**Banks Township Board Meeting**

**Monday, February 19, 2024**

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: Daryl Richards, Mark Groenink, Tom Richards, Undersheriff George Lasater, Greg Burroughs, Tina Sundelius, Kurtis Busman. Jarris Rubingh arrived at 7:15 PM. Supervisor Alex Busman lead the Pledge of Allegiance and gave the Invocation.

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

3. **Minutes**: The minutes of the January 15, 2024, regular meeting were presented for approval. **MOTION** by Waterman, seconded by Postmus, to approve the minutes as presented. **MOTION CARRIED.**

4. **Treasurer’s Report**: The Treasurer’s report of incomes and balances was presented. General Fund Balance: $317,612.50; Fire Fund Balance: $252,247.74; Liquor Fund: $1142.74; Roads Fund: (-$100,210.42); Vehicle Fund: $65,462.19. Grand Total: $536,254.75. **Bills** represented by the attached list were reviewed for approval for payment. **MOTION** by Rasmusen, seconded by Postmus, to pay the bills as presented, and request reimbursement for one half the cost of the new lights in the village office. **MOTION CARRIED**.

5. **Zoning Administrator:** Kurtis Busman presented the ZA’s report. Four new zoning permits have been issued: a new home, two garages, and a shed. Two land division applications are in the works. A court hearing on the citation on the Coeling Road violation will be held on Wednesday.

6. **Planning Commission**: Julie Waterman reported that the PC met last week for a work session on the Master Plan survey. A link for the survey will be placed on the website and included in the newsletter.

7. **Fire Department**: Chief Groenink reported the department responded to a structure fire in Antrim Dells and a mutual aid fire call in East Jordan. Also, one vehicle accident. The Heavy Rescue Vehicle is in the shop for the rebuild. The Rescue Unit is “waiting in line” for repairs. The rented trailer has been out three times on runs and while not the easiest solution to haul the necessary equipment, they are glad to have something available.

8. **DDA**: Tina Sundelius reported the new wayfinding signs have been installed. Six concerts on the square are planned for this coming summer. A Student from Charlevoix is interning for the Charlevoix DDA and is also assisting our DDA. A resident, who is a community development manager at MEDC, has offered to help the local DDA. She requested permission for the Concert on the Square group to use the township hall upstairs if inclement weather is predicted for the Wednesday evening concerts. (Approved later in the meeting.)

9. **Ambulance Authority:** Julie Waterman reported that the Authority met January 17. The City of East Jordan has a new representative, Ben Newington. The hiring committee is ready to seek applications for a non-temporary executive director. The millage for operations and for vehicle replacements has expired and will need to be placed on the ballot for renewal.

10. **Correspondence**: Letter from the EllClair Committee regarding fireworks to be held on Wednesday, July 3. Letter from Young, Graham & Wendling with rate adjustment to $175 effective April 1, 2024. Letter from Marion Township with intent to Amend Master Land Use Plan. The Sheriff’s newsletter for February was shared. Banks Township Board of Review will meet for an organizational meeting on March 5 at 5 PM. Also, to meet with property owners on March 11 from 9 am to 3 pm and March 14 from 3 pm to 9 pm.

11. **Insurance**: Greg Burroughs, agent for Peterson/McGregor, now HighStreet Insurance and Financial Services, presented a proposal for property & liability insurance for the township. He reviewed limits and coverages. He urges us to be vigilant in areas of cyber-attacks and question suspicious emails, etc. He reminded us that the coverage limits were increased last year but we should evaluate again this year. The margin clause is still in place for the buildings and is set at 120%. Liability coverage is $3 million; he recommends $3-5 million. He will send us the cost for an additional $1 million in coverage. The rates for Workers Compensation have gone up slightly from last year and the premium is up 7%. The AD&D policy cost is up due to the increase in weekly benefit to $850/week last year.

12. **Lakeshore Drive**: Tom Richards announced the Lakeshore property owners will meet with the township board on Wednesday, February 21 at 3 PM. A zoom meeting has been arranged by the Clerk.

13. **Lot Line Adjustment**: Tom Cooper has requested a lot line adjustment on a parcel on Wilson Lake. He is not amending the plat. A triangular piece is being added to the parcel from the adjacent parcel (also owned by Mr. Cooper) to add eighteen feet of waterfront to the parcel. **MOTION** by Postmus, seconded by Heeres, to approve the lot line adjustment in the plat of Wilson Shores. Parcel Number:  05-01-425-009-00. **MOTIONCARRIED**. The property owner is now instructed to follow the land division application process. Mr. Cooper’s personal representative, Steve Parafin, was supplied with the application form and will followup.

13. **Dive Team Equipment**: Clerk Heeres announced that the grant application to Grand Traverse Band of Indians was turned down. We do have the award from the People Fund for $7000 to use for the equipment. She presented a list of items to order to utilize those funds with the remainder being paid for from our Rescue Funds appropriations. The remaining items will be purchased in the next fiscal year, after April1, 2024. **MOTION** by Heeres, seconded by Waterman, to approve the purchases as suggested. **MOTION CARRIED**.

14. **High Pressure Tanks**: Discussion on need for high pressure tanks to be installed on the Heavy Rescue truck during the renovations. Chief Groenink reported the department has decided these are not needed. Air Gas rents tanks for $730 a year for five tanks and will provide a cost for the regulators by next month.

15. **Sheriff Report**: Undersheriff George Lasater reported a total of thirty-eight calls from Banks Township in January. Seven car/deer accidents, ten medical runs, one chimney fire, two larcenies, one Personal Injury accident, two property damage accidents and sixteen traffic stops. He announced an underwater training is scheduled for September. He will send the info to our FD. He advised that the deputy who was assigned to the squad car being parked at the Fire Hall is returning to work this week so the car will be returned.

16. **Twp Hall Kitchen Renovations**: Trustee Rasmussen reported he is awaiting pricing on cabinets. The selected range hood is $1600; 48” sink for handwashing is $1000; Island 30” x 96” is $1000; two ranges $1600; replacement faucet yet to be priced. **MOTION** by Busman, seconded by Heeres, to purchase up to $10,000 in items for the remodel prior to the end of March. **MOTION CARRIED**.

17. **Moratorium on Sand & Gravel Extraction Applications**: The proposed ordinance was reviewed. It has been developed by our legal counsel, public hearing by the PC and reviewed by Antrim County PC with recommendation for adoption by the Township Board. **MOTION** by Rasmussen, seconded by Waