.

<https://www.michigan.gov/dnr/buy-andapply/grants/rec/waterways>.

o We had significant illegal fireworks activity on the Boat launch July 4, and also some on the beach. Individuals are also again cutting the tops out of the small maple trees near the north property line along the lake, and parking a fishing boat on shoreline park property. The township may want to consider extending the property line fence, if allowed. All are ordinance violations being referred to law enforcement.

#### OTHER:

o Busy Beaver Wood Service successfully completed the East Shore Road end #3 cleanup project which included dead tree removal, overgrown brush trimming, and removal of a large accumulation of downed tree limbs blocking the drain outflow at the water's edge. Topsoil, seed and straw were distributed, and staff agreed the work was done as specified. The "No Dumping" signs were posted at all road ends so enforcement action can now be taken against future violators dumping yard waste and debris.

- o We received a complaint that an East Shore Road End needed to be mowed. Jose' had been avoiding mowing that road end due to recent heavy rains and the ground being saturated. We visited with and explained to the complainant at the site, and he agreed, that the ground was just too wet to be mowed. Jose' assured the him that he will keep checking the property and will mow once it gets sufficiently dried out.
- o On June 26, 2024, we collected exactly \$100 from the donation box at the boat launch. Thank you to our patrons !

Carol Phillips, Maintenance Trustee

**(B) Fireboard:**

- a. Discussed Frederic EMS, Coldsprings is only township in Kalkaska County utilizing Frederic
- b. Three new applicants, one is a certified firefighter moving into township, two trained
- c. Backup generator still needs to be installed

**(C) Road Commission:**

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

The last meeting of the Kalkaska County Road Commission board was held on Wednesday, June 12, 2024. The next meeting will be Wednesday, July 17, 2024.

- 1. I gave a "sign request" form to the KCRC to help direct traffic to the Sands Park boat launch, instead of using Shore Road. We have a small temporary sign there now but are requesting it be replaced with a larger permanent sign to be installed by the KCRC.
- 2. Sunset Trail - 2.12 miles of Chip & Seal, wedging and shoulder work using Afton stone. Informed John Rogers that our Board has approved this work and to send the contract to Gayenell. Gayenell is reviewing possible Davis Bacon Act issue if we use our remaining ARPA funds as we had planned.
- 3. East Shore Drive – Have spoken or emailed with several residents and all seem to be in favor of a potential Special Assessment District to assist with financing of the repairs. I will need Sally to fine-tune exactly what properties are in the SAD. I also need contact information for our attorneys to discuss bonding of the project.

**Old business**

- 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 on May 22nd, 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. Clearwater is saving the data collected by the signs to see how much of a difference the radar signs make and will forward a recap to me.

Rick Delaney  
Coldsprings Township Trustee

**(D) Sheriff Department:**

- a. Review of Sheriff's Report
- b. Issues with Fireworks at Sands Park
- c. New Hire, Deputy Matt Kniss
- d. Sheriff's Report is available in the Clerk's office

**(E) County Commissioner**

- a. August 6, 2024 Primary Election
  - i. 5 County wide proposals
    - 1. 4 Millage Renewals
      - a. Kalkaska Conservation District
      - b. Kalkaska County Library
      - c. Kalkaska County Road Commission
      - d. Kaliseum
    - 2. 1 New Millage Request
      - a. 911 Millage Proposal
      - b. .6 Mill
      - c. Finance and Maintain 911 Services for 10 years
  - ii. 3 Community
- b. Rugg Pond
  - i. Public Information Session
    - 1. Over 70 people attended
    - 2. Process of reviewing all data
  - ii. 3 Options
    - 1. Fix it
    - 2. Fis & Dredge
    - 3. Remove the dam
- c. Bob Baldwin running for re-election

