

LAKE TOWNSHIP

Monthly Meeting Minutes

December 5 , 2024

Meeting: Called to order by Mary Pitcher at 7:00PM

Pledge of Allegiance: recited by all.

Roll Call: Present: Supervisor Mary Pitcher, Treasurer Maryanne Goodman, Trustee Kyle Orr, Trustee Anna Grobe, Clerk Penny Georgevich

Mary Pitcher addressed the room saying she is honored to serve as the Supervisor. Also, that audience participation will only be during public input.

Approval of Agenda: Josh Mills, Zoning Administrator's report, moved earlier in agenda, before County Commissioners reports. Additions of 2025 meeting dates and Clean Up Days added to New Business. **Motion to approve agenda with the above changes by Kyle Orr; supported by Mary Pitcher. Ayes: All; Nays: None. Motion carried.**

Minutes - Motion by Maryanne Goodman to approve November 7, 2024 meeting minutes as presented; seconded by Anna Grobe. - Ayes: All; Nays: None. Motion carried.

Financial Reports – General Fund presented by Maryanne Goodman. Motion by Maryanne Goodman to approve the General Fund report as read; seconded by Kyle Orr. - Ayes: All; Nays: None. Motion carried

Fire Budget presented by Maryanne Goodman. **Motion by Maryanne Goodman to approve the Fire Fund report as read; seconded by Anna Grobe; - Ayes: All; Nays: None. Motion carried.**

Budget Amendments – Budget amendments presented by Maryanne Goodman. Total General Fund revenue budget increase of \$31,800, including Interest Earned, General Reimbursements, Election Reimbursements and Refunds.

Total General Fund expenses budget increase of \$13,590, including Township Board, Board of Review, Assessor, Election Board, Building & Grounds, Clean Up and Planning/Zoning.

Motion to accept General Fund Budget Amendments as read by Maryanne Goodman; seconded by Kyle Orr; Role Call - Ayes: Anna Grobe, Kyle Orr, Maryanne Goodman, Mary Pitcher, Penny Georgevich. Nays: none. Motion carried.

Total Fire Fund revenue budget increases of \$5,000, including Interest Earned. Total Fire Fund expenses budget increase of \$0.

Motion to accept the Fire Fund Budget Amendments as read by Maryanne Goodman; seconded by Anna Grobe; Roll Call – Ayes: Maryanne Goodman, Penny Georgevich, Anna Grobe, Kyle Orr, Mary Pitcher. Nays: none. Motion carried.

Payment of Township Accounts: Request of approval of checks #9937 through #9979 in the amount \$25,833.35 for the purpose of paying Township accounts, this includes VOIDED check #9948 and an EFPTS payment of \$2,155.53. **Motion by Anna Grobe to approve; seconded by Maryanne Goodman; Role Call – Ayes: Anna Grobe, Kyle Orr, Mary Pitcher, Maryanne Goodman, Penny Georgevich; Nays: none. Motion carried.**

Request for approval of Fire Fund checks #1564 through #1565 in the amount of \$268.32. **Motion by Kyle Orr to approve; seconded by Anna Grobe; Roll Call – Ayes: Mary Pitcher, Penny Georgevich, Anna Grobe, Kyle Orr, Maryanne Goodman; Nays: none. Motion carried.**

Public Comment on Agenda Items: none

Guests: none

Zoning Administrator Report: written report and spoke about lighting and nuisance ordinances.

County Updates: Commissioner Jeannot, District 2 – written report and spoke on other programs.

Correspondence:

A. INCOMING:

1. Thank you from Ironman
2. Letter from David Fenner regarding Public Roads Ordinance meeting
3. Benzie County Recycling – Household Waste and Electronic Collection dates, Saturday, June 21 – Frankfort High School, and Saturday August 23 – Benzie Road Commission
4. Report from Platte River State Fish Hatchery – lake and tributary results
5. Report from Frankfort Fire Department
6. Benzie Shores District Library Upcoming Events

B. OUTGOING:

1. None

New Business:

A. Agreement with Northwest Education Services for the collection of summer taxes.
Motion by Maryanne Goodman to approve the agreement with dates corrected; seconded by Penny Georgevich; - Ayes: All; - Nays: none. Motion carried.

