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**Bear Creek Township Board Meeting  
November 2, 2022**

Called to order at 7:00 p.m.

**Roll Call:** Keiser, Hoffman, Radatovich, Golding, Urman

**Pledge of Allegiance**

**Approval of Minutes:** Regular mtg of Oct 5, 2022, closed session of Oct 5, 2022, and election commission mtg of Oct 10, 2022.

**Motion** by Golding to approve the minutes as presented. 2<sup>nd</sup> by Hoffman.

**Passed**

**Request from the Floor/Discussion:** None

**Approval of the Agenda**

**Unfinished Business**

Roads

Keiser shared that the board met with the road commission and we do not have any estimates back yet.

Karla Buckmaster thanked the board for attending the road commission meeting. The corner of Pickerel Lake has been painted, and she was told that when the painters come next year to do Division, they will grind and paint on Pickerel Lake. Buckmaster has asked for copies of the grant requests submitted for Kolinski hill. She is again requesting that the board consider putting up a guard rail at Kolinski.

Keiser noted that the faded road signs in the township are getting replaced, likely in 2023.

Click Rd Property- Design Build

Keiser shared that he, Radatovich, and Welsheimer met with the architect to discuss room sizes. He wanted to get a better understanding of the storage needed, as well as the water supply for fire suppression and for filling trucks. We will get a board update in December.

Blight

Keiser explained that Joe Villemure has been working with both our blight cases. Both have made headway, but will need more time to be completed. In addition, Keiser received one letter from 4209 Greenwood Rd and is waiting for a second letter to come in.

**Motion** by Golding to open a blight case at 4209 Greenwood Rd upon receipt of a second blight complaint letter for this property. 2<sup>nd</sup> by Radatovich.

**Passed**

**New Business**

Auto Zone Tax Appeal

Keiser explained that Auto Zone has appealed the 2022 assessment and Joel helped with stabilizing this case this past summer. We will be heading to tribunal and Keiser would like to get help from Mika Meyers.

**Motion** by Radatovich to hire Mika Meyers to help with the Auto Zone 2022 Tax Appeal. 2<sup>nd</sup> by Golding.

**Passed**

Bay Township Fire Agreement- Renewal

Keiser noted that we have been providing fire services to a portion of Bay Township since 2015. The agreement expired August 1, 2021 and we continued service (and Bay Twp continued to pay for service). We would like to ratify the agreement for the past year and enter into a new agreement for this year. This new agreement will be a one year contract that will renew each year unless either party wishes to terminate the agreement with a one year notice.

**Motion** by Radatovich to renew the Bay Township fire agreement. 2<sup>nd</sup> by Golding.

**Passed**

Sewer Lift Station #2- Upgrade

Keiser shared the estimate for the rebuild of lift station 2, which will likely cost around \$900,000. This upgrade will serve future flows including Pine Pond, Hearthside Grove, and others in that region. The plan is to have the station engineered and permitted this winter and constructed by fall 2023.

Mark Hurley noted that we had planned to upgrade lift station 2 and the upgrade we had selected no longer works. In order for developments to get permitted by the state, we have to have capacity to get the flows to the wastewater plant. At this point, the state can only approve so much flow until we get this upgrade that we are discussing currently. After the special meeting we had regarding sewer, they went out and got budget pricing from contractors. Essentially, the pumps, control panel, and backup generator would need to be removed and there would be some modifications made to existing piping. The estimate for these upgrades is approximately \$900,000. If the board agrees, Gosling can get formal quotes so we can move forward.

Keiser shared that Pine Pond and Hearthside will flow into here, as well as a potential development on Shaw Rd, plus future buildout along 31. Some of the items, such as the panel, can be reused at another station. We will also bring in money from tap fees to help pay for the upgrade, but you have to complete the upgrade first. The delivery time on some of the parts is quite a ways out.

Hurley confirmed that the delivery time on parts is 20-40 weeks.

Urman asked about the price range of building a new super station. If we were to go forward with this proposed fix, how long would that last? Ten years?

Keiser noted that we do not have property for a new station. At some point, we will have to help upgrade the plant. At that time, when we bond, would also be the time to do major upgrades.

Hurley noted that they got the approval from Dave for this option. This would take care of the proposed developments currently in this upgrade.

Urman is wondering if we should consider looking for property to build a bigger station.

Keiser feels we need to work within the budget we have. This proposed upgrade would last at least 10-15 years. If we were to hire someone to do a study, no one knows what is going to develop there in the future.

Hurley noted that the estimates were based on actual flows, which may change when we work on I&I.

Keiser explained that Marcus is on board with this plan. Part of the flow issue is people illegally hooking up their storm systems into the sewer.

**Motion** by Golding to approve the proposed upgrade to lift station 2. 2<sup>nd</sup> by Radatovich.

Roll Call: Golding, Hoffman, Keiser, Radatovich, Urman

Yes: Golding, Hoffman, Keiser, Radatovich, Urman

**Passed**

#### ARPA Funds- Allocation

Keiser explained that the township received approximately \$664,000 in ARPA funding, which will need to be allocated by the end of 2024 and spent by the end of 2026. We have a major upgrade to lift station 2 in 2023 totaling around \$900,000. Keiser suggested allocating \$300,000 of our ARPA funding for this project at this time. Keiser's recommendation is to allocate most of the ARPA money for sewer, as we have several projects coming up in the near future. He wants to make sure we save some ARPA funds for matching grants.

**Motion** by Golding to allocate \$300,000 in ARPA funding for sewer infrastructure. 2<sup>nd</sup> by Urman.

Roll Call: Hoffman, Keiser, Radatovich, Urman, Golding

Yes: Hoffman, Keiser, Radatovich, Urman, Golding

**Passed**

#### **Planning and Zoning Report**

Radatovich reported two planning cases this month. The first, PPUDP22-02 Coseo Properties, was postponed by the applicant and was not discussed. The second, PSUP22-021 Barb Daniel for the Friendship Center, was approved.

**Motion** by Golding to accept the planning report. 2<sup>nd</sup> by Urman.

**Passed**

#### **Fire Department Report**

Welsheimer is not present this month.

#### **Parks and Recreation Report**

Keiser shared that the recreation committee is continuing to discuss developing a kayak launch on the Click Rd property. The parks are closed and the dock will come out at Jones Landing next week. Keiser met with Grays and was very happy with their service this summer. He had no complaints from residents this summer regarding the bathrooms being dirty or out of products.

#### **Correspondence**

Keiser received a letter of concern regarding a sobriety house located at 2596 Bellmer Rd.

#### **Clerk's Business/Bills- Report by Radatovich**

Radatovich reported bills in the amount of \$109,356.41.

**Motion** by Hoffman to pay the bills in the amount of \$109,356.41. 2<sup>nd</sup> by Urman.

**Passed**

Radatovich shared that there are four budget amendments that need to be made. The first is for our general governing budget, in the amount of \$90,000. This budget amendment is to cover the following expenses: the new postage machine, the piece of land we purchased over by Walmart, and our legal expenses. We are already \$26,000 over budget on legal expenses this year and we will probably spend another \$50,000 or so within the year). The second budget amendment is for the secretary budget for \$6,000. This is

primarily to cover office supplies. We underbudgeted for this this year as it is, plus the cost of everything has gone up. The third budget amendment is to the election budget for \$3,000. This is to cover the cost of the gravel for the snowmobile club. The fourth budget amendment is to the building and grounds budget for \$10,000. This is to cover the cost of curbing and the asphalt for the township parking lot.

**Motion** by Radatovich to approve the following budget amendments: the general governing budget for \$90,000, the secretary budget for \$6,000, the election budget for \$3,000, and the building and grounds budget for \$10,000. 2<sup>nd</sup> by Golding. **Passed**

Radatovich noted that the November 2022 election is next week. She will provide and update at the December board meeting.

### **Treasurer's Report- Report by Golding**

The Treasurer's Report shows a balance of \$9,702,481.42 as of 10/31/22.

### **Building Department Report**

Building dept reports were shared through 10/31/22.

### **Sewer Business/Bills**

Keiser reported bills for the township sewer in the amount of \$103,406.69.

**Motion** by Keiser to pay the township sewer bills in the amount of \$103,406.69. 2<sup>nd</sup> by Radatovich. **Passed**

There are three sewer service permit applications this month. The first is for 1909 Marshview Dr for 0.27 REU. The second is for 1578 Parmeter Ct for 1 REU. The third is for 1576 Parmeter Ct for 1 REU.

**Motion** by Radatovich to approve the sewer service permits as follows: 1909 Marshview Dr for 0.27 REU, 1578 Parmeter Ct for 1 REU, and 1576 Parmeter Ct for 1 REU. 2<sup>nd</sup> by Golding. **Passed**

Keiser noted that we will need to pay the Harbor Springs Sewer Authority for the panel for lift station 4. This will cost \$50,000 and Keiser suggested spending some of the \$300,000 that we just allocated from ARPA funding.

**Motion** by Keiser to pay \$50,000 for the new panel using ARPA funding. 2<sup>nd</sup> by Golding. **Passed**

Keiser shared that the Maple Creek residents voted 20-18 in favor at their unofficial vote. If their board wants to move forward, we will have to set up an official vote for them.

**Request from the Floor/Discussion:** None

### **Discussion with Legal Counsel**

**Motion** by Radatovich to go into closed session pursuant to MCL 15.268(h) to discuss with counsel written legal opinions that are subject to the attorney/client privilege. 2<sup>nd</sup> by Golding.

Roll Call: Hoffman, Keiser, Radatovich, Urman, Golding

Yes: Hoffman, Keiser, Radatovich, Urman, Golding

Time: 8:15pm

**Passed**

**Motion** by Radatovich to come out of closed session. 2<sup>nd</sup> by Hoffman.

Roll Call: Keiser, Radatovich, Golding, Urman, Hoffman

Yes: Keiser, Radatovich, Golding, Urman, Hoffman

Time: 8:31pm

**Passed**

**Other Business:** None

**Adjournment:** 8:31p.m.

Respectfully submitted,

*Emma Radatovich*

Emma Radatovich, Bear Creek Township Clerk