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Bear Creek Township Board Meeting
May 3, 2023

Called to order at 7:00 p.m.

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

Pledge of Allegiance

Approval of Minutes: Regular mtg of Apr 5, 2023, closed session of Apr 5, 2023, and special mtg of Apr 12, 2023.

Motion by Hoffman to approve the minutes as presented. 2nd by Urman.

Passed

Request from the Floor/Discussion

Approval of the Agenda

Motion by Urman to approve the agenda as presented. 2nd by Hoffman.

Passed

Unfinished Business

Roads

Keiser shared a request from Mike Kresnak to upgrade George Rd to pavement as well as a request from the road commission to split the cost of 6" of gravel on the bad portion of Bellmer Rd. Dust control is ordered for the 3rd week of May.

Motion by Radatovich to approve splitting the cost of the gravel for Bellmer Rd, not to exceed \$4,500. 2nd by Urman.

Passed

Click Rd Property- Design Build

Serenity Dankert (Ironwood Construction) explained that they ordered the metal building reactions and the engineering is in process. The earliest they can get that to Ironwood is the beginning of June. Ironwood will be able to provide the township with pricing in early August. Between now and then, Metallic is working on the engineering of the building, and Ironwood is working on mechanical, plumbing and fire suppression. Her hope would be to approve putting it out to bid at the July 5th board meeting, and then have a hard bid number for approval for August 2nd. Keiser noted that it likely will not be on the ballot until 2024. Urman would like to use all local contractors.

New Business

Winter Sports Park

Kendall Klingelsmith explained that they are doing a generational upgrade to the Winter Sports Park. The park was established in 1901 and it was first a zoo. The hockey rink was relocated in 1992 and in 2020, this became a place that filled the need for a social and physical outlet. The city is currently seeking bids for a new roof, windows and doors. They would like to replace the whole hockey rink. Klingelsmith shared some of the grants that the city has received towards this project: The Petoskey Rotary 100 year project (\$277,000 commitment), local family fund pledge (\$25,000), and the trust fund grant (\$298,000). They started a fund at the Petoskey Harbor Springs Area Community Foundation, which currently holds \$90,000. They hosted a fundraising event at City Park Grill. The city has also applied for a passport grant (\$150,000). All together, that is close to \$850,000 towards this project, and their goal is \$1.1 million. They would like to build in 2024. In 2022, the Winter Sports Park brought in \$18,000 in rentals and \$7,000 in concessions. They also host off season events such as a summer kids camp (which filled up in four minutes this year!), fall festival, flag football, and t-ball. The proposed project is for a pavilion over the hockey rink. They would like to have solar panels and also a rain garden for runoff. The pavilion will help extend the skating season, and will allow them to use the space year round. It is not the intention to close off the hockey rink, just to have a pavilion over it. They are building it with the next generation in mind. Klingelsmith noted that they are not planning to refrigerate the concrete under the rink. The hockey rink is for hockey skates only, but if the rink isn't currently being used for a practice or game, members of the public could use it with hockey skates. Klingelsmith shared that there is \$850,000 committed currently, but he also has a \$200,000 request pending at another foundation. Their trust fund agreement takes them to 2024, but they can ask for an extension if needed. The city has also set money aside for this project. Keiser noted that Bear Creek typically has a high percentage of users to this park, and he believes we should contribute something to this project.

Liquor License

Keiser shared a request for a liquor license transfer from Up In Smoke Restaurant to JRF Mackinaw Inc. The board has no concerns at this time.

Raffle License

Keiser shared a request for a raffle license for Northern Community Mediation.

Motion for Resolution by Radatovich for a Charitable Gaming License for Northern Community Mediation of Petoskey. 2nd by Golding.

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

Yes: Hoffman, Urman, Keiser. Golding, Radatovich

Passed

City Rec Agreement

Keiser shared the 2023 Recreation Agreement with the City of Petoskey for \$45,190.

Motion by Radatovich to approve the City of Petoskey Recreation Agreement for \$45,190. 2nd by Golding.

Passed

Merit-Internet

Keiser shared that Merit revised their quote to an installation cost of \$750 and the annual cost would be \$4,194. Merit is a government and school internet provider with backup internet service if they should fail.

Motion by Golding to approve switching to Merit for internet service, for a startup cost of \$750 and an annual cost of \$4,194. 2nd by Urman.

Passed

Wage Adjustments

Radatovich shared that during wage time, there were a few adjustments that were discussed but never formally approved: Blight Officer phone bill has increased from \$20/month to \$23/month (as of 10/1/22), Fire officer pay has increased from \$50 to \$55 (as of 4/1/23), and Training officer pay has increased from \$200 to \$220 (as of 4/1/23).

Motion by Radatovich to approve the blight officer phone pay to \$23/month (effective 10/1/22), fire officer pay at \$55 (effective 4/1/23), and training officer pay at \$220 (effective 4/1/23). 2nd by Hoffman.

