

**Bear Creek Township Board Meeting**  
**January 6, 2021- ZOOM Meeting**

- I. Called to order at 7:00 p.m.
- II. **Roll Call**
  - a. Kendziorski reminded the board that due to the new guidelines, each board member will need to state where they are participating from (by township and state).
  - b. Keiser- (Bear Creek Township, Michigan), Golding- (Bear Creek Township, Michigan), Hoffman- (Bear Creek Township, MI), Urman- (Bear Creek Township, MI), Kendziorski- (Bear Creek Township, MI)
  - c. Others Present: Al Welsheimer, Mitch Brown, Jim Kargol, William Shorter
- III. **Pledge of Allegiance**
- IV. **Approval of Minutes**
  - a. Minutes from one meeting: Regular BCT Board Meeting on December 2, 2020.
  - b. Keiser noted that the township sewer bills for last month were actually \$90,055.06, and the minutes will need to be revised to reflect that.
    - i. **Motion** by Golding to approve the minutes as revised. 2<sup>nd</sup> by Hoffman. **Passed**
- V. **Request from the Floor/Discussion**
- VI. **Approval of the Agenda**
  - a. Keiser would like to discuss a budget workshop date in new business.
    - i. **Motion** by Hoffman to approve the agenda as amended. 2<sup>nd</sup> by Urman. **Passed**
- VII. **Unfinished Business**
  - a. **Roads- Paser Ratings**
    - i. Keiser shared the Paser road rating list provided by the Emmet County Road Commission. These are road projects recommended for 2021-22. Most of the roads in Bear Creek Township are rated 7-10, which is a good condition road. There are three roads that they road commission is recommending a rebuild of in 2021. The Road Commission is recommending \$800,000 worth of repairs this year (because we did not repair Country Club Rd last year). Keiser shared that the road commission meeting with Bear Creek Township is on Jan 25, 2021. He also shared that we have received \$15,491 as our allocated funds for this year that we can apply to our roads.
  - b. **Library Report**
    - i. There was no library meeting in December.
  - c. **US 31 Corridor Study**
    - i. Keiser shared that there is no update at this time.
  - d. **Click Road Property**
    - i. Keiser noted that we are waiting for the survey to be complete. The section lines have been marked and we need to complete some paperwork with the Fosters to clarify as to where the stakes will go. When we are in agreement, the survey can start, and then we can close on the property.
    - ii. Urman asked if we have an idea as to where the fire hall building will go, as well as the parking lot. Will there be enough room for a turn radius for the trucks?
      1. Keiser explained that there is a vague concept, but we will start working on the site plan once we close on the property. There is enough room for the turn radius for the trucks. We have five acres.
  - e. **Security Cameras**
    - i. Keiser reported there is no update.
    - ii. Kendziorski noted that she will confirm with Common Angle that the quote we have is still valid, before we put it in this year's budget.
  - f. **Liquor License Request**
    - i. Keiser noted that the Fieldhouse has been closed due to COVID. Keiser met with Kyle, and explained that he is considering withdrawing the application and applying under a different section of the law.
  - g. **Employee Meeting Date**
    - i. Keiser explained that as the rule stands, we will be able to meet in person again after January 15, 2021 (unless this changes again due to COVID-19). He would like to schedule an in-person employee meeting during the week of January 18<sup>th</sup> if everyone feels comfortable. The Board decided to meet on January 19<sup>th</sup>, 2021 at 3:30pm and to hold a budget meeting on January 20<sup>th</sup>, 2021 at 3:30pm.
  - h. **COVID-19 Update**
    - i. Keiser noted that there will be updated rules which start January 15<sup>th</sup>, 2021. At this time, Connie, Emma and Lizzy have each been working remotely one day a week, which has been working well. They have access to their email, phone messages and documents from home.
  - i. **Flight Aerial**
    - i. Keiser shared an estimate from the county to have our township maps updated to a 6-pixel format. Every five years, the county updates these images. This is very helpful for accessing and Keiser uses it often. In the past, the tribe has helped fund this, but they are unable to this year. Instead, all the townships will be pitching in, for a total cost of around \$26,000.

This cost was broken down by square mile for each of the townships. The Bear Creek Township cost would not exceed \$4,900 and it would not be due until after April 1, 2021, as it would be an item in next year's budget.

