

BLAIR TOWNSHIP BOARD OF TRUSTEES

Regular Meeting in Person and via ZOOM

May 11, 2021 6:00PM

APPROVED

CALL TO ORDER: The regular meeting of the Blair Township Board of Trustees was held in person at the Township Hall and via ZOOM. The meeting was called to order by Supervisor Blonshine at 6:00 PM.

OPENING CEREMONIES: The Pledge of Allegiance was recited.

ROLL CALL: Members present were Wolfgang, Blonshine, Fitzpatrick, Campbell and Kucera. Zeits was absent and Fleis arrived at 6:04pm. Also in attendance were Emergency Services Director Eric Somsel, Zoning Administrator Lisa Guerrieri and six (6) guests.

BRIEF PUBLIC INPUT: None.

APPROVAL OF AGENDA:

Board member Blonshine asked that Resolution #2021-07 To Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2021 National Fitness Campaign, be added to the agenda.

Moved by Wolfgang second by Fitzpatrick to approve the agenda with the addition of Resolution #2021-07. **Yes:** Fitzpatrick, Campbell, Blonshine, Kucera and Wolfgang. **No:** None. **Motion carried.**

DECLARATION OF CONFLICT OF INTEREST: None stated.

PRESENTATIONS/SPECIAL REPORT:

GRAND TRAVERSE COUNTY COMMISSIONER REPORT: Commissioner Ron Clous reported that the VA will be purchasing a mobile service unit and will be able to service out in the community and other counties and be reimbursed for their service. He also reported that the Commission has voted to fund Animal Control from the General Fund rather than have a special election and that the Prosecutor's office will be adding another assistant prosecutor. Clous also suggested that since the Community Police Officer spends a lot of time at the fair, he join the auction and buy a hog with funds donated by the community and then have a roast in the fall in the park.

SHERIFF'S REPORT: Officer Karczewski gave his report.

GRAND TRAVERSE COUNTY ROAD COMMISSION: No representative present.

WADE TRIM: No engineer present.

OPERATION SERVICES REPORT: Report submitted.

TREASURER REPORT: Board member Campbell gave her report.

ANNOUNCEMENTS/CORRESPONDENCE:

Supervisor Blonshine announced that the Township has been awarded the grant for the Outdoor Fitness Court through the 2021 National Fitness Campaign. Blonshine thanked everyone who participated in Township Clean Up Day. The Health Department inquired about using the Township as a location for a drive-thru vaccination clinic, and the board members agreed that it was a good idea. Supervisor Blonshine reported that the Batting/Pitching Cage has been installed and will open May 17.

Board member reported on the Section 218 agreement that was discussed at the last meeting. She stated that the IRS had changed the laws back in 1991 so board members and part-time employees will continue to have Social Security and Medicare deducted from their pay.

CONSENT CALENDAR: Board member Campbell requested that the Water/Sewer Report be removed for discussion. Campbell informed the board that she has been working with the Water/Sewer Coordinator and the Water Operators to figure out why there is a difference between the gallons of water pumped and the gallons of water billed for. The Water/Sewer Coordinator stated that she believes the original curb stops that were never connected are leaking and that is the cause.

<u>FUND</u>	<u>CHECK NUMBERS</u>	<u>TOTALS</u>	<u>REPORTS</u>
Pooled Operating	#4851-4939	\$ 178,860.88	EMS Report
Trust & Agency Fund	#1074-1077	\$ 5,673.32	Water Dept. Report
Tax Account	#6750-6753	\$ 811.01	Minutes Regular Meeting
Payroll Check	#1760-1769	\$ 20,775.79	April 13, 2021
Direct Deposit/EFT		\$ 94,191.75	

Moved by Fitzpatrick second by Fleis to approve the Consent Calendar as presented. **Motion Carried.**

UNFINISHED BUSINESS:

A. Settlement Agreement with Residents at 4282 Vance Rd.

Supervisor Blonshine stated that the residents are asking for \$950.00 for the materials and labor they have spent to repair damage due to a water main break.

Moved by Campbell second by Fitzpatrick to approve the Settlement Agreement and Mutual Release of Claims between Blair Township and Joshua and Annette Send for \$950.00. **Yes:** Blonshine, Fleis, Kucera, Campbell, Fitzpatrick and Wolfgang. **No:** None. **Motion carried.**

B. Hourly Rate Increase for Maintenance Coordinator Position

Supervisor Blonshine stated that we received no resumes for the part-time Park maintenance position and two resumes for the Maintenance Coordinator position but the hourly rate is too low, she is asking to raise it to \$23.20 per hour.

Moved by Fitzpatrick second by Blonshine to increase the hourly rate for the Maintenance Coordinator position to \$23.20 per hour. **Yes:** Fleis, Kucera, Campbell, Fitzpatrick, Wolfgang and Blonshine. **No:** None. **Motion carried.**

NEW BUSINESS:

PUBLIC HEARING/S

- A. Special Use Case # SU/SPR 21-04-01 Action Water Sports** is requesting a Special Use/Site Plan review to establish a six-building storage facility for boats/marine vehicles on vacant property located at Nimrod Rd., Traverse City, MI 49685 Parcel #28-02-016-017-30.

Public Hearing opened at 6:28PM

There was no public comment.

The Zoning Administrator stated that this will be built right next to their existing storage buildings but will probably not go up as fast because of construction costs.

Public Hearing closed at 6:30PM

Moved by Wolfgang second by Fleis, to approve special use case #SP/SPR 21-04-01 as it meets the standards for approval Section 22.04 items A-G in the Blair Township Zoning ordinance and has been recommended for approval by the Planning Commission. **Yes:** Campbell, Kucera, Wolfgang, Fleis and Blonshine. **No:** None. **Abstain:** Fitzpatrick. **Motion Carried.**

- B. Junk Ordinance Amendment #118-05-21-01**

Public Hearing opened at 6:32PM

There was no public comment.

The Zoning Administrator stated that this amendment was recommended by the magistrate.

Public Hearing closed at 6:34PM

Moved by Campbell second by Kucera to approve Ordinance Amendment #118-05-21-01 as recommended by the Planning Commission. **Yes:** Blonshine, Campbell, Kucera, Fleis, and Wolfgang. **No:** None. **Abstain:** Fitzpatrick. **Motion Carried.**

C. Zoning Ordinance Amendment #104-05-21-01 to amend sections 10.06, 16.04, 23.04 and 2.02

Public Hearing opened at 6:35PM

There was no public comment.

The Zoning Administrator stated that these are just clean up items.

Public Hearing closed at 6:36PM

Moved by Campbell second by Fleis to approve Zoning Ordinance Amendment #104-05-21-01 to amend sections 10.06, 16.04, 23.04 and 2.02 regarding the use and standards for Area Bulk Requirements, Fences, Non-Conforming structures and Short-Term Rental definition as recommended by the Planning Commission. **Yes:** Kucera, Campbell, Blonshine, Wolfgang, and Fleis. **No:** None. **Abstain:** Fitzpatrick. **Motion Carried.**

D. Public Hearings 2021/2022 Proposed Budget

General Fund .7967 Mils Levied

Public Hearing opened at 6:39PM

There was no public comment.

Public Hearing closed at 6:40PM

EMS Fund 1.4489 Mils Levied

Public Hearing opened at 6:41PM

There was no public comment.

Public Hearing closed at 6:42PM

Fire/Police Fund 2.50 Mils Levied

Public Hearing opened at 6:42PM

There was no public comment.

Public Hearing closed at 6:43PM

Liquor Law Fund

Public Hearing opened at 6:43PM

There was no public comment.

Public Hearing closed at 6:44PM

Silver Lake Milfoil Fund

Public Hearing opened at 6:44PM

There were questions regarding the length of the Special Assessment.

Public Hearing closed at 6:47PM

Metro Act Fund

Public Hearing opened at 6:47PM

There was no public comment.

Public Hearing opened at 6:48PM

E. Michigan Par Plan

Paul Olson was in attendance and spoke regarding this year's premium and coverages.

F. Proposed Employee Handbook

Board member Wolfgang spoke regarding the Township attorney's suggested changes. It was suggested that wherever it refers to an alternate contact, that contact should be the Township Clerk. No action taken. Board member Wolfgang will bring a clean copy to the next meeting.

G. Code of Ethics and Conduct for Elected Officials and Members of Appointed Boards, Commissions and Committees

Moved by Wolfgang second by Fitzpatrick to approve the Blair Township Code of Ethics and Conduct for Elected Officials and Members of Appointed Boards, Commissions and Committees as presented. **Yes:** Blonshine, Wolfgang, Campbell, Fleis, Fitzpatrick and Kucera. **No:** None. **Motion carried.**

H. Policies 2021-01 through 2021-21

Board member Wolfgang spoke regarding the few minor revisions that had come up since these were discussed at budget time. She also had questions regarding the new policy #2021-21.

Moved by Wolfgang second by Fitzpatrick to adopt policies #2021-01 through #2021-20 and make revisions to policy #2021-21 to be brought back to the next meeting. **Yes:** Kucera, Campbell, Blonshine, Wolfgang, Fleis and Fitzpatrick. **No:** None. **Motion Carried.**

I. Resolution #2021-04 To Adopt Credit Card Policy

Moved by Blonshine second by Fleis to approve Resolution #2021-04 To Adopt Credit Card Policy pursuant to Public Act 266 of 1995. **Yes:** Kucera, Fleis, Campbell, Fitzpatrick, Blonshine and Wolfgang. **No:** None. **Motion carried.**

J. Resolution #2021-05 To Apply for Funding from Michigan Par Plan

Moved by Wolfgang second by Fleis to approve Resolution #2021-05 to Apply for funding from Michigan Par Plan for security cameras. **Yes:** Fitzpatrick, Campbell, Blonshine, Fleis, Wolfgang and Kucera. **No:** None. **Motion carried.**

K. Resolution #2021-06 To Apply for Funding from Michigan Par Plan

Moved by Fitzpatrick second by Blonshine to approve Resolution #2021-06 to Apply for funding from Michigan Par Plan for security lighting. **Yes:** Fleis, Wolfgang, Campbell, Kucera, Blonshine and Fitzpatrick. **No:** None. **Motion carried.**

L. General Fund Budget Amendment

Board member Wolfgang stated that this amendment needs to be made due to the \$5,000.00 grant from the Center for Technology and Civic Life and the \$2,000.00 grant received for the butterfly garden.

Moved by Blonshine second by Kucera to approve the budget amendment increasing the Donations Revenue line by \$7,000.00. **Yes:** Campbell, Kucera, Fleis, Wolfgang, Blonshine and Fitzpatrick. **No:** None. **Motion Carried.**

M. Approval to Proceed with Lockbox Service with Chase Bank

Emergency Services Director reported on the two options available and made his recommendation.

Moved by Fitzpatrick second by Blonshine to proceed with the lockbox service with Chase Bank utilizing the wholesale option. **Yes:** Fitzpatrick, Campbell, Blonshine, Fleis, Kucera, and Wolfgang. **No:** None. **Motion Carried.**

N. Declare MSA Thermal Imaging Camera and Charger as Surplus

Moved by Wolfgang second by Fleis to declare the MSA Thermal Imaging Camera and Charger as surplus and dispose of as it has no monetary value. **Motion carried.**

O. Declare RKI Eagle 4 Gas Monitor as Surplus

Motion by Fitzpatrick second by Blonshine to declare the RKI Eagle 4 Gas Monitor as surplus and dispose of as it has no monetary value. **Motion carried.**

P. Treasurer's Office Budget Amendment

Board member Campbell stated requested the following amendments be made to her budget.

Moved by Blonshine second by Fitzpatrick to credit 101-253-800.000 Other Services for \$500.00 and debit 101-253-960.000 Education. **Yes:** Kucera, Fleis, Wolfgang, Blonshine, Fitzpatrick and Campbell. **No:** None. **Motion carried.**

Moved by Blonshine second by Kucera to credit 101-253-740.000 Supplies for \$2,000.00 and debit 101-253-960.000 Education for the cost of two new computers. **Yes:** Campbell, Wolfgang, Fleis, Kucera, Blonshine and Fitzpatrick. **No:** None. **Motion carried.**

Q. Tax Delinquency Forgiveness – Jeff Campbell

Board member Campbell stated that the Campbells paid their taxes online and the bank guaranteed delivery by the date due. The Township did not receive the payment until after the date due, and the bill for penalties was turned over to the county. The Campbell's bank will reimburse them if they pay the bill, but it will not pay the Township. Campbell stated that her deputy has done extensive research to resolve this problem, but the fact is the bill is out there and someone has to pay it. There was discussion regarding how the Campbell's could have avoided this (ex. they could have paid it sooner) and how the board cannot control the postal service. Board member Campbell also stated for the record that she is not related to the Campbells.

Moved by Campbell second by Fleis to direct the Treasurer to inform the Campbells that the board has declined paying the delinquency due and refer them to their bank. **Yes:** Campbell, Blonshine, Fitzpatrick, Fleis, Wolfgang, and Kucera. **No:** None. **Motion Carried.**

R. Resolution #2021-07 to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the 2021 National Fitness Campaign

Motion by Fitzpatrick second by Wolfgang to approve Resolution #2021-07 to Adopt and Allocate Funds for an Outdoor Fitness Court as Part of the National Fitness Campaign. **Yes:** Fleis, Kucera, Campbell, Blonshine, Wolfgang and Fitzpatrick. **No:** None. **Motion Carried.**

Extended Public Input: Board member Campbell stated that next week is EMS appreciation week and since we won't be making the meals we usually make for the crews that Supervisor Blonshine has purchased gifts for them and if any board member would like to donate to see her.

Adjournment: 07:55PM.

Lynette Wolfgang

Clerk