

## Approved Minutes

The regular monthly meeting of the Manistee Township Board was held on Thursday, August 10, 2023 at 7:00 P.M. at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Clerk Dianne Taylor, Treasurer Connie Jankwietz, Trustee Guy Finout and Trustee John Dontz. Also present were Zoning Administrator Karen Clouse, Deputy Clerk Heather Taylor, Fire Chief Joe Cerka, Rick Clouse, Sandy Pelarski, Don Pelarski, James Eble, Doug Barry and Barry Lind. Absent was County Commissioner Jeff Dontz,

Supervisor Bjorkquist called the meeting to order. All attending stood and said the Pledge of Allegiance.

Minutes of the July 13, 2023 Regular Board Meeting, July 29, 2023 Special Board Meeting, August 3, 2023 Public Hearing, and August 3, 2023 Special Board Meeting were provided. Trustee Dontz made the motion to approve the minutes as written; Trustee Finout seconded. All in favor; motion carried.

The Treasurer's report for the month of July was provided. The receipts were \$3,420.06; expenditures were \$69,304.54, leaving a balance of \$256,598.30 in the General Fund at the end of July. The report was placed on file.

Manistee Township Planning Commission ~ June 28, 2022 Public Hearing, June 28, 2023 Special Meeting, June 28, 2023 Work Session, and July 12, 2023 Regular Meeting minutes were placed on file.

Manistee Township Zoning Board of Appeals did not meet.

Supervisor Bjorkquist asked if anyone had anything to bring before the board. James Eble would like to request copies of all zoning violations, enforcement actions and any resolutions of those violations from 9/1/22 to 8/31/23. He also asked Supervisor Bjorkquist if he was related to David Solberg or had any business transactions or current business dealings with David Solberg

County Commissioner Jeff Dontz was absent.

Zoning Administrator Karen Clouse reported on the activity in the Zoning Department for July. There were two (2) new written complaints, and eleven (11) requests for construction permits. The Planning Commission is discussing a short-term rental ordinance again. Swidorski Bros. had demolished three of the smaller buildings at the Gunia property on Veterans Oak Grove Drive. By resolution, the Township Board approved a Commercial Rehabilitation Exemption Certificate application for Riley Apartments, LLC located at 610 E. Parkdale Ave. The packet goes to the State Tax Commission for review. Site preparation has begun for the Culver's project; the demolition permit application is waiting for utility disconnect and asbestos abatement certification letters.

Fire Chief Joe Cerka reported there were twenty-six (26) Medical, seven (7) Fire, three (3) Lift Assist calls. The fire department participated in the Fourth of July parade, Rolling Thunder at the Casino, and attended the open house for tribal housing. They are keeping the station clean

and have changed the light bulbs. One Jaws equipment demonstration is scheduled in August and am reaching out to two other companies. The department is actively recruiting. Chief Cerka can't thank the firefighters/EMS enough for their time and commitment. They performed training on the pumps for the trucks, water rescue on the Big Manistee River, and CPR training for the recertifications. They had to postpone the open house for the 50 years celebration; they expect to set a new date at the next meeting. Culvers received an okay for their lock box. Supervisor Bjorkquist expressed his thanks to the Firefighters and EMS crews.

Liquor Inspector Rick Clouse stated all establishments were in compliance.

Supervisor Bjorkquist gave an update on the Township. Polen and Suida Road repairs have moved to the end of August. He asked the board to submit their request for any road projects for the board to consider for next year. The Manistee County Road Commission would like them by the 21<sup>st</sup> of this month. Household Hazardous Waste disposal is scheduled on August 19, 2023 at the road commission. Be careful going through town.

Doug Barry from Friends of Orchard Beach State Park provided update on the \$300,000.00 grant received from the DNR Trust Fund. They are very excited about the grant coming to the community. This will be a unique playground at the state park as it will be usable by all ages with the historic theme and will be universally accessible.

Trustee Dontz made the motion to approve Resolution 2023-11, Approve MI DNR Development Project Agreement for Orchard Beach State Park Day-Use Playground Project No. TF-220085; seconded by Treasurer Jankwietz. In a roll call, those voting in favor were: Dontz, Finout, Jankwietz, Taylor, Bjorkquist. Those voting against: None. Supervisor Bjorkquist declared the motion carried.

### **Resolution 2023-11**

Resolution 2023-11 To Approve Michigan Department of Natural Resources Project Agreement for Orchard Beach State Park Day-Use Playground Project No. TF-220085

Upon a motion made by Trustee Dontz, seconded by Treasurer Jankwietz, the following Resolution was adopted:

“RESOLVED, that the Township of Manistee, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Manistee Township Board of Trustees does specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide three hundred thousand (\$300,000.00) dollars to match the grant authorized by the Michigan Department of Natural Resources.