- ii. **Motion** by Kendziorski to approve the cost of the flight aerial up to the amount of \$4,900, to come from the 2021-2022 township budget. 2<sup>nd</sup> by Golding. **Passed**
- j. **Blight**
  - i. Keiser explained that Joe Villemure would like to amend our blight ordinance regarding blighted/junk cars. Currently, cars can be parked in your yard for up to a year with no license plate/ expired license before it becomes enforceable. Villemure would like to change this to 6 months. If the board agrees to this, Keiser can work with Joel to make that amendment.
  - ii. Hoffman asked if the year starts when Villemure is called to open a case. He noted that a car could sit there for years before a case is even opened.
  - iii. Keiser remarked that the license plate is researched- the time starts whenever the license plate expired last. He noted that a car could be sitting there licensed as well for quite some time.
  - iv. Urman agreed to move towards 6 months, rather than a year. The Board agreed to work on language for an amendment.

## VIII. New Business

### a. River Road Property

- i. Keiser shared that the Parks and Recreation Committee has been entertaining the idea of the city establishing a dog park on the Click Rd property. This was first looked at a few years ago. This would be a commitment of land from Bear Creek, with no financial commitment. Last month, the recreation committee looked at conceptual plans for a dog park on the Click Rd property. However, they decided that it would be advantageous to consider the River Rd property, which is directly next to the city soccer fields. The park would sit on township land but would tie into other nearby recreational property. As the city paid for the conceptual drawings for the Click Rd concept, Keiser suggested that the township pays for conceptual drawings for the River Rd concept. Keiser noted that it would be cheaper to build on River Rd as there is already infrastructure there. Additionally, this helps with people parking along River Rd during the weekends.
- ii. Urman agrees that this is a better place for a dog park, and the infrastructure is already there. Additionally, this would alleviate the traffic concerns as well during tournament time.
- iii. Hoffman asked if this would still use the same amount of land- 7 acres? Additionally, is the land dry enough?
  - 1. Keiser noted that our township owns four parcels for a total of 54 acres. That first piece is about 10 acres (and it does not come up to the river on that 10 acres). If the soccer parking lot were to be expanded, it would take closer to 10 rather than 7 acres. There is some dryness and some area that is mushy.
- iv. Kendziorski agrees that this is a better fit than the Click Rd parcel.
- v. **Motion** by Urman to pay \$2,500 to Beckett and Rader for conceptual drawings for the River Rd parcel. 2<sup>nd</sup> by Golding. **Passed**
- vi. Hoffman suggested having an agreement where it is a 30-year commitment.

### b. Culver's Driveway

- i. Keiser shared that Culver's would like to redesign their driveway in the spring and repave their parking lot. The redesign would be to lower the entrance drive by about 6 inches so that if there would be flooding, the water would run into the highway storm sewer system instead of flooding their building. This area has had many flooding events over the past few years (mostly because of additional development in the area). Keiser explained that they are asking us for a letter of support for their MDOT permit. There would be no more or less water on the highway if they did this plan.
- ii. **Motion** by Golding to send a letter of support to MDOT regarding Culver's driveway permit. 2<sup>nd</sup> by Hoffman. **Passed**

### c. Poverty Guidelines 2021

- i. Keiser noted that every year, the township board has to adopt the federal poverty guidelines to use for assessing purposes. This year, we have two property owners that qualify, and Keiser expects that there may be more for 2021, as people have been out of work.
- ii. **Motion** by Golding to adopt the 2021 federal poverty guidelines. 2<sup>nd</sup> by Kendziorski. **Passed**

### d. Budget Amendment

- i. Keiser shared the proposed budget amendments for the remainder of the year. The first budget amendment will be for \$10,000 for the secretary budget. This is to cover the time that we paid both Lizzy and Sally from May-October, while Lizzy was learning Sally's position. Overall, this transition is going well, and Sally is coming in to help Lizzy and Emma on occasion. The second budget amendment is \$1,800 for the deputy clerk budget. The last budget amendment is \$100 for the liquor budget.
  - 1. **Motion** by Golding to amend the secretary budget by \$10,000, the deputy clerk budget by \$1,800 and the liquor budget by \$100. 2<sup>nd</sup> by Kendziorski. **Passed**

### e. Crooked River Lock Consortium

- i. Keiser shared the history behind this agenda item. Originally, the Army Corp of Engineers maintained the lake and the locks. In 2010, the locks were shut down for a few weeks due to cutbacks. At this point, Emmet County decided to operate the locks, with the Corp doing the maintenance of the locks. The Consortium was established between the county and units of government which bordered the lake, as well as the Pickerel Crooked Lake Association. The Consortium met a few times in 2010-11 and has not met since. A few weeks ago, Keiser received a call to bring the consortium back together to review the lake levels in Crooked Lake. Emmet County has passed a resolution regarding this and have asked

the townships to do the same. Little Traverse Township has hired Benchmark Engineering to complete a study to see how lowering the lake levels will impact Crooked Lake. They would like to ensure that there will be enough water for the boat launch in Conway. Keiser suggested tabling this until we have the opportunity to review the study and get more information. He also noted that Littlefield Township passed the resolution last night at their meeting.

- ii. Bill Shorter shared that he has spoken with Benchmark and with Bill Dohm. He agreed that it would be fine for us to take more time to review this and receive more answers to any questions that arise.
- iii. Hoffman asked how many other townships are involved. He remarked that we have also been asked to participate in a study of the dam at Walloon Lake. He noted that the water levels there are high as well.
  - 1. Shorter noted that the consortium is composed of: Littlefield Township, Village of Alanson, Springvale Township, Little Traverse Township, Bear Creek Township, the Pickerel Crooked Lake Association, and Emmet County. The tribe was invited to participate, but opted out. In regards to Walloon Lake, Shorter shared that these two lakes are quite different. The proposal here would be to bring the Crooked Lake water levels back to the historical level. Walloon Lake takes four years for the water to completely change and be regenerated. Crooked Lake regenerated itself every 3.4 months and Pickerel Lake every 3.3 months. There is so much flow, that if you were to shut down the gates, the lake would gain 3/8in water every day.

**f. Appointments**

- i. Keiser listed the following board/committee members who are up for reappointment/appointment:
  - 1. Construction Board of Appeals: This board is made up of Al Welsheimer (fire), Connie Golding (secretary), George Ketchman (electrical) and Gene Barnadyn (building). Barnadyn has retired and Keiser has suggested Sean Meyer to replace him for building.
    - a. **Motion** by Golding to appoint Al Welsheimer, Connie Golding, George Ketchman and Sean Meyer to the Construction Board of Appeals. 2<sup>nd</sup> by Urman. **Unanimous**
  - 2. Fire Dept Board: Dennis Keiser and Joe Hoffman
    - a. **Motion** by Golding to appoint Dennis Keiser and Joe Hoffman to the Fire Dept Board. 2<sup>nd</sup> by Kendziorski. **Unanimous**
  - 3. Harbor Springs Area Sewage Disposal Authority: Dennis Keiser
    - a. **Motion** by Golding to appoint Dennis Keiser to the Harbor Springs Area Sewage Disposal Authority. 2<sup>nd</sup> by Kendziorski. **Unanimous**
  - 4. Library Committee: Connie Golding, with Emma Kendziorski as an alternate
    - a. **Motion** by Hoffman to appoint Connie Golding to the library committee, with Emma Kendziorski as the alternate. 2<sup>nd</sup> by Urman. **Unanimous**
  - 5. Local Revenue Sharing Board: Dennis Keiser
    - a. **Motion** by Kendziorski to appoint Dennis Keiser to the Local Revenue Sharing Board. 2<sup>nd</sup> by Golding. **Unanimous**
  - 6. Parks and Recreation Committee: Doug Kendziorski, Maureen Doull (to replace Matt Koontz, who resigned, as he is now a county commissioner), and Tom Urman (to serve as the board representative, as Don Nowland is no longer on the township board).
    - a. **Motion** by Golding to appoint Doug Kendziorski, Maureen Doull, and Tom Urman to the Parks and Recreation Committee. 2<sup>nd</sup> by Urman. **Unanimous**
  - 7. Planning Commission: Keiser shared that the following terms are up: Emma Kendziorski, Jeff Haven and David Coveyou. Additionally, Tom Urman is no longer on the Planning Commission, as he was elected a trustee. Therefore, there is a fourth spot open. We have the following candidates: Emma Kendziorski, Jeff Haven, David Coveyou, Jim Kargol, Jeff Cyphert, and Diane Lake.
    - a. Urman asked if the board would like to discuss reappointing David Coveyou.
    - b. **Motion** by Golding to appoint Jeff Haven, Jim Kargol, Jeff Cyphert and Emma Kendziorski to the Planning Commission. 2<sup>nd</sup> by Kendziorski.
      - i. Ayes: Golding, Kendziorski, Keiser and Hoffman
      - ii. Nays: Urman **Passed**
  - 8. Board of Review: Jerry Houts, Mark Hramiec, and Brad Meyer
    - a. **Motion** by Golding to appoint Jerry Houts, Mark Hramiec and Brad Meyer to the Board of Review. 2<sup>nd</sup> by Kendziorski. **Unanimous**
  - 9. Harbor Springs Airport Authority: Dennis Keiser
    - a. **Motion** by Golding to appoint Dennis Keiser to the Harbor Springs Airport Authority. 2<sup>nd</sup> by Hoffman. **Unanimous**

**g. Budget Meeting Date**

- i. As discussed earlier in the meeting, the budget meeting will be held on January 20, 2021 at 3:30pm.

**IX. Planning/Zoning Report**

- a. There was no December 2020 Planning Commission meeting, due to a lack of agenda items/lack of new information on pending cases.

- b. Urman congratulated Kargol. Keiser suggested that the board send a letter of support to Emmet County regarding Kargol's application to sit on the Emmet County Planning Commission. Historically, Bear Creek typically has one of their Planning Commissioners sit on the Emmet County Planning Commission as well, as a representative. Urman will be present on the Emmet County Planning Commission to represent Bear Creek as well. Keiser noted that around half of the cases heard at the Emmet County Planning Commission are from Bear Creek. The board agrees, and Keiser will draft a letter of support for Kargol.

**X. Fire Department Report- Report by Welsheimer**

- a. Welsheimer reported that they finished radio training. They will not see mobiles until February due to the installation time. There was 1 EMS call and 19 fire calls. They did a mutual aid at Springvale before Christmas and that went well.
- b. The board briefly discussed plans for the new fire hall.

**XI. Parks and Recreation Report**

- a. Keiser noted that the shower tower has been completed at Jones Landing. The cost will be \$15,900. Keiser suggested using the parks and recreation sinking fund for this, as we have \$90,000 allocated there. The cost for the shower tower will also include the start up in the spring.
- i. **Motion** by Kendziorski to pay \$15,900 for the Jones Landing shower tower using the parks and recreation sinking fund.  
2<sup>nd</sup> by Golding. **Passed**

**XII. Correspondence**

- a. Keiser shared that he received a letter from Philo Lange II asking to discuss the Bear River Dam on Walloon Lake. They would like to look at the infrastructure. At this point, this entails meeting with them, but in the future, it could lead to a financial commitment.
- b. Last month, Keiser shared a letter from the city asking that we install a backflow preventor on our water system. Welsheimer contacted Ballard's twice for a quote, with no response. K&L quoted us in the amount of \$1,165. This work was to be done by 12/23/2020, which did not happen, but should be done in about 2 weeks. The water will be out at the office for 6 hours on the day of the work.
- i. **Motion** by Hoffman to pay K&L \$1,165 for installation of the backflow preventor. 2<sup>nd</sup> by Urman. **Passed**
- c. Lastly, Keiser noted that the annual township meeting for the Emmet County Townships Association will be held on January 20, 2021 via Zoom.

**XIII. Clerk's Business/Bills- Report by Kendziorski**

- a. Kendziorski reported bills in the amount of \$124,679.48.
- i. **Motion** by Kendziorski to pay the bills in the amount of \$124,679.48. 2<sup>nd</sup> by Golding. **Passed**

**XIV. Treasurer's Report- Report by Golding**

- a. The Treasurer's Report shows a balance of \$10,023,041.02 as of 12/31/20.

**XV. Building Department Report- Report by Golding**

- a. Keiser noted that we are down about \$45,000 in the building department this year.

**XVI. Sewer Business/Bills**

- a. Keiser noted bills for the township sewer in the amount of \$135,674.27.
- i. **Motion** by Keiser to pay the township sewer bills in the amount of \$135,674.27. 2<sup>nd</sup> by Kendziorski. **Passed**

**XVII. Request from the Floor/Discussion**

**XVIII. Other Business**

- a. Keiser remarked that Emily Meyerson will be putting out a press release regarding the water trail.
- b. In regards to the Division Rd Access, Urman asked if that is allowable or if there is something we can do to stop the issue. Is this a building department issue or mechanical?
- i. Keiser noted that the owner pulled a permit to put in a basement drain. They put a pipe across the township property and onto Bay View's property. The building inspector approved the line coming out of the house. The owner is allowed to put the pipe on their own property, but cannot pump water onto someone else's property.

**XIX. Public Comment: None**

**XX. Adjournment: 8:21 p.m.**

Respectfully submitted,

*Emma Kendziorski*

Emma Kendziorski, Bear Creek Township Clerk