**Green Lake Township Board Meeting**

**Minutes**

**May 14, 2024**

**CALL TO ORDER**: Called to order at 5:30 p.m. by Supervisor Radtke.

**ROLL CALL**: Radtke, West, Kramer, Marek, Bieganowski, McDonald and Biondo.

Radtke reminded the audience to turn cellphones to vibrate or mute.

**PLEDGE**: Was recited.

**APPROVAL OF AGENDA**:

**Motion by Kramer, Supported by Marek to approve the agenda as presented. Motion Carried Unanimously, voice vote.**

**APPROVAL OF CONSENT AGENDA:**

Radtke polled the audience, staff, and members to see if any item needs to be removed from the Consent Agenda. Bieganowski asked that the Treasurers report be pulled and added to new business under salary resolutions. **Motion by West, Supported by Marek, to approve the Consent Agenda as amended. Roll Call Vote: Bieganowski – yes,**

**West – yes, Marek – yes, Kramer – yes, McDonald – yes, Biondo – yes, Radtke – yes. Motion Carried 7-0.**

**DECLARATION OF CONFLICT OF INTEREST:**

None on this date.

**REPORTS:**

Deputy Noffke was not in attendance.

**EMERGENCY SERVICES:**

Chief Case was unable to attend; he was on scene of a wildfire.

**ZONING REPORT:**

Isaac Entz, Zoning & Assessing Assistant had no further information to report, written report in packet.

**SUPERVISOR’S REPORT:**

Supervisor Radtke reported the Township roof project has been completed and inspected, he discussed a meeting he had regarding the Drain Commissioners office operating the Duck Lake dam, they would like the Township to take this back. Supervisor Radtke also presented the board with an updated road project list from Grand Traverse Road Commission.

**CLERK’S OFFICE:**

None on this date.

**ROAD COMMISSION**:

No representative available for this report.

**PUBLIC COMMENT:**

Greg Caskie, Sr. 11717 US31

Mr. Caskie is concerned with the new round about slated to be installed at U.S. 31 and J. Maddy Parkway. In his opinion, the roundabout is not going to be big enough to handle the large trucks that pass through that intersection on a daily basis. He feels it is not going to work.

Calvin Wilson 8832 South Road

Mr. Wilson brought to the attention of the board that there is a tree with dead branches above the playground at Memorial Park that should be removed. The bolts on the top of the big slide are sticking up and need to be repaired. Thank you for the FOIA information. He has concerns with the Township getting packed with a bunch of friends, he hopes everything stays fair. Supervisor Radtke added he is willing to meet with Mr. Wilson anytime he would like to discuss his concerns.

Scot Richards 11802 Fredmar Drive

Mr. Richards does not recommend early voting. He suggested two movies for everyone to view.

**PUBLIC COMMENT CONTINUED:**

Emily Umbarger 3295 Gonder Road

Ms. Umbarger thanked the board for the work they do for the Township. She addressed her concerns regarding the intersection of Gonder Road and Riley Road. She was not happy with the pass the buck situation she witnessed between the Township and the G.T. County Road Commission regarding who oversees road safety. She wants to encourage the said leaders of the Township to be on board with any type of stop signs or signs that will help protect the citizens’ safety.

**POSTPONED BUSINESS:**

**Nuisance Ordinance #05142024.10 Revision:**

Supervisor Radtke discussed the written change recommendations to the nuisance ordinance from Township Attorney, Bryan Graham. **Motion by Bieganowski, Supported by McDonald to adopt Nuisance Ordinance #05142024.10 with the changes recommended by Township Attorney, Bryan Graham. Roll call vote: McDonald – yes, West – yes, Marek- yes, Biondo – yes, Bieganowski – yes, Kramer – yes, Radtke – yes. Motion carried 7-0.**

**NEW BUSINESS:**

**AED’s For Memorial Park:**

Clerk Kramer presented a request to the board for two (2) AED and two (2) indoor/outdoor cabinets with internet, fan, alarm and heater to be installed at Memorial Park, one near the fitness Court and one near the pickleball courts, at a cost of $3,393.58 for the AED units and $2,080.00 for the indoor/outdoor cabinets for a total cost of $5,473.58. Units will be monitored/checked by Chief Case and the Township Maintenance Department. **Motion by Kramer, Supported by Marek to approve purchasing two (2) AED units and two (2) indoor/outdoor cabinets to be installed at Memorial Park in the amount of $5,473.58 with funds coming out of the park supply budget. Roll call vote: Kramer – yes, Bieganowski – yes, Biondo – yes, West – yes, Marek – yes, McDonald – yes,**