2. To maintain satisfactory financial accounts, documents, and records to make them available to the Michigan Department of Natural Resources for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

The aye votes were: J. Dontz, G. Finout, C. Jankwietz, D. Taylor, D. Bjorkquist

The nay votes were: None

STATE of MICHIGAN    )  
  ) ss

COUNTY OF MANISTEE)

I, Dianne Taylor, Clerk of the Township of Manistee, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the Manistee Township Board of Trustees at a meeting held on Thursday, August 10, 2023.

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Dianne Taylor  
Manistee Township Clerk  
August 10, 2023

Treasurer Jankwietz made the motion to enter into contract with Sanders & Czapski Associates, PLLC; seconded by Trustee Dontz. Sanders & Czapski Associates, PLLC will be coordinating some of the grant requirements for the State Park Project. In a roll call, those voting in favor were: Finout, Jankwietz, Taylor, Dontz, Bjorkquist. Those voting against: None. Supervisor Bjorkquist declared the motion carried.

Trustee Dontz made a motion to approve Resolution 2023-12 Approve Treasurer’s request to Deposit & Withdraw Fund Dollars at Local Banks; seconded by Trustee Finout. In a roll call, those voting in favor were: Jankwietz, Taylor, Dontz, Finout, Bjorkquist. Those voting against: None. Supervisor Bjorkquist declared the motion carried.

**RESOLUTION TO APPROVE TREASURER’S REQUEST TO  
DEPOSIT AND WITHDRAW FUND DOLLARS AT LOCAL BANKS  
Resolution #2023-12**

**WHEREAS**, the Township of Manistee, a Michigan Municipality, 410 Holden Street, Manistee, Michigan 49660 invests funds in Certificates of Deposit at local financial institutes and deposits into and withdraws from checking, savings, money market, and bond fund accounts.

**WHEREAS**, the Township of Manistee currently uses PNC, Huntington National Bank, West Shore Bank, Shelby State Bank, Filer Credit Union, 4 Front Credit Union, Honor State Bank and West Michigan Credit Union.

**WHEREAS**, the Township will have at least three signatures on file for each of the Certificates of Deposit and deposit accounts. Any two signatures will be needed to complete withdrawal or transfer transactions. At least two of the three signatures on file will be Manistee Township Board Members and the other may be either a Manistee Township Board Member or a Deputy of a Manistee Township Board Member.

**NOW, THEREFORE, BE IT RESOLVED** that the Manistee Township Board authorizes the Manistee Township Treasurer to deposit General Fund dollars into any and all financial institutes listed above.

\_\_\_\_\_  
**Dennis R. Bjorkquist, Manistee Township Supervisor**

\_\_\_\_\_  
**Dated**

\_\_\_\_\_  
**John M. Dontz, Manistee Township Trustee**

\_\_\_\_\_  
**Dated**

\_\_\_\_\_  
**Dianne Taylor, Manistee Township Clerk**

\_\_\_\_\_  
**Dated**

\_\_\_\_\_  
**Guy Finout III, Manistee Township Trustee**

\_\_\_\_\_  
**Dated**

Upon a roll call vote, the following voted:

Yeas: Jankwietz, Taylor, Dontz, Finout, Bjorkquist      Nays: None      Absent: None  
Supervisor Bjorkquist declared the resolution adopted.

I, Dianne Taylor, the duly appointed and acting Clerk of Manistee Township do hereby certify that the foregoing is a true and correct copy of the duly adopted resolution at the regular meeting of the

**Manistee Township Board**, and a true and correct copy is included in the **August 10, 2023** Manistee Township Board Minutes.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Dianne Taylor, Manistee Township Clerk**

Treasurer Jankwietz requested the minutes reflect that she will be opening a new bank account for the Orchard Beach State Park Day-Use Playground to receive funds and pay expenses; the funds in the account will only be for this project.

The July bill payment schedule was provided. Trustee Dontz made the motion to pay the bills for July as provided and the incoming bills as they are received; Trustee Finout seconded the motion. All in favor; motion carried.

**Manistee County MTA Meeting will meet Wednesday, August 23, 2023 at 7:00 p.m. at the Pleasanton Township Hall, 8958 Lumley Road, Bear Lake, MI 49614.**

**Manistee Zoning Board of Appeals will meet on Tuesday, September 5, 2023 at 6:00 p.m. at the Manistee Township Hall, if there is an appeal.**

**Manistee Township Planning Commission is scheduled to meet Wednesday, September 6, 2023 at 9:00 a.m. at the Manistee Township Hall.**

**Next regular meeting of the Manistee Township Board will be held on Thursday, September 14, 2023 at 7:00 p.m. at the Manistee Township Hall, 410 Holden Street.**

There being no further business or public comment to come before the Board, it was moved by Clerk Taylor, seconded by Trustee Dontz, to adjourn the meeting at 7:23 PM. All in favor; motion carried.

Respectfully submitted,

Dianne Taylor  
Manistee Township Clerk