

## Charlevoix Township Board Meeting

June 12, 2023

**Members Present:** Supervisor Dan Ulrich, Sandra Witherspoon, Kate Stewart, JB Hoyt and Deputy Treasurer Betty Martin. Treasurer Theda Williams was absent

**Agenda:** Adjustment of agenda order and addition website discussion. Witherspoon made the Motion, with Stewart supporting to support changes to agenda. All in favor. Motion carries unanimously. **(M33-23)**

**Approval of Minutes:** Stewart made the Motion, with Hoyt supporting, to approve the May 8, 2023 minutes as presented. All in favor. Motion carries unanimously. **(M-34-23)** Witherspoon made the Motion, with Stewart supporting, to approve the May 24, 2023 Minutes as presented. All in favor. Motion carries unanimously. **(M-35-23)**

**Charlevoix Public Library:** Ryan Deery was present to give a brief overview of the Charlevoix Public Library. Stated that they would love to have Kevin Dietrich, the current representative for Charlevoix Township, appointed for another three years. Stewart made the Motion, with Hoyt supporting, to appoint Kevin Dietrich as the Charlevoix Township Representative to the Library Board for another three years. All in favor. Motion carries unanimously. **(M-36-23)**

**Networks Northwest:** Stephanie Marchbanks was present to discuss Community Development Services. The many services that they offer were reviewed and discussed.

**Treasurer's Report:** Deputy Treasurer Betty Martin was present to give an overview of the budget. As of the end of May, the General Fund was at \$907,139.41; The Water Fund was at \$152,424.51; the Fire Department Fund was at \$254,212.61; Trust and Agency was at \$7,343.80; and the Fire Department Millage Fund was at \$212,557.73.

**Water Department:** Dan Riley was present to give an update on the Water Department. They are currently working on lead verifications. Water usage is up due to the dry weather. Discussed the PaBaShan Well Site which may be out of service for 3-4 weeks. Pump motor has been ordered. Dixon will be painting the South Tower in the Spring of 2024 with the North being done in the fall of 2024.

**Fire Department:** Chief Dan Thorp was present to give an overview of the Fire Department. Discussed a quote for \$1,900 from EPS to install two more cameras on the Fire Station for areas. Stewart made the Motion, with Hoyt supporting, to accept the proposal from EPS for two cameras and installation. All in favor. Motion carries unanimously. **(M-37-23)** Discussed the hard water in the Fire Department. The cost for a commercial water softener is about \$4,200. Will review the matter further at a future meeting.

**EMS report:** Kate Stewart gave an update on EMS. They have the new ambulance in place.

**Recreation Department:** Dan Ulrich gave an overview of the Township Recreation Department. Andrew Glass will be working for the Township for the summer. Multiple baseball tournaments and a soccer camp has been scheduled and the pavilion has many reservations. Picnic tables, benches and waste receptacles from the County grant are coming in. Tractor came in today. Pickleball and Tennis is going well.

**Public Comments:** Roger Nesburg, Dick and Sheila Bogart spoke regarding concerns they have at the Elks Club. Loud music and a campground located in the back of the building. They have asked the Board to look into the matter further.

## OLD BUSINESS:

**Resolution 23-006 – Annexation of County Property:** Reviewed and discussed the Resolution and survey of the property. Stewart made the Motion with Hoyt supporting, to approve the Resolution 23-006 as presented with survey. All in favor. Motion carries unanimously. **(M-38-23)**

**Resolution 23-007 – proposed fee increases for the Water Department.** The matter was reviewed and discussed. Hoyt made the Motion, with Stewart supporting, to approve Resolution 23-007, including the revised proposal two, to commence July 15, 2023. Hoyt strongly encourages the board to assess the situation in four years. All in favor. Motion carries unanimously. **(M-39-23)**

**Website:** Hoyt gave an overview of the website status. He is looking for feedback by Wednesday.

## NEW BUSINESS:

**Employee Health Benefits:** Discussed information received from Williams & Company. Witherspoon made the Motion, with Stewart supporting, to approve the renewal plan as proposed. All in Favor. Motion Carries unanimously. **(M-40-23)**

**Charlevoix Township Budget Meeting:** Discussed dates for budget meeting. It was decided that the Budget Meeting will be held on Wednesday, June 28, 2023 at 9:30am. Would like to have an updated fee schedule to discuss as well.

**Update from Township Supervisor:** None

**Correspondence:** None

**Authorization to pay the bills.** Hoyt made the Motion, with Stewart supporting, to authorize the payment of the bills. All in favor. Motion carries unanimously. **(M-41-23)**

PUBLIC COMMENT: None.

Meeting adjourned at 8:44pm  
Respectfully submitted,  
Mindy Joy, recording secretary