

Approved Minutes

The regular monthly meeting of the Manistee Township Board was held on Thursday, February 11, 2021 at 7:00 p.m. at the Manistee Township Hall. Board members present were Supervisor Dennis Bjorkquist, Treasurer Connie Jankwietz, and Clerk Dianne Taylor. Trustee John Dontz and Trustee Guy Finout were absent. Also present were Fire Chief Chuck Barron, Captain Sam Koscinski, Zoning Administrator Karen Clouse, Liquor Inspector Rick Clouse, Rob Carson, Dan Revolt, and Bill Schoedel.

Supervisor Dennis Bjorkquist called the meeting to order. All attending stood and said the pledge of allegiance.

Minutes of the January 19, 2021 Manistee Township Board meeting were provided. Treasurer Jankwietz made the motion to approve the minutes as written, seconded by Clerk Taylor. All in favor; motion carried.

Treasurer Jankwietz provided the Treasurer's report for the month of January. The receipts were \$62,399.33, expenditures were \$78,055.50, leaving a balance of \$65,847.80 in the General Fund as of January 31, 2021. The report was placed on file.

The meeting minutes from the Manistee Township Planning Commission from November 4, 2020 and the December 9, 2020 work session minutes were placed on file.

Manistee Township Zoning Board of Appeals did not meet.

There were no public comments at this time.

Manistee County Commissioner's report was not available due to Commissioner Dontz's absence.

Karen Clouse, Zoning Administrator, reported on the activity in the Zoning office. There were no new complaints. There was one (1) land use permit issued, six (6) requests for construction permits, and four (4) re-inspections. Work continues on the Master Plan. The Manistee Township Planning Commission met and Duane Anderson continues as Chair, Ed Seng as Vice-Chair, and Mike Willett as Secretary.

Fire Chief Barron reported seventeen (17) training/meeting sessions, nine (9) fire runs, and twenty-six (26) medical runs. Cold water /cold water immersion training was completed as well as vehicle extraction training during the month of January. D.O.T. inspections are scheduled for February 17th. The ISO insurance rating has been upgraded to 4/4Y. Residents should check with their insurance company to see if an additional discount is available on their insurance policies. Supervisor Bjorkquist expressed his thanks to all of the firefighters for their hard work.

Liquor Inspector Rick Clouse stated there were no violations or citations for the month of January.

Supervisor Bjorkquist gave a brief update on the township. The construction on the M-55 bridge project is going as scheduled. The ORV ordinance is complete and will be discussed at the April Township Board Meeting. Revenue Sharing Board grant application deadline is March 5th

at 5:00 p.m. Supervisor Bjorkquist had the privilege to deliver some of the Manistee Township Fire Department surplus/out of service gear to the Iron Mountain Fire Department, and they were extremely grateful for the donation.

Treasurer Jankwietz moved and was supported by Clerk Taylor to adopt Resolution 2021-05 allowing local residents to protest to the Board of Review in writing in 2021. In a roll call vote, those voting in favor were: Taylor, Jankwietz, and Bjorkquist. Those voting against: None. Absent: Dontz and Finout. The resolution was declared adopted.

Resolution 2021-05

Resolution to Allow Local Residents to Protest to Board of Review in Writing in 2021

WHEREAS, the General Property Tax Act, MCL 211.30(4) states that, when appealing to the Board of Review, “a nonresident taxpayer may file his or her appearance, protest, and papers in support of the protest by letter, and his or her personal appearance is not required”; and

WHEREAS, MCL 211.30(8) states that “The governing body of the township or city may authorize, by adoption of an ordinance or resolution, a resident taxpayer to file his or her protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent. If that ordinance or resolution is adopted, the township or city shall include a statement notifying taxpayers of this option in each assessment notice under section 24c and on each notice or publication of the meeting of the board of review”; and

WHEREAS, under the Open Meetings Act, MCL 15.263a, a meeting of a public body may be held electronically through March 30, 2021, and “a public body may use technology to facilitate typed public comments during the meeting submitted by members of the public participating in the meeting that may be read to or shared with members of the public body and other participants to satisfy the requirement under this subsection that members of the public be heard by others during the electronic meeting and the requirement under section 3(5) that members of the public be permitted to address the electronic meeting”;

THEREFORE BE IT RESOLVED that, in order to ease the burden on taxpayers, the assessor and the Board of Review, and to ensure that all taxpayers have an equal opportunity to be heard by the Board of Review in 2021, the Manistee Township Board hereby resolves, according to provisions of MCL 211.30(8) of the General Property Tax Act, that the Board of Review shall receive letters of protest regarding assessments from resident taxpayers from the first Tuesday in March until it adjourns from the public hearings for which it meets to hear such protests during 2021.

Letters from both residents and nonresidents may include those submitted by handwriting, typewriting, and in a chat or Q & A option provided by the Board of Review if an electronic meeting service is used.

All notices of assessment change and all advertisements of board of review meetings must include a statement that the resident taxpayers may protest by letter to the board.

The foregoing resolution offered by Board Member Jankwietz

Second offered by Board Member Taylor

Upon roll call vote the following voted:

Yes: Taylor, Jankwietz, Bjorkquist

No: None

Absent: Dontz, Finout

The Supervisor declared the resolution adopted.

Dianne Taylor, Clerk

Date: February 11, 2021

Treasurer Jankwietz moved and was supported by Clerk Taylor to adopt Resolution 2021-06 approving grant submission for a Fire Department Battery-operated Tool Package. In a roll call vote, those voting in favor were: Jankwietz, Taylor, and Bjorkquist. Those voting against: None. Absent: Dontz and Finout. The resolution was declared adopted.

Resolution No. 2021-06

A Resolution Approving Grant Submission for Fire Department Battery-Operated Tool Package

WHEREAS, The Township of Manistee recognizes the need for supplying the Fire Department with the necessary equipment to protect township residents and firefighters, and to help with rescuing an entrapped victim, gain access quickly on a scene or to a downed firefighter on an incident; and,

WHEREAS, there may be funding available through the Manistee Local Revenue Sharing Board - Cycle 2021-I that would allow for the purchase of a Battery-Operated Tool Package consisting of a DeWalt Reciprocating Saw, DeWalt Blower & Chain Saw Combo Kit, DeWalt Cordless Grinder & Cut-Off Tool Combo Kit, and a Morse Fire Rescue Saw Blades Pack; therefore,

BE IT RESOLVED the Manistee Township Board approves the submission of a grant application to the Manistee Local Revenue Sharing Board for the purchase of a Battery-Operated Tool Package to be used by the Manistee Township Fire Department. The grant request is for \$2,230.00. Reduced funding would prevent the equipment from being purchased.

Jankwietz made the motion to approve the resolution, Taylor seconded.

Yeas: Jankwietz, Taylor, Bjorkquist

Nays: None

Absent: Dontz, Finout

Motion declared adopted.

I, Dianne Taylor, the duly appointed and acting 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 February 11, 2021 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

Clerk Taylor moved and was supported by Treasurer Jankwietz to adopt Resolution 2021-07 approving grant submission for a Fire Department Rapid Intervention Kit 4500psi. In a roll call vote, those voting in favor were: Taylor, Jankwietz, and Bjorkquist. Those voting against: None. Absent: Dontz and Finout. The resolution was declared adopted.

Resolution No. 2021-07

A Resolution Approving Grant Submission for Fire Department Rapid Intervention Kit 4500psi

WHEREAS, The Township of Manistee recognizes the need for the Fire Department to have the necessary equipment to protect township residents and firefighters, and for the firefighters to be able to rescue a downed/entrapped firefighter in a structure; and,

WHEREAS, there may be funding available through the Manistee Local Revenue Sharing Board - Cycle 2021-I that would allow for the purchase of a Rapid Intervention Kit 4500psi (to be used with East Lake Fire Department) thereby replacing the current RIP Kit 2216psi, which would then be used by the Onekama and Norman Fire Departments; therefore,

BE IT RESOLVED the Manistee Township Board approves the submission of a grant application to the Manistee Local Revenue Sharing Board for the purchase of a Rapid Intervention Kit 4500psi to be used by the Manistee Township Fire Department. The grant request is for \$8,800.00. Reduced funding would prevent the equipment from being purchased.

Taylor made the motion to approve the resolution, Jankwietz seconded.

Yeas: Taylor, Jankwietz, Bjorkquist

Nays: None

Absent: Dontz, Finout

Motion declared adopted.

I, Dianne Taylor, the duly appointed and acting 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 February 11, 2021 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

Clerk Taylor moved and was supported by Treasurer Jankwietz to adopt Resolution 2021-08 approving grant submission for Fire Department Appliances/Adapters. In a roll call vote, those voting in favor were: Jankwietz, Taylor, and Bjorkquist. Those voting against: None. Absent: Dontz and Finout. The resolution was declared adopted.

Resolution No. 2021-08

A Resolution Approving Grant Submission for Fire Department Appliances/Adapters

WHEREAS, The Township of Manistee recognizes the need for the Fire Department to have the necessary equipment to protect township residents and firefighters, and for the firefighters to be able to increase water flow and maximize efficiency at an incident; and,

WHEREAS, there may be funding available through the Manistee Local Revenue Sharing Board - Cycle 2021–I that would allow for the purchase of two (2) Storz Low Profile Ball Intake Valves and three (3) 30 Degree Elbows to provide incident flexibility; therefore,

BE IT RESOLVED the Manistee Township Board approves the submission of a grant application to the Manistee Local Revenue Sharing Board for the purchase of the requested Storz valves and adapters. The grant request is for \$3,900.00. Reduced funding would prevent the equipment from being purchased.

Taylor made the motion to approve the resolution, Jankwietz seconded.

Yeas: Jankwietz, Taylor, Bjorkquist

Nays: None

Absent: Dontz, Finout

Motion declared adopted.

I, Dianne Taylor, the duly appointed and acting 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 February 11, 2021 Manistee Township Board Minutes.

Dianne Taylor
Manistee Township Clerk

Rob Carson of Networks Northwest spoke to the Board in regards to creating a Manistee County-Wide Parks and Receptions Plan, which the State of Michigan requires to be updated every 5 years instead of 10 years. Manistee County has requested Networks Northwest to facilitate the updating of the Manistee County-Wide Park and Recreation Plan. Treasurer Jankwietz moved and was supported by Clerk Taylor to adopt Resolution 2021-09 to support an Update of the Manistee County-Wide Park and Recreation Plan. In a roll call vote, those voting in favor were: Jankwietz, Taylor, and Bjorkquist. Those voting against: None. Absent: Dontz and Finout. The resolution was declared adopted.

Resolution No. 2021-09

A Resolution Supporting an Update of the Manistee County-Wide Park and Recreation Plan

WHEREAS, the State of Michigan Department of Natural Resources has established a standard process for municipal governments to follow to receive State approval of a locally developed Park and Recreation Plan; and

WHEREAS, the State of Michigan Department of Natural Resources requires that a locally developed Park and Recreation Plan meet State guidelines and approval to be eligible for grant funding through the Natural Resources Trust Fund; and

WHEREAS, the Manistee County Recreation Commission in conjunction with the Manistee County Planning Department and Networks Northwest are leading a process to update the 2016-2021 Manistee County-Wide Park and Recreation Plan that will meet the requirements and approval of the State of Michigan Department of Natural Resources; and

WHEREAS, The Michigan Department of Natural Resources requirements met by the Manistee County-Wide Park and Recreation Plan will accomplish the same for each participating municipality within Manistee County, thereby updating a total of 21 approved plans under the umbrella of the County-Wide Plan; and

WHEREAS, Manistee Township recognizes the significant and positive impact that recreation presents to Manistee County and all local municipalities contained within; and

WHEREAS, the development, improvement and creation of recreational sites and assets provides opportunities for increased tourism and recreation site participation, in addition to these sites' contribution to the development of a sense of community and improved health; and

WHEREAS, support and participation within the planning process requires a \$1,000.00 contribution; and

WHEREAS, Manistee Township recognizes that the County-Wide Park and Recreation Plan will provide a mix of stakeholder and local official input throughout the process to update required information, goals and the action program; and

NOW THEREFORE BE IT RESOLVED that Manistee Township supports the development of the Manistee County-Wide Park and Recreation Plan and seeks to participate throughout the process, and subsequently adopting said plan if it meets the intent and desire of the residents of Manistee Township.

Dennis R. Bjorkquist, Supervisor

Dianne Taylor, Clerk

Date

Date

Mason-Lake Conservation District has requested support for the Household Hazardous Waste/Clean Sweep Day on August 21, 2021 at a cost of \$1,450.00. Treasurer Jankwietz made the motion to sign the agreement to participate at a cost of \$1,450.00; seconded by Clerk Taylor. All in favor; motion carried.

Supervisor Bjorkquist noted the audit report for fiscal year ending June 30, 2020 has been completed without any problems and is a clean audit.

The January bill payment detail has been provided. Treasurer Jankwietz made the motion to pay the bills as provided and as received; Clerk Taylor seconded the motion. All in favor; motion carried.

Manistee County MTA Meeting will not meet until Spring, 2021.

Manistee Township Board of Review will meet on Tuesday, March 2, 2021 at 5:00 p.m. at the Manistee Township Hall for an Organizational Meeting. (No appeals will be heard).

Manistee Township Zoning Board of Appeals will meet Tuesday, March 2, 2021 at 6:00 p.m. at the Manistee Township Hall (if there is an appeal).

Manistee Township Planning Commission is scheduled for **Wednesday, March 3, 2021 at 9:00 a.m. at the Manistee Township Hall.**

Manistee Township Board of Review will meet on **Tuesday, March 9, 2021 from 2:00 p.m. to 5:00 p.m. and 6:00 p.m. to 9:00 p.m. and on Wednesday, March 10, 2021 from 9:00 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m. at the Manistee Township Hall to hear appeals.**

Next regular meeting of the **Manistee Township Board** will be held **on Thursday, March 11, 2021 at 7:00 PM at the Manistee Township Hall, 410 Holden Street.**

There being no further business or public comments to come before the board, it was moved by Treasurer Jankwietz, seconded by Clerk Taylor to adjourn the meeting at 7:37 p.m. All in favor; motion carried.

Respectfully submitted,

Dianne Taylor
Manistee Township Clerk