Passed

Assessor's Office

Keiser shared that Garrett, his new assistant, is doing a great job. However, we will need to get some additional supplies for him. The quote from Integrity is for an overhead bin, bulletin board, etc, plus the installation. After that is installed, we will also need to look into getting a phone and printer.

Motion by Keiser to approve the quote from Integrity for \$1,271.00. 2nd by Radatovich.

Passed

Keiser shared that the assessing office is currently doing an audit, and one of the steps to the audit is to have record cards available to the public on the website. There are three options for us to consider to accommodate this.

Garrett Muir explained that there are three options to get in compliance with the audit (to get our information online): The first option is to go through the county, who would make our assessment records available online for \$0.10/parcel, which would cost approximately \$450 annually. Options two and three are both through BS&A. Option two is for BS&A to host an online site with a link on the Bear Creek website. This would give the public access to assessing documents (record cards), as well as tax bills and utility bills. It would be free to the township, but the person making the request would have to pay a small fee (\$1-3). However, a taxpayer could make a free account to access their own information without cost. However, an appraiser would have to pay to access the record cards. Option three is for BS&A to host an online site with a link on the Bear Creek Township website. The township would pay an annual subscription (\$3150) and all information (tax, utility billing, assessment records) would be free to anyone. If we go through the county, we would lose the ability for residents to pay tax or utility bills online.

Radatovich noted that there is also a separate quote for BS&A to host an online access for the building department. People could apply for permits and pay online, as well as schedule inspections.

Keiser would like to send Muir to BS&A training.

Parks- Jones Landing & Spring Lake Park

Keiser shared that the parks opened last week. A urinal at Spring Lake Park was having problems but it is fixed now. The dock at Jones Landing was put in last week and the boat wash is operational. Cindy Okerlund will be hosting bike ride education at Spring Lake Park starting May 3rd.

Fire Department Open House

Radatovich shared that this year is the 75th anniversary of the Resort Bear Creek Fire Department. With the board's approval, she would like to plan an open house/ice cream social to honor and celebrate the service of the fire department, as well as to look forward to the future of the department. This would be a great opportunity to share with residents the plans for the new fire hall. The board agreed to host this event.

MDARD Grant

Keiser shared a rural development grant opportunity that is arising at the end of the month. There will be ten \$50,000 grants approved, and the state is encouraging collaboration. One idea is to collaborate with the City of Petoskey and Resort Township and ask the county for support to hire a consultant to look at sewer and water infrastructure. The board agreed to pursue that.

Commissioner's Report- Brian Gutowski

Brian Gutowski shared that he recently toured the Headlands and toured the location of the new telescope. They will be increasing parking at the Headlands. The county recently did a land swap with Enbridge. Camping at Camp Petosega started this past weekend. The digital sign at the fairgrounds has been having issues for about a year and will be replaced in June. The scrap tire collection started May 1st and costs \$1 per tire. They received a \$10,000 grant for hazardous waste collection and are concentrating on paint. This is free to residents.

Planning and Zoning Report

There was no April 2023 Planning Commission meeting. Keiser shared that the Alexander project is trying to start back up again, in phases. It will likely go through the administrative review process at the county, rather than coming back to the planning commission.

Fire Department Report

Welsheimer shared that they completed CPR recertification and had 23 fire calls. They installed 8 smoke detectors and 1 CO alarm. As of April 30th, there has been 50 deaths and 47 fires across the state of Michigan, which is a 2% increase, and a 11% increase in fires. Of those fires, 51% did not have working smoke detectors.

Parks and Recreation Report

Keiser noted that the Parks and Recreation Committee did not meet last week due to illness. The second round of the spark grant was released, so we will need a letter of intent for that.

Correspondence

Keiser shared that Hoffman, Urman, and Radatovich attended the annual MTA conference.

Clerk's Business/Bills- Report by Radatovich

Radatovich reported bills in the amount of \$140,217.87.

Motion by Radatovich to pay the bills in the amount of \$140,217.87. 2nd by Golding.

Passed

Treasurer's Report- Report by Golding

The Treasurer's Report shows a balance of \$10,457,896.67 as of 4/30/23.

Building Department Report

Golding explained that we have been paying Wayne Sundstrom vacation, as was agreed when we hired him, but it was never formalized in a motion. She suggested 36 hours of paid vacation a year.

Motion by Golding to approve 36 hours of paid vacation for Wayne Sundstrom per year. 2nd by Hoffman.

Passed

Sewer Business/Bills

Keiser reported bills for the township sewer in the amount of \$194,444.84.

Motion by Keiser to pay the township sewer bills in the amount of \$194,444.84. 2nd by Radatovich.

Passed

Keiser noted that we are hoping to have a special meeting in a few weeks to review some of the grant opportunities, and maybe Gosling Czubak can also give us a sewer update at that meeting.

Request from the Floor/Discussion: None

Other Business: None

Adjournment: 9:08p.m.

Respectfully submitted,

Emma Radatovich

Emma Radatovich, Bear Creek Township Clerk