

Larkin Charter Township
Regular Board Meeting
3027 N Jefferson Rd, Midland
Tuesday, March 14, 2023 7:00 p.m.

MINUTES

Members present: Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves, Deitsch

Absent: None

Guests: None

Meeting called to order at 7:00 p.m.

Pledge of Allegiance

Acceptance of as written.

Motion to accept agenda as written by Hitchcock, support from Deitsch.

Roll call vote:

Yeas: *Draves, Deitsch, Sandow, Moe, Benter-Rich, Owens, Hitchcock*

Nays: *None*

Absent: *None*

Guests

None.

Correspondence

None.

Public Comment

None.

Action Items:

- *Consumers Energy Franchise Ordinance.*

This ordinance was introduced at the February Board Meeting and needs to be approved tonight.

Motion by Benter-Rich, support by Draves to renew the Consumers Energy Franchise Ordinance that expires on July 23, 2023.

Yeas: *Deitsch, Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves*

Nays: *None*

Absent: *None*

- *Generators for Hall & Office.*

This item was tabled during the February Board Meeting. Additional information was obtained from Valley Electric and Escon Power Solutions.

Motion by Moe, support by Owens to purchase 45 KW generator for the Hall and a 36 KW generator for the Office. Both generators will be purchased from Escon Power Solutions.

Yeas: *Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves, Deitsch*

Nays: *None*

Absent: *None*

- *Review of Hall & Pavilion Rental Fees and Site Plan Review Fees.*

The Clerk prepared a cost analysis to operate the Hall for the past two years and calculated expenses per rental and per month. Rates will remain the same.

The Site Plan Review Fees were deemed to be accurate and will not be changed.

Motion by Deitsch, support by Hitchcock to keep Hall and Pavilion rates as they are, but add an additional fee structure for Friday and Saturday rentals at \$250 per day if rented less than 60 days out from rental date.

Yeas: *Moe, Benter-Rich, Owens, Hitchcock, Draves, Deitsch, Sandow*

Nays: *None*

Absent: *None*

- *Kutchey Sprinkler Contract for Office – Summer 2023.*

Renewal of sprinkler contract for 2023. Premium program (which includes summer check up) is \$163.56 prepaid. There will be an additional fuel surcharge.

Motion by Draves, support by Owens to accept 2023 sprinkler contract from Ron Kutchey Landscaping & Irrigation

Yeas: *Benter-Rich, Owens, Hitchcock, Draves, Deitsch, Sandow, Moe*

Nays: *None*

Absent: *None*

- *Proposed Resolution to Set Alternate Date for Board of Review.*

If the Board of Review are unable to meet on the second Monday in March, the alternative dates must be either the Tuesday or Wednesday following the second Monday in March. A resolution must be passed for this change.

Motion by Benter-Rich, support by Moe to approve Resolution 03-23-14.

Yeas: *Owens, Hitchcock, Draves, Deitsch, Sandow, Moe, Benter-Rich*

Nays: *None*

Absent: *None*

- *Renaming Drains in Waskevich Subdivision.*

The names of some of the drains in Waskevich & Whispering Pines Subdivisions are convoluted and make it difficult to figure out where they are located. The Drain Commissioner has suggested they be renamed to make their locations clearer. Petitions will need to be circulated to obtain signatures in order to make this change.

Motion by Sandow, support by Deitsch to circulate petitions to allow for name changes as follows:

- Marilyn Lane Branch A of #522 Drain to Marilyn Lane Drain and Draining District to Marilyn Lane Drain Drainage District.
- Whispering Pines Branch #2 of Pluss Drain to Acorn Lane Drain and Drainage District to Acorn Lane Drain Drainage District.
- Kens Lane Branch B of #522 Drain to Kens Lane Drain and Drainage District to Kens Lane Drain Drainage District.

Yeas: *Hitchcock, Draves, Deitsch, Sandow, Moe, Benter-Rich, Owens*

Nays: *None*

Absent: *None*

- *Drains at Large.*

The Clerk and Supervisor met with the Drain Commissioner and representatives from Spicer regarding the drain improvements establishing new drainage districts. Spicer provided cost estimates for these drains.

There is no action to be taken at this time. We have requested the Drain Commissioner and representatives from Spicer attend our April Board meeting to answer questions from the Board and the public.

According to information shared with us, the County will be responsible for about 20% of the costs (with half of that going to the Road Commission), the Township will be responsible for about 20% of the cost (Drains-at-Large), and the balance will go to the landowners.

- *Park Improvements.*

We provided a substantial budget for park improvements in 2023. The Clerk has researched a variety of playground surfaces to replace the mulch under the play structures at the park,

including wood playground mulch, rubber mulch from recycled tires, and virgin rubber mulch. She also obtained quotes from Dream Fields and Servinski Sod for redoing the four baseball fields and the volleyball court.