**(F) Hospital**

**Talking Points from KMHC Board Meeting 6/25/24**

- Moments of Excellence:
  - Mr. Kevin Rogols, CEO, thanked everyone for a fantastic Strawberry Social that was held on June 9<sup>th</sup>. Despite less than desirable weather, the turnout was great, with delicious food and fun. Huge thank you to the KMHC Dietary Team and all the KMHC staff, Board Members, and family members that helped make it another wonderful annual event.
  - Mr. Jeremy Cannon, Chief Nursing Officer, informed the Board that one of the Goals for FY 2024 has been to increase the orthopedic presence on the KMHC campus. This goal has been very successfully met for the year and are very excited for what is still to come.
    - Year to date the orthopedic surgeons have completed several total shoulder procedures at KMHC.
    - Last week a total knee procedure was performed at KMHC and plan to perform the first total hip procedure on June 28<sup>th</sup>.
    - Currently there are three orthopedic surgeons performing procedures here at KMHC: Dr. Reineck, Dr. Freeman, and Dr. Boyce. KMHC will also soon be adding Dr. Peters to the list of orthopedic surgeons performing procedures on campus.
    - The investment in staff, equipment, and infrastructure has enabled KMHC the ability to perform more complex, high-quality procedures closer to home.
- Medical Staff Report:
  - Dr. Jeremy Holmes added to Mr. Cannon's moment of excellence the importance of KMHC being able to do more complex procedures in the operating room and being able to take care of the patients post-operatively. This enables patients have their care much closer to home with better support systems in place for easier recovery.

- The specialists that come to KMHC are requesting and committing to spend more time at KMHC. For example, Dr. Milliken has recently increased from one day a week to two days a week.
  - Dr. Kayleigh White, internal medicine physician, will be starting at KMA after July 4<sup>th</sup>. Dr. Eden Elfrink, family medicine physician, will be starting at KMA-Mancelona Campus in October of 2024.
  - The Physician Advisory Committee, that is comprised of the KMHC Medical Directors, met for the first-time last week. Going forward this committee will be doing a majority of the credentialing process for providers as well as continuing compliance monitoring of providers with OPPE (Ongoing Professional Practice Review) and FPPE (Focused Professional Practice Review).
- Board Chair Report:
    - Mr. Klimek reported that he recently attended his first Munson Healthcare (MHC) Board Meeting. He reported it was a great learning experience and heard updates from around the region and some highlights of what is happening within the MHC community hospitals.
    - Succession Planning: Mr. Klimek shared a draft of a succession timeline and high-level recruitment process in order to prepare ahead of time for Mr. Rogols retirement.
- Committee Reports:
    - Board Quality, Safety, and Patient Experience Committee: Ms. Melanie Pauch shared that the Committee met in May and is a very important component in reviewing various safety/quality activities and processes within the hospital, but that details cannot be shared publicly as it contains protected health information. The committee has added two community members that have experiences with KMHC and there is possibility to add a third member if someone expresses interest to apply.
    - Strategic Planning Committee: Mr. Jerry Cannon provided an update to the Board from the most recent meeting and shared that an extensive review of the FY'25 Goals and Objectives was discussed among members. The Committee recommended that the FY'25 Goals and Objectives be adopted and approved as presented. This was followed by support and approval from the Board of Trustees.
    - Building Ad-Hoc Committee: Mr. Gregory Bradley shared the highlights from the recent Committee Meeting. Updates were provided on the renovation of the old ED and Acute Care Space. This space as previously shared will house expanded and more accessible space for TC Eye, the Walk-In Clinic and the new "Senior Life Solutions" outpatient geriatric psych program. Parking was also discussed; a new off lot campus across from LTC has added about 70 spaces for staff which has helped open up parking near KMA. Teen Health has been added as an agenda item for the committee as \$250,000 in grant funding will assist in the relocation of the KMHC based clinic to enable the future expansion of LTC.
    - Audit and Compliance Committee: Dr. Troy Stobert reported that the Committee had met prior to the Board Orientation Session and accepted three physician contracts/compensation plans, all of which were found to be within fair market value.
- CEO Report:
    - Mr. Andrew Raymond, CFO, reviewed details and takeaways for the upcoming fiscal year Operating Budget. Following questions, the Board approved the FY 2025 Operational Budget as presented.
    - Draft Articles of Incorporation for a Not-for-Profit:
      - Before going through the draft Articles of Incorporation, the Board was reminded that this is the second month they have had an opportunity to review the document and at the May meeting were notified several key decisions would need to be made at the June meeting.
      - Throughout the draft document, several options were highlighted that required a decision to be made, followed by a vote. The choices that had been recommended by the Strategic Planning Committee were placed in red font.
      - Extensive discussion and questions pertaining to the draft Articles of Incorporation was led by Mr. Klimek and assisted in legal counsel by Mr. Richard Wilson.
      - Following the voting of several options throughout the document, The Articles of

Incorporation for a Not-for-Profit in Whole was approved by the Board of Trustees.