- B. Appointments to Board of Review and ZBA – **Motion by Mary Pitcher to appoint for the ZBA, Sally Casey for 3-year term beginning January 1, 2025, ending December 31, 2027 and Maryanne Goodman as Alternate, 3-year term beginning January 1, 2025, ending December 31, 2027; seconded by Kyle Orr; ; - Ayes: All; Nays: None. Motion carried.**
- C. **Motion by Mary Pitcher to appoint Board of Review, each for a two-year term beginning January 1, 2025 – Nancy Simmons, Madeline Bitzan-Powell, Anna Grobe, and for Alternate Ross Stephenson; seconded by Maryanne Goodman; - Ayes: All; - Nays: none. Motion carried.**
Oaths of office to be taken within the first 10 days of January. Mary Pitcher will check to see if can be sworn in with effective date.
- D. Reviewed information on three current options for Park Kiosk from Beckett and Raeder, as well other options provided by Maryanne Goodman. Will research other options to prepare for decision at January 2025 meeting.
- E. Introduction of New Deputy Clerk appointee, Jane Haga. **Motion by Anna Grobe to support appointment; seconded by Kyle Orr; - Ayes: All; - Nays: none.**
- F. **Motion to approve the following as Bank signatories on all Lake Township accounts: Maryanne Goodman-Treasurer, Madeline Bitzen-Powell - Deputy-Treasurer, Penny Georgevich-Clerk, and Jane Haga-Deputy Clerk; seconded by Anna Grobe; Roll Call – Ayes: Maryanne Goodman, Mary Pitcher, Anna Grobe, Penny Georgevich, Kyle Orr; - Nays: none. Motion carried.**
- G. In BS&A system appoint two Enterprise Admins – **Motion by Penny Georgevich; seconded by Anna Grobe to have BS&A register 2 Enterprise Admins, Treasurer Maryanne Goodman and Clerk Penny Georgevich, and delete all admins not needed; - Ayes: All; - Nays: None. Motion carried.**
- H. 2025 Board Meeting dates were reviewed and no date adjustments were needed. Dates will be published. **Motion by Mary Pitcher to accept 2025 meeting dates as presented; seconded by Maryanne Goodman; - Ayes: All; - Nays: None. Motion carried.**
- I. Clean Up Days – Dates of June 21 and August 16 of 2025 were proposed for next clean up dates. Anna Grobe will check into and compare Disposal providers and bring to January meeting. Dates will need to be confirmed with provider.

Old Business:

- A. Website update – Formed an ad hoc website committee of Mary Pitcher, Maryanne Goodman and Dan Georgevich to move the new website forward. Mary to lead.

Township Depts.:

- a) Planning Commission: Next Meeting on December 12, 2024 at 6:30. The Planning Commission will also hold 3 meetings in early 2025 for in depth look at zoning ordinances and work along with Beckett & Raeder.
- b) Code Enforcement Officer: Written report submitted.
- c) Assessor: Written report submitted. Board of Review meeting Tuesday, December 10, 2024, 10:00am.
- d) Park Committee: Watching progress of Beckett and Raeder.
- e) Supervisor report: Written report submitted.

Announcements.

A. Public Hearing on Private Road Ordinance – Tuesday, December 10, 2024, 6:30pm

B. Add to agenda General Board Discussion

Public Comment: Dotty Blank inquired about issue on Beech Street from previous meeting. Mary Pitcher has meeting set up with Troy from Road Commission.

Jimi Lee Haswell asked questions about STRs and also kiosks options for the park that were submitted to Township office previously. They will be located and distributed to Board Members.

Scott Wills suggested trees in the park be inspected for dead branches.

Meeting Adjourned: 8:22pm.

In Attendance: 11

Penny Georgevich, Clerk