

Approved Minutes

The regular monthly meeting of the Manistee Township Board was held on Thursday, January 12, 2023 at 7:00 p.m., at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Clerk Dianne Taylor, Treasurer Connie Jankwietz and Trustee Guy Finout. Also present were Zoning Administrator Karen Clouse, County Commissioner Jeff Dontz, Fire Chief Joe Cerka, Liquor Inspector Rick Clouse, Deputy Clerk Heather Taylor, Scott Fraley of the Manistee News Advocate, Ralph Carroll, Jill Witkowski, Doug Barry, and Barry Lind. Trustee John Dontz was absent.

Supervisor Dennis Bjorkquist called the meeting to order. All attending stood and recited the Pledge of Allegiance to the United States flag.

Minutes of the December 8, 2022 Manistee Township Board meeting, December 22, 2022 Public Hearing to consider the Establishment of a Commercial Rehabilitation District, and December 22, 2022 Special Board meeting were provided. Treasurer Jankwietz made the motion to approve the minutes as written, seconded by Trustee Finout. All in favor; motion carried.

Treasurer Jankwietz provided the Treasurer's report for the month of December 2022. The receipts were \$89,786.57; expenditures were \$48,672.05, leaving a balance of \$145,663.51 in the General Fund as of December 31, 2022. Treasurer's report was placed on file.

Manistee Township Planning Commission meeting minutes provided: November 2, 2022 Regular meeting; December 7, 2022 Public Hearing for an Application to Rezone Two Parcels; December 7, 2022 Public Hearing for a Special use Permit; and, December 7, 2022 Regular meeting.

Manistee Township Zoning Appeals Board minutes for the January 10, 2023 meeting were provided.

Doug Barry, Manager of Orchard Beach State Park, commented on behalf of the Friends of Orchard Beach State Park, that the DNR trust fund grant will provide them with a total of \$600,000.00 towards the playground project. He thanked Jeff Dontz and his crew for helping with a matching grant from the county. He thanked the Township for all their efforts with this project.

Manistee County Commissioner Jeff Dontz reported there was an organizational meeting held on January 3rd, and has been given the opportunity to serve as Chair for another two years. At the county board meeting on December 20th, Mike Machen the 911 director brought in Jessica Witkoski who was honored for talking someone through delivering a baby. Rachel Nelson, Treasurer and Chair of the Land Bank, has fourteen (14) parcels – nine (9) sold or donated with five (5) being very tiny or adjacent land; a \$200,000.00 blight elimination grant has also been applied for. A contract with Glenn Zaring for Code Enforcement was signed. The Sheriff's Department is looking for new snowmobiles and trailer. The new Airport Commissioner is George Becker. At the Land Bank, Julie Griffith was reappointed. Ralph Mortensen and Terry Bennett were appointed to the Library Board. Harold Beldo and Linda Cudney are on Parks and Recreation. Road commission members Phil Landis and Jeff Lawrence have terms ending December 31, 2028. Renee Mallison gave her annual report for the Conservation District. The Conservation District was voted as the best soil Conservation District in the state and Renee was voted best Director for Soil Conservation Districts in the state.

Zoning Administrator Clouse reported on the activity in the Zoning office for December. There were five (5) new written complaints. There was one (1) request for a zoning permit and six (6) requests for construction permits. Zoning Administrator Clouse stated the Planning Commission voted to keep their officers the same: Ed Seng as Chairman, Duke Edmondson as Vice Chair and Mike Willett as Secretary. The Zoning Board of Appeals met and voted to keep their officers the same: Barry Elder as Chairman and Stephen Dabrowski as Secretary. BiggBy has received their Certificate of Occupancy from the Building Department. There is no confirmed date to open as they are still going through the hiring process. The Planning Commission approved two site plans and two Special Use Permits at their meeting on January 4th. One project is for eight (8) storage unit buildings to be located at the corner of US31 and Kemmer Road and the other project is the Manistee Place Apartments, which are market-value apartments to be located on the parcel where the old Kennedy School is.

Fire Chief Joe Cerka reported thirty-one and a half (31.5) hours for activities for the month of December; six and a half (6.5) fire related runs, seventeen (17) medical runs, and eight (8) meeting/training sessions. This month they will be starting fluid changes on the trucks and continue to keep the apparatuses cleaned inside and washed. They continue to run air compressor every week for SCBA station. Still keeping the station clean. They have received the Hallagens and Axes sets. Received quotes for rope equipment and a battery powered type of Jaws. Still actively recruiting. Fit testing will be set up for February. The fire department was asked to do a joint ice rescue training with the City and Filer on February 25 and 26 for certification. Pictures have been taken for all personnel. Little River Casino will be making the ID's for the department.

Liquor Inspector Rick Clouse reported there were no violations or citations for the month of December.

Supervisor Bjorkquist gave a brief update on the township. The Manistee Township Department will be operating for 50 years this May. Jim Edmondson and Jack Dinsen have been there since day one and are still there.

Jill Witkowski from the Manistee Chamber of Commerce leadership group presented their project for the 2022/2023 class. This year the leadership participants are looking to make Lifejacket Loaner stations and install them around Manistee County. Jill presented to the board a request to put a lifejacket loaner station at the Bar Lake outlet next to Lake Michigan. The leadership participants will be seeking donations, sponsorships and volunteers to help with the project. Supervisor Bjorkquist requested additional time to review the project before commitment.

The Supervisor explained that historically, Manistee Township has had an annual agreement with Brown Township to provide fire protection for Brown Township. Treasurer Jankwietz made the motion to continue the Brown Township Fire and Medical Protection Contractual Agreement for 2023; Clerk Taylor seconded. All in favor; motion carried.

Resolution 2023-01 Emergency Medical Rescue Unit Purchase. It was moved by Treasurer Jankwietz and supported by Trustee Finout to approve Resolution 2023-01 to purchase a Fire Department Emergency Medical Rescue Unit. In a roll call vote, the following voted in favor: Trustee Finout, Treasurer Jankwietz, Clerk Taylor, Supervisor Bjorkquist. Voting against: None. Absent: Trustee Dontz. The Supervisor declared the resolution adopted.

Resolution 2023-01

Authorization to Purchase Fire Department Emergency Medical Rescue Unit

WHEREAS, The Township of Manistee recognizes the need to improve and maintain equipment for use by the Manistee Township Fire Department as the primary provider of emergency medical first responder and fire suppression services in the township; and

WHEREAS, there are funds available from a Local Revenue Sharing Grant in the amount of \$30,000.00 and Manistee Township ARPA funds to replace the current 1997 Chevrolet Suburban Medical Response Unit with a newer, appropriately equipped, Emergency Medical Response unit;

BE IT RESOLVED the Manistee Township Board authorizes the Township Supervisor to purchase a vehicle and all necessary add-on equipment required to equip the vehicle as an Emergency Medical Response Unit to be used by the Manistee Township Fire Department at an estimated cost of \$125,000.00 or less. The vehicle and necessary equipment will be paid for with the Local Revenue Sharing Grant and Manistee Township ARPA funds.

Treasurer Jankwietz made the motion to approve the resolution; Clerk Taylor seconded.

The motion was adopted in a roll call vote.

YEAS: Finout, Jankwietz, Taylor, Bjorkquist

NAYS: None

ABSENT: Dontz

The Supervisor declared the motion adopted.

Dianne Taylor
Manistee Township Clerk

I, Dianne Taylor, the duly elected Clerk of Manistee Township, do hereby certify the foregoing is a true and correct copy of the duly adopted resolution adopted at the regular meeting of the Manistee Township Board, and a true and correct copy is included in the January 12, 2023 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

Resolution 2023-02 2022 Election Reimbursement Grant. It was moved by Treasurer Jankwietz and supported by Trustee Finout to approve the grant submission. In a roll call vote, the following voted in favor: Treasurer Jankwietz, Clerk Taylor, Trustee Finout, Supervisor Bjorkquist. Voting against: None. Absent: Trustee Dontz. The Supervisor declared the resolution adopted.

Resolution 2023-02

Authorization to Apply for 2022 Election Reimbursement Grant

WHEREAS, The Township of Manistee recognizes the need to improve and maintain office equipment to provide for a timely and efficient election process for the residents of Manistee Township; and

WHEREAS, there may be funds available from the Michigan Department of State Bureau of Elections 2022 Election Security Grant Reimbursement program;

BE IT RESOLVED the Manistee Township Board authorizes the Township Clerk to complete the Reimbursement Claim Form for a new laptop and memory pack transfer bag at a cost not to exceed \$1,500.00.

Treasurer Jankwietz made the motion to approve the resolution; Trustee Finout seconded.

The motion was adopted in a roll call vote.

YEAS: Jankwietz, Taylor, Finout, Bjorkquist

NAYS: None

ABSENT: Dontz

The Supervisor declared the motion adopted.

Dianne Taylor
Manistee Township Clerk

I, Dianne Taylor, the duly elected Clerk of Manistee Township, do hereby certify the foregoing is a true and correct copy of the duly adopted resolution adopted at the regular meeting of the Manistee Township Board, and a true and correct copy is included in the January 12, 2023 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

The December bill payment detail was provided. Trustee Finout made the motion to pay the bills for December as provided and the January and February bills as they are received; Treasurer Jankwietz seconded the motion. All voted in favor; motion carried.

Manistee County MTA Meeting will meet in the Spring 2023.

Manistee Township Zoning Board of Appeals will meet on Tuesday, February 7, 2023 at 6:00 p.m. at the Manistee Township Hall (if there is an appeal).

Manistee Township Planning Commission will meet on Wednesday, February 1, 2023 at 9:00 a.m. at the Manistee Township Hall.

Next regular meeting of the Manistee Township Board will be held on Thursday, March 9, 2023 at 7:00 p.m. at the Manistee Township Hall, 410 Holden Street. NO meeting in February.

There being no further business or public comments to come before the Board, it was moved by Treasurer Jankwietz, seconded by Trustee Finout, to adjourn the meeting at 7:38 p.m. All voted in favor; motion carried.

Respectfully submitted,

Dianne Taylor
Manistee Township Clerk