□ Additional details are available in the full Board Meeting Minutes, as well as Mr. Rogols has offered presentations to all Kalkaska townships to walk through the Articles of Incorporation.

o Mr. Rogols shared that a draft of the Not-for-Profit By-Laws have been provided to Board members for review as they will be discussed at the July Board of Trustees Meeting.

o Excelsior Township Update: In the past several weeks Mr. Klimek, KMHC staff and supporters have been attending Excelsior Township meetings as Mr. Klimek was removed as the Township Representative, then a second meeting was held where he was re-appointed as the KMHC Excelsior Representative and corresponding Board Chair. (Update: As of the July 1st Township Meeting, Mr. Klimek will remain the appointed representative as well as KMHC Board of trustees Chair).

• Upcoming Events:

o No upcoming events at this time. Future Open Forum dates will be posted on the KMHC Facebook page as well as flyers around the hospital and community. Presentations regarding the Articles of Incorporation for a Not-for-Profit will be occurring at upcoming township meetings.

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

a. MLIB

i. Spring milfoil survey was completed on June 17

1. Very little in main body of lake

2. Canals at south end more significant, will treat canals

b. Dr. David Jude will be coming again this summer to do more analysis

c. Milfoil survey will be available in late August

d. Next meeting – August 26, 7:00 PM at Excelsior Township

**Treasurers Report:**

General Fund:	515,600.96
Tax Account:	951.03
Road Millage:	19,994.87
Cash on Hand:	200.00

Michigan CLASS

All Accounts:	1,010,078.52
Corporate:	290,344.32
Road Millage:	105,193.53
Building Fund:	66,337.39
Improvement:	474,929.08
Metro:	44,863.35
LCSA:	28,41.085

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

**PUBLIC INPUT ON BUSINESS ITEM (as listed on the agenda): 5:46 PM**

- Terran Franciscan
  - o Neighbor of Manistee Ridge
  - o Private Road off S-curve

- Side-by-Side Driveway
- Need to contact Road Commission regarding driveway
- Bob Williams
  - Ford Road used to be called Lakeview
  - Donated property for East Shore Drive to get to 612
  - Road is getting wider and wider
  - Property is 12 feet on the road
- Tom Holstine
  - Couple of trees fell on deck
  - Trees removed last year
  - Fire took out some trees many years ago
  - Has a picture of park before all the trees were gone

**OLD BUSINESS:**

**(A) ARPA Funds Update**

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

**(B) Blight – no update**

**NEW BUSINESS:**

**(A) Consider Advertising for Snowplowing Bids**

- a. Received request to bid for snowplowing contract when current contract expires
- b. Current contract expires this year
- c. Would like to place an ad requesting bids
- d. Clerk will place ad for bids

**(B) Consider Approval of Election Inspectors for August 6, 2024 Primary Election**

- a. Election Commission approved at Election Commission Meeting today
- b. Recommend approval
- c. Motion by Phillips, second by Delaney, to approve election inspectors for August 6, 2024 Primary Election. A roll call vote was taken: Ayes – Delaney, Gentelia, Hoffman, Phillips; Nays – None; Absent – Moses. Motion Carried

**(C) Consider Hourly Rate of Pay for Trustee Additional Work**

- a. Active Board that each are working on projects
- b. Need to compensate for additional work for projects, not just a per meeting compensation
- c. Pay rate would mirror Maintenance Pay, currently \$20/hour
- d. Motion by Hoffman, second by Gentelia, to approve an hourly rate of pay for Trustees. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney; Nays – None; Absent – Moses. Motion Carried.