**Radtke – yes. Motion carried 7-0.**

**NEW BUSINESS CONTINUED:**

**Lot Consolidation Request – Cathedral Avenue:**

Isaac Entz, Zoning & Assessing Assistant gave an overview of the lot consolidation request which is for the purpose of resolving a setback issue. Trustee Bieganowski stated this is the first lot consolidation request under our new legal representatives. He would like to see the form they use for this request; he is happy with the form the previous attorney utilized. **Motion by Bieganowski, Supported by Biondo to approve the lot consolidation request for Cathedral Avenue as presented if it is done on the appropriate forms. Roll call vote: West – yes, McDonald – yes, Marek – yes, Bieganowski – yes, Biondo – yes, Kramer – yes, Radtke – yes. Motion carried 7-0.** Supervisor Radtke will share the forms with the board for review prior to this being completed.

**Boom Boom Club:**

**Moved Bieganowski, Supported by Biondo to commit $1,550.00 to the Boom Boom Club. ~~as requested.~~ Roll call vote: Biondo – yes, West – yes, Kramer – yes,**

**Bieganowski – yes, Marek – yes, McDonald -yes, Radtke – yes. Motion carried 7-0.**

**Comprehensive Restructuring Plan & Job Description Revisions:**

The board reviewed and discussed revised job descriptions presented by the subcommittee consisting of Supervisor Radtke, Treasurer Marek and Trustee Bieganowski. Trustee West and Clerk Kramer asked that responsibility number seven (7) under secretary be removed. **Motion by Marek, Supported by Kramer to approve job description revisions as presented with the removal of number seven (7) under secretary essential functions and responsibilities. Carried.**

**Advertise Zoning Administrator Position:**

**Moved Marek, Supported by McDonald to authorize Supervisor Radtke and Clerk Kramer to advertise Zoning Administrator opening in all appropriate forms. Motion carried 7-0.**

**NEW BUSINESS CONTINED:**

**Roadwork Bids for Memorial Park:**

Discussed two (2) bids received, AJ’s and Johnson Outdoors, for roadwork to be done at Memorial Park. **Motion by McDonald, Supported by Bieganowski to accept the bid from AJ’s Excavating in the amount of $61,433.00 for Memorial Park improvements.**

**Roll call vote: Kramer – yes, Bieganowski – yes, Biondo – yes, West – yes, Marek – yes, McDonald – yes, Radtke – yes. Motion carried 7-0.**

**Political Signs:**

Trustee McDonald feels the current sign ordinance does not line up with State law and should be updated. Board discussed current laws in place. The board cannot amend the ordinance, this needs to go before the Planning Commission. Trustee McDonald would like action from the board to assist candidates with signs for this election season, by the time it goes in front of the Planning Commission it will be too late. **Motion by Bieganowski, Supported by McDonald, that the Township Board recognizes the current sign ordinance is unenforceable and unconstitutional to enforce and will be amended later to start the process of updating the current sign ordinance. Motion carried.**

**Salary Resolution #05142024.1, Clerk:**

**Motion by Biondo, Supported by Marek to adopt Resolution #05142024.1 to set Clerk salary for 2024/2025 as presented. Roll call vote: McDonald – yes, West – yes, Marek – yes, Biondo – yes, Bieganowski – yes, Kramer – yes, Radtke – yes. Motion carried 7-0.**

**Salary Resolution #05142024.2, Supervisor:**

**Motion by Marek, Supported by Kramer to adopt Resolution #05142024.2 to set Supervisor salary for 2024/2025 as presented. Roll call vote: Kramer – yes, Bieganowski – yes, Biondo – yes, West – yes, Marek – yes, McDonald – yes,**

**Radtke – yes. Motion carried 7-0.**

**Salary Resolution #05142024.3, Treasurer:**

**Motion by Biondo, Supported by Kramer to adopt Resolution #05142024.3 to set Treasurer salary for 2024/2025 as presented. Roll call vote: Marek – yes, Biondo – yes, McDonald – yes, Bieganowski – yes, Kramer – yes, West – yes, Radtke – yes. Motion carried 7-0.**

**NEW BUSINESS CONTINUED:**

**Salary Resolution #05142024.4, Trustees:**

**Motion by Radtke, Supported by Marek to adopt Resolution #05142024.4 to set Trustees salary for 2024/2025 as presented. Roll call vote: Biondo – yes, West – yes, Kramer – yes, Bieganowski – no, Marek – yes, McDonald – yes, Radtke – yes. Motion carried 6-1.**

**Treasurers Report:**

Trustee Bieganowski asked Treasurer Marek why there were negative numbers in the Treasurers cash summary by bank report. Treasurer Marek explained there were general journal changes made by our accountant when we closed out a couple bank accounts and transferred the money into the general fund. Treasurer Marek questioned the entries and had the accountant come back in and make the necessary adjustments and it should be correct now. There were two (2) bank accounts that were closed and placed into general fund money market accounts to get better interest rates. Treasurer Marek stated those accounts have been running in the negative for about three months. **Motion by Biondo, supported by Marek to approve, receive, and file Treasurers report as presented. Motion carried 7-0.**

**DISCUSSION:**

Trustee McDonald has three (3) quick items to discuss. He suggests the board consider placing discussion after each public comment. The board should not respond during public comment, but they can interact or respond during discussion. He feels it looks bad if we do not engage if a question is asked. Supervisor Radtke stated he understands that and appreciates the discussion. He knows it’s frustrating for the audience/residents/those who are speaking not to have a response back regarding their comments or questions, but that is the sole purpose of public comment under the statue for uninhibited and uninterrupted time to speak during public comment. We need to place a disclaimer stating we hear you this is your opportunity to speak, and we can discuss it under discussion. The Board agrees to amend the agenda format and move the second public comment above discussion. The second topic is regarding the trail easement. It was approved by Interlochen Arts Academy so the trail project can move ahead. He will be bringing this topic back to the next board meeting. Third item is he noticed someone ran into the tree in front of Memorial Park, is there something we can put in front of it to help protect someone who hits it, there have been several vehicles that have hit it. The board discussed having a

DISCUSSION CONTINUED:

guardrail put into place. Supervisor Radtke will contact the Grand Traverse County Road Commission on this.

Trustee Bieganowski brought up the draft master plan, are we going to be placing this on one of our future meeting agendas? Supervisor Radtke stated yes, he will follow up with Isaac.

Clerk Kramer polled the Board Members about the meeting day and time for the next year. The Board agreed to revisit this after having the Tuesday at 5:30 p.m. meeting scheduled for a year. The Board agreed to continue having the Board Meetings on the second Tuesday of the month at 5:30 p.m.

The Board discussed whether a study session is needed to go over the 2024/2025 draft budget. Questions will be sent to Supervisor Radtke and if a meeting is needed, one will be scheduled.

**CORRESPONDENCE:**

 **NONE**

**PUBLIC COMMENT:**

Jill Coverdill 5648 Wrenwood Way

Ms. Coverdill asked that all ordinances be placed on the website, she would like to see an actual event scheduled on Facebook for each monthly meeting in hopes we will have a bigger turnout at the meetings, she would like to have a representative from our ambulance billing company attend a board meeting and do a formal report of what the revenues are. She does not feel the Board Members should be voting on their own salary resolutions, she feels it is a conflict of interest. Supervisor Radtke stated it is statutory law, we must vote on it. She wondered if there was any exposure to the Township for having the AED units at the public park.

Greg Caskie, Sr. 11717 US31

Mr. Caskie feels adding the AEDs to the park is a fantastic idea. He mentioned a new device called a life vac to help if someone is choking, he would like to see this added to the park as well. He will get information to Clerk Kramer. He would like to see if the residents can get CPR and AED training through the Fire Department.

**ADJOURNMENT:**

Motion by Biondo, supported by McDonald to adjourn the meeting at 7:03 p.m. **Motion Carried 5-1.**

Respectfully submitted,

Judith L. Kramer

Green Lake Township Clerk