

Charlevoix Township Board Meeting

November 10, 2025

7:00pm

The Charlevoix Township Board Meeting was called to order by Supervisor Ulrich with Board Members Williams, Jarema, Hoyt and Stewart present.

Agenda: It was requested by Hoyt to add Charlevoix Trail Team as an item under new business. Stewart made the Motion, with Jarema supporting, to approve the agenda with the suggested addition. All in favor. Motion carried. **(M95-25)**

Minutes: Williams made the Motion, with Stewart supporting, to approve the October 13, 2025 minutes as presented (with corrections mentioned already included). All in favor. Motion carried. **(M-96-25)**

Treasurer's Report: Williams was present to give an update on the accounts. At the end of October, the general fund was at \$67,076.69; the Water Fund was at \$126,647.47; The Fire Department was at \$476,527.53; Trust and Agency \$3008.22; and the Fire Station Millage Fund was at \$267,103.63. The Budget was discussed.

Water Department: Collins was present to give an overview of the Water Department. The South Side Well #3 is up and running. The Southside generator is up and running in manual mode. A part is needed to finish it up. Working on winter preparation. Completed a week of leaf pick up and will continue to work on them time and weather permitting. A job posting has been listed for a water operator. There were some water issues that are being worked on.

Fire Department: Christianson was present to give an update on the Fire Department. The report was reviewed and discussed.

Recreation Department: Klinger was present to give an overview of the recreation department. Getting the campus and equipment ready for winter.

EMS: Ulrich was present to give an update of LCEMS. His report was reviewed and discussed.

Zoning Administrator: John Ferguson's report was reviewed and discussed. Hoyt gave an update on the Planning Commission.

Public Comment: None

Northern Lakes Economic Alliance: Peyton Heins and Jessica Lovay was present to give an overview of the Northern Lakes Economic Alliance and the services they offer. Jarema made the Motion, with Stewart supporting, to table the matter until the next meeting. All in favor. Motion carried. **(M 97-25)**

OLD BUSINESS:

Naming of Colorado Club Drive: Emily Selph, Director of the Charlevoix County Equalization Department, was present to discuss reasons for a name of the road. The resolution was read. Ulrich made the Motion, with Stewart supporting to accept Resolution 25-13 which names the road Colorado Club Drive. A Roll call vote was taken and all were in favor. Motion passed.

(M98-25)

Reapproval of Zoning District Changes to meeting Publishing Requirements: Discussed the reasons for the need for reapproval. Hoyt made the Motion, with Williams supporting, to reapprove rezone 25.3, the Irish Boat Shop parcel, from PRD to Marine Industrial. All in favor. Motion carried **(M99-25)** Hoyt made the Motion, with Stewart supporting to reapprove rezone 25.4, the 6238 Ferry Road property, from Industrial to Marine Industrial. All in favor. Motion carried. **(M100-25)** Hoyt made the Motion, with Williams supporting, to reapprove rezone 25.5, the 14132 West Garfield/Timms property from R-1 to R-2. All in favor. Motion **(M101-25)**

Update of Worker's Compensation Audit and Payment: Discussed reason for increase in amounts owed was due to increased payroll.

NEW BUSINESS:

Radar Speed Indicator Signs: The matter was tabled to a future meeting when David Bean is available. Ulrich made the Motion, with Jarema supporting, to table the matter. Motion carried. Williams, Jarema, Ulrich and Stewart supported the Motion; Hoyt against. **(M102-25)**

RDI Property Rezoning Approval: Discussed rezoning status of the RDI property.

Review and Approval of Charlevoix Township Hiring Policy: The proposed Hiring Policy was reviewed and discussed. The matter will be tabled to the next meeting. Hoyt made the Motion, with Ulrich supporting, to table the matter to a future meeting. All in favor. Motion carried. **(M103-25)**

Amendment of Fire Department Budget: The Fire Department Budget was reviewed and discussed. Williams made the Motion, with Stewart supporting, to approve the adding of a line item for donation expenditures. All in favor. Motion carried. **(M104-25)**

Fire Department Operational Millage Discussion. Discussed long term funding for the Fire Department. Discussed millage options, Township contracts, and the need to keep costs similar to surrounding townships.

Long Term Budgetary Planning: Hoyt was present to give a presentation on fiscal sustainability and discuss the need for a hard look at all three budgets for next five years; develop underling

goals and objectives for the Township; and assess shortfalls. Recommend having a board budget workshop, which was then scheduled for November 24, 2025 at 5:00pm.

Charlevoix Trails Team: A group has been formed to discuss local trails. Hoyt is hoping to represent the Township at the meetings. Williams made the Motion, with Stewart supporting, to appoint Hoyt as the Township representative on the Charlevoix Trails Team. All in favor. Motion carried. **(M105-25)**

Update from Township Supervisor: Memo of Understanding with City for Firetruck Purchase. The matter has discussed. An update will be given when more information is available.

Correspondence: Mindell Letter/Boulder Park Residents Concerns with tourist intrusions with Mushroom houses. A meeting has been scheduled in December with the Township, interested parties and the City.

Authorization to Pay Bills: Stewart made the Motion, with Hoyt supporting, to approve payment of the bills. All in favor. Motion carried. **(M106-25)**

Adjournment: Stewart made the Motion, with Jarema supporting, to adjourn the meeting. All in favor. Motion carried. **(M107-25)**

Public Comments: None

Adjourned at 9:35pm

Respectfully submitted,

Mindy Joy, Recording secretary