**(D) Review and Consider Acceptance of Pavement Repairs at Sands Park Bids**

- a. Multiple paving/road repair projects at park
- b. 2 bids received
  - i. Molon Asphalt - \$11,837
  - ii. Jahr Contractors - \$8,160
- c. Motion by Phillips, second by Delaney, to accept lowest bid from Jahr Contractors in the amount of \$8,160, contingent on receiving proof of insurance. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney; Nays – None; Absent – Moses. Motion Carried.



**(E) Review and Consider Acceptance of Sidewalk Platform for Sands Park Beach Area Bids**

- a. There is a continuous erosion problem at the beach
- b. Temporary solution is to place a customized dock piece between the sidewalk and the beach to cover the erosion and safety of visitors
- c. 3 bids were received
  - i. LC Powersports & Marine, Lake City - \$1,295
  - ii. Schneider Fabrication, St. Johns - \$1,295
  - iii. Northshore Dock and Marine, Kewadin - \$1,218
- d. Motion by Phillips, second by Hoffman, to accept bid from Northshore Dock and Marine to manufacture customized dock section for \$1,218 and up to \$450 for delivery and installation charges. A roll call vote was taken: Ayes – Hoffman, Phillips, Delaney, Gentelia; Nays – None; Absent – Moses. Motion Carried.

**(F) Consider Deactivating Sands Park Well**

- a. Well monitoring has become rigorous
- b. Little use, if any by the public
- c. Motion by Hoffman, second by Gentelia, to deactivate Sands Park Well. A roll call vote was taken: Ayes – Phillips, Delaney, Gentelia, Hoffman; Nays – None; Absent – Moses. Motion Carried.

**(G) Consider Sending Sands Park Ordinance Amendments to Township Attorney for Review**

- a. Issues with people dumping their household trash into Sands Park trash bins
- b. Need to amend ordinance to include dumbering of any household refuse prohibited
- c. Will also amend park pavilion rental cost
- d. Would like to send to township attorneys for language
- e. Motion by Hoffman, second by Phillips, to send Sands Park Ordinance with amendments to township attorney for legal language and review. All Ayes, motion carried.

**(H) Consider Approval of Fire Protection Contract with Rapid River Township**

- a. This is an annual process to approve the contract between Coldsprings Excelsior Fire & Rescue and Rapid River Township\
- b. Nothing has changed between previous year and this year's contract
- c. Motion by Delaney, second by Gentelia, to approve the Fire Protection Contract with Rapid River Township. All Ayes, motion carried.

**(I) Consider Credit Card Contract with AllPaid**

- a. Treasurer is requesting the board approve a contract with AllPaid to begin accepting credit card payments at the township and online.
- b. Credit card fee will be passed to payer as a 3% fee for each transaction as a convenience fee
- c. Motion by Gentelia, second by Delaney, to approved contract with AllPaid for credit card processing at the township. A roll call vote was taken: Ayes – Delaney, Gentelia, Hoffman, Phillips; Nays – None; Absent – Moses. Motion Carried.

**(J) Consider Hiring Patrick Eavey for Parks & Maintenance**

- a. Jose needs additional help with parks and maintenance
- b. Patrick can also help Trustee Phillips with projects
- c. Motion by Hoffman, second by Delaney, to hire Patrick Eavey for Parks & Maintenance. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney; Nays – None; Absent – Moses. Motion Carried

**Approval of Bills:**

- A Motion by Phillips, second by Delaney, to approve \$35,802.75 to pay July 2024 bills. A roll call vote was taken: Ayes – Gentelia, Hoffman, Phillips, Delaney, Moses; Nays – None; Absent – None. Motion Carried.

**Public Comment: Started at – 6:29 PM**

- M. Coles – Newsletter is saying there is four millages on the ballot, including Refuse, can Refuse funds be used for blight. Response is no, Refuse funds must be used for garbage pick-up.
- K. Lashbrook – Question of 571 resurfacing project starting, Response is pre-construction meeting was in June, need to contact Kalkaska County Road Commission
- S. Murray – application for cell tower, potential start date, unknown

**Adjournment:**

**Motion** to adjourn at 6:40 p.m. by Gentelia, **second** by Phillips. All Aye, Motion Carried.

Next meeting Monday, August , 2024 at 5:00 PM

Gayenell Gentelia, Clerk, Coldsprings Township