Motion by Hitchcock, support by Owens to have Clerk obtain bids for having old mulch removed and replaced, contract with Dream Fields to restore the two baseball fields closest to the road, and contract with Servinski Sod to restore the volleyball court. If there is a positive result for the grant application, other improvements will be considered.

Yeas: *Deitsch, Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves*

Nays: *None*

Absent: *None*

- *Digitizing Oversized Documents, Assessor Records, and Fire Department Records.*

The Township has been scanning historical township records for the past 3-4 years. We have over-sized documents (property drawings, subdivision plots, etc.) that cannot be scanned in-house. The Assessor has approximately 1,860 files (9,300 pages) of assessor cards and related information to be scanned. The Fire Department has approximately 7,550 pages of documents that need to be scanned and retained. These files include confidential information. The Clerk has obtained bids from Rush Pack N Print for the oversized documents, Graphic Sciences for all documents, and information from Applied Imaging.

Motion by Deitsch, support by Hitchcock to the contract with Graphic Sciences to scan oversized documents, Assessor Records, and Fire Department Records.

Yeas: *Deitsch, Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves*

Nays: *None*

Absent: *None*

- *Resolution 03-23-13 Approving Variance for parcel.*

The Zoning Board of Appeals met and approved a variance to the property at the corner of Monroe and Waldo. This variance is in perpetuity and can be transferred to future landowners. This requires the variance be recorded with the Register of Deeds at the County. The Road Commission will be adding this to the deed, but to do so, the Board must pass the Resolution.

Motion by Benter-Rich, support by Hitchcock to approve Resolution 03-23-13 Approving Variance.

Yeas: *Sandow, Moe, Benter-Rich, Owens, Hitchcock, Draves, Deitsch*

Nays: *None*

Absent: *None*

- *CPSM Update*
Draft report should be available in April.
- *DNR Grant Application Status*
Waiting on appraisals.
- *Water Moratorium*
1 new tap issued since last meeting.
- *Water Reliability Study Required by EGLE.*
No update at this time. This is a detailed study and it will be several months before results are available.

Consent Agenda

Motion by Deitsch, support from Owens to approve March Payroll and February/March invoices and February 14, 2023 Board Meeting minutes.

Yeas: *All*

Nays: *None*

Absent: *None*

Department Reports:

Fire Department:

- Emergency Call Summary - 19 since last report. 6 Medical, 3 Electrical Hazards, 2 Vehicle Accidents, 2 Gas Leaks, 2 Public Assistance, 1 Structure Fire, 1 Vehicle Fire, 1 Automatic Fire Alarm and 1 Public Assist.
- The Departments Emergency Medical First Responder License Application has been approved/renewed.
- The gas meter at the station was damaged by snow and ice falling from the roof. It was replaced by Consumers Energy. A protective guard needs to be installed above it to prevent future damage.
- The department did a fire safety education visit this morning for a local homeschool co-op.
- Annual Report Presentation.

Clerk:

- May 2nd Election
Applications for Absent Voter Ballots mailed – 1,587
Returned – 697 44%

- Mandy on vacation 3/22 – 3/30 – Lisa & Ruth to cover
- Chris working on water tap project
- Applied for MI Baseball Foundation Grant
- Working on other grants as well
- Need to contact auditor for 2022 audit
- Need to get bids for lawn care, Summer 2023. Suggestions?
- New copier delivered today
- Set up iPads and organized documents
- Completed Certified Public Manager Course at SVSU.
- Beginning HR course at SVSU.

Treasurer:

- General Fund \$4,252,760.20
- Sanitation \$ 266,292.25
- Water Maintenance Fund \$ 423,215.81
- Water 3 \$ 610,823.98
- Water 4 \$ 18,584.92

Township Code Authority:

No Report

Park/Park Committee:

No update.

Cemetery:

No update.

Hall:

No update.

Assessor:

- March Organizational Board of Review meeting will be held March 7, 2023 at 11:00 a.m. This is an open meeting, but not for public comment.
- March appeal hearings are scheduled for March 15th from 3:00 pm – 9:00 pm and March 16th from 9:00 am – 3:00 pm at the Township office.
- There are no pending Michigan Tax Tribunal appeals.
- The 2023 assessment roll is complete and exported to the Equalization Department. The assessment change notices will be in the mail before March 1, 2023, as required by state law.
- Assessor is now working on personal property statements. They are due in our office by February 21, 2023.

Planning Commission:

- Working on Fence Ordinance draft.

- Working on Home Occupation.

Zoning Board of Appeals
Meeting March 2, 2023

Zoning Enforcement:
Report on file.

Roads:
Letts Road Extension Traffic Study was submitted for bids.

Supervisor:
Information regarding Right to Farm Act was shared with the Board.

Public Comment:

None.

Meeting adjourned at 10:03 p.m.

Respectfully Submitted,



Lisa Benter-Rich, Clerk



Maria Sandow, Supervisor