**Banks Township Board Meeting**

**Monday, October 16, 2023**

1. The meeting was called to order at 6:00 P.M. by Supervisor Alex Busman. Present were Supervisor Busman, Clerk Donna Heeres, Treasurer Katy Postmus, Trustee David Rasmussen and Trustee Julie Waterman. Also present: Deputy Clerk Tina Sundelius, Jarris Rubingh, Daryl Richards, Janet Rasmussen, and Fire Chief Mark Groenink. Supervisor Busman led the Pledge of Allegiance and gave the Invocation.

2. **Public Comment**: Janet Rasmussen addressed the Board regarding interested group wanting to rent the township building to hold an after-school program, two Tuesday a month from 3 to 6 PM, January through May. Discussion was held and the Board agreed to allow this use of the building provided the building is left clean and tidy. If the upstairs is required to be heated, the group will be asked to cover that cost. A contract will be drawn up, and a copy of the liability insurance must be provided.

3. **Minutes**: The minutes of the September 18, 2023, regular meeting were presented for approval. **MOTION** by Postmus, seconded by Rasmussen, to approve the minutes as presented. **MOTION CARRIED.** The minutes of the October 9, 2023, special meeting were presented for approval. **MOTION** by Busman, seconded by Waterman, to approve the minutes as presented. **MOTION CARRIED.**

4. **Commissioner’s Report:** Commissioner Rubingh reported that Banks Township led the county in drug-related arrests in September. Bellaire is considering construction of 100 dwelling units in the Brownfield Development Area. These dwellings would be for workers in the county, have a capped rental fee of $900 a month, and several other restrictions for residency. He reported new countertops will be installed in the courthouse. The Road Commission annual report is online.

5. **Treasurer’s Report**: The Treasurer’s report of incomes and balances was presented. General Fund Balance: $319,132.85 with $130,835.45 in ARPA Funds; Fire Fund Balance: $280,591.34; Liquor Fund: $1,642.04; Roads Fund: $9342.77; Vehicle Fund: $127,962.15. Grand Total: $738,671.15. **Bills** represented by the attached list were reviewed for approval for payment. **MOTION** by Rasmussen, seconded by Waterman, to pay the bills as presented. **MOTION CARRIED**.

6. **Zoning Administrator:** The court date last month that has been moved to November. Two zoning permits have been issued. (new home and demo of cottage.) This brings the total for the year to 38. A SUP application has been received for gravel extraction and the PC has begun its review.

7. **Planning Commission**: Julie Waterman reported that the PC welcomed back Richard Diebold after a short hiatus. The development of the Master Plan survey continues. Election of officers took place: Diebold: Chair; Hoeksema: Vice Chair; Howes: Secretary. The RV amendment continues to be developed. The SUP application has been reviewed and a Public Hearing on it will be scheduled.

8. **Fire Department**: Chief Groenink reported an accident happened with the Ellsworth Pumper on Saturday afternoon while enroute to a MVA in Atwood. Significant damage was sustained when the passenger side mirror clipped a tree branch and damaged the door and mirror. The claim has been submitted to the insurance company; an adjustor will be sent out. Wade Woodbury is a new recruit and has his FFI and FFII training. Justin Tjaden is taking online classes for FFI. Others are scheduled to begin FFI training in January. Turn out gear, ordered in March, has still not arrived. The company, Municipal Emergency Services, has been contacted many times and has said the manufacturer is the hold up. Clerk reports a grant application has been submitted to the People Fund, requesting $7000 (1/3 of total costs) to purchase dive team gear and equipment. Clerk will investigate tribal grants to see if may qualify for additional funding. Captain Richards reported Charlevoix Hospital will join the Haunted House festivities and have a booth to promote use of bicycle helmets. The department will be offering fire extinguishers, smoke detectors, CO2 detectors and batteries to families. **MOTION** by Postmus, seconded by Rasmussen, to purchase $1000 worth of extinguishers, detectors, and batteries to be distributed to attendees at the haunted house. **MOTION CARRIED**.

9. **DDA**: Tina Sundelius reported the DDA is co-sponsoring the neighborhood Trunk or Treat on Halloween along with the Haunted House by the Fire Department. She displayed mockups of the new signs for wayfinding in the Village.

**10. Ambulance Authority:** Julie Waterman reported that the director, Megan Meyer, has resigned. The AA will meet tomorrow am to appoint an interim director and will be advertising for an acting director. A non-temporary director will be hired later.

11. **Correspondence**: An email from Tom Richards from Lake Shore Drive about the condition of Lakeshore Drive; Update from Paddle Antrim on the 2023 season impact; Notice from Antrim County Administration Office on the positions available on several county committees (will be posted on website) were provided to the Board.

12. **Lakeshore Drive****:**  Supervisor reports report yet from Gourdie Fraser.

13. **Richardson Road Intersection**: Norwood Township is still awaiting a quote for the equipment. Supervisor Ben Freds has stated that he will do the installation of the solar light. Banks Township Board suggests Norwood apply for a grant to cover the costs.

14. **Atwood Cemetery Driveway**: No word back from contractor on revision to the proposal.

15. **Township Hall Kitchen Renovations:** Trustee Dave Rasmussen reported design and cost estimates are being developed.

16. **Sheriff Department Substation:** Officials continue to investigate possible locations for a substation.

17. **Election Inspectors**: Clerk Heeres presented the list of inspectors for the November 7, 2023, Special Election as approved by the Election Commission. **MOTION** by Postmus, seconded by Busman, to approve the election inspectors for November 7, 2023. **MOTION CARRIED**.

18. **Township Hall Landscaping**: Proposal submitted by BD Services for removal of vegetation on the east side of the building and replace with landscape fabric, mulch, and plants at a time and materials price not to exceed $4800. **MOTION** by Postmus, seconded by Heeres, to approve the proposal without the plantings. Planting to be installed in the spring when the variety of available plants is better. **MOTION CARRIED**.

19. **Fire/Rescue Training**: Discussion regarding upcoming training for the department. **MOTION** by Busman, seconded by Rasmussen, to approveall costs to be covered in Fire Department budget/training materials & fees. Date TBD. **MOTION CARRIED**.

20. **Antrim Creek Natural Area Commission**: Supervisor appoints Sue Holcombe to the ACNA for 3-year term January 1, 2024, through December 31, 2026. **MOTION** by Postmus, seconded by Waterman, **CARRIED** to approve this appointment.

21. **Board Comment**: Trustee Waterman reported that she attended a training session held by MTA at Boyne Highlands recently and it was an excellent opportunity for learning.

22. **Public Comment**: There was none.

23. The meeting was adjourned at 8:00 PM.

Respectfully submitted,

Donna L. Heeres, Banks Township Clerk