

Approved Minutes

The regular monthly meeting of the Manistee Township Board was held on Tuesday, November 10, 2020 at 7:00 P.M., at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Trustee Guy Finout, Trustee John Dontz, Treasurer Connie Jankwietz, and Clerk Dianne Taylor. Also present were Fire Chief Chuck Barron, Captain Sam Koscinski, Deputy Clerk Karen Clouse, Liquor Inspector Rick Clouse, Matt McShane, Deb Mowry, and Bob Meyers. County Commissioner Jeff Dontz was absent.

Supervisor Bjorkquist called the meeting to order. All attending stood and opened with the pledge of allegiance.

Minutes of the October 1, 2020 Special Board Meeting and the October 8, 2020 Manistee Township Board meeting were provided. Treasurer Jankwietz made the motion to approve both sets of minutes; seconded by Trustee Dontz. All in favor; motion carried.

Treasurer Jankwietz provided the Treasurer's report for the month of November. The receipts were \$78,184.69; expenditures were \$74,830.75, leaving a balance of \$92,027.00 in the General Fund as of November 2020. Treasurer's report was placed on file.

Manistee Township Planning Commission ~ Approved October 7, 2020 minutes not available yet.

Manistee Township Zoning Board of Appeals did not meet.

In public comment, Matt McShane addressed the Board, inquiring on the status of the ORV Ordinance. Supervisor Bjorkquist stated a draft of the Ordinance is at the Township attorney office for review. Mr. McShane introduced Bob Meyers who worked with Grant Township on an ORV ordinance. Supervisor Bjorkquist requested Mr. Meyers contact information for further input and review of a draft ORV Ordinance for Manistee Township

Manistee County Commissioner's report was not available.

Trustee Finout, as Zoning Administrator, reported on the activities in the Zoning Department for November. There were no new complaints. Zoning Administrator Finout stated a court date has been set for November 17, 2020 in the 85th District Court for the civil infraction citation that was served to the property owner operating a short-term rental in the Mar Lawn Heights area. There were four (4) requests for zoning permits and twenty-nine (29) requests for construction permits. Zoning Office Assistant K. Clouse has been extremely busy in the Building Department. Zoning Administrator Finout has been working with the Township Attorney on the special land use permit

language for Memory Lane Detailing. Zoning Administrator Finout is also working with the Tribe on a sewer agreement amendment and, with the City of Manistee to update ordinances for the sewer and water agreement. A discussion ensued on the language of the City agreement regarding what the determining factor is to be connected to the City sewer; 200 feet from the structure or 200 feet from the property line.

Fire Chief Chuck Barron reported on the activity at the Fire Department. There were four (4) fire runs, six (6) medical runs, and four (4) meetings and/or training sessions. 131 Replacement is being put together and should be ready by the first of December. Hose testing has been postponed until spring. There was an odor complaint at the fire hall that turned out to be an issue with the overhead door; it was fixed the next day. Fire Department personnel have been fitted for turnout gear and should receive it within 12 to 14 weeks. Driver's training with the City of Manistee and Eastlake is ongoing. Supervisor Bjorkquist thanked the firefighters for all of their hard work.

Liquor Inspector Rick Clouse gave the report for November. The Heathlands and Insta Launch are closed for the season and all other establishments are in compliance.

Supervisor Bjorkquist gave an update on the Township. The culvert at Bar Lake outlet is plugged and he will be meeting with MCRC to discuss options to resolve this issue. The Township will need to update their Recreational Plan before the first of February. There has been a lot of construction activity at Orchard Beach State Park as they prepare to move the shelter house to its new location. Supervisor Bjorkquist was involved in a ZOOM meeting regarding plans for and procedures during the M55 bridge closure. One of the changes is a new ambulance service for Munson Hospital – Manistee effective December 1, 2020. Supervisor Bjorkquist also stated if the COVID19 virus cases continue to rise, the Board may have to resume their meetings virtually.

Prior to Clerk Taylor presenting the Election report, Supervisor Bjorkquist took the opportunity to personally thank the office staff for all of the hard work they put into the election. Supervisor Bjorkquist stated they spent many hours to make sure every person who wanted a ballot received a ballot and the Township is very lucky to have them.

Clerk Taylor presented the November Election report stating this is the largest election the Township has seen with a 69.3% voter turnout. 1,287 Absent Voter Ballots were issued, which is also a new record. Clerk Taylor reported 367 voters came in person to vote early or pick up their ballots within ten (10) days of the election. Clerk Taylor thanked her staff and election inspectors by saying what a fantastic job they did.

Trustee Dontz made the motion to accept Frank Post as a probationary member to the Manistee Township Fire Department; seconded by Clerk Taylor. Finout, Dontz, Taylor, and Bjorkquist voted yea; Jankwietz voted nay. Motion carried.

Zoning Administrator Guy Finout has tendered his letter of resignation as Zoning Administrator effective December 31, 2020. Trustee Finout will remain with the

Township as a trustee and has offered his knowledge to the zoning office on a consulting basis. Acceptance of his letter of resignation will leave a void in the Zoning Department. Supervisor Bjorkquist thanked Zoning Administrator Finout for his many years of hard work and dedication to the Township. Trustee Dontz made the motion to hire Karen Clouse as Zoning Administrator effective January 1, 2021; seconded by Trustee Finout. In a roll call vote, those voting in favor were: Finout, Dontz, Jankwietz, Taylor, Bjorkquist. Those voting against: None. Supervisor Bjorkquist declared the motion carried.

Treasurer Jankwietz made the motion to enter into the Automatic Aid Agreement with the Township of Onekama; seconded by Trustee Dontz. All voted in favor; motion carried.

Supervisor Bjorkquist presented the Board with the renewal of the Manistee County Fire Departments Mutual Aid Agreement for review. Fire Chief Barron explained that the agreement would allow any of the Fire Departments within Manistee County to cover each other when in need of additional assistance. Trustee Dontz made the motion to enter into the Manistee County Fire Departments Mutual Aid Agreement; seconded by Trustee Finout. All voted in favor; motion carried.

The Board Members received a draft of the proposed Township calendar for 2021. The Planning Commission has moved their meetings from the first Wednesday of the month at 7:00pm to the first Thursday of the month at 9:00am. A request was also made to move the Township Board November meeting from Thursday, November 11 to Tuesday, November 9, 2021. Any other changes should be conveyed to the Clerk as soon as possible. The final calendar will be approved at the December meeting.

The October bill payment schedule was provided. Trustee Dontz made the motion to pay the bills for October as provided and the November bills as they are received; Treasurer Jankwietz seconded the motion. Motion carried.

Manistee County MTA Meeting will be held in the Spring.

Manistee Zoning Board of Appeals will meet **Tuesday, December 1, 2020 at 6:00 P.M.** at the **Manistee Township Hall**, *for their annual meeting.*

Manistee Township Planning Commission is scheduled for **Wednesday, December 2, 2020 at 7:00 p.m.** at the **Manistee Township Hall**.

Next regular meeting of the Manistee Township Board will be held on **Thursday, December 10, 2020 at 7:00 P.M.** at the Manistee Township Hall, 410 Holden Street.

Supervisor Bjorkquist reminded everyone to check the garbage schedule for the Thanksgiving holiday and to check the board at the Hall for the hours for the week of the Thanksgiving. Please check your smoke detectors, hunt safely, stay safe and healthy.

There being no further business or public comments to come before the board, it was moved by Trustee Dontz, seconded by Clerk Taylor, to adjourn the meeting at 7:55 P.M. All in favor; motion carried.

Respectfully submitted,

Dianne Taylor
Manistee Township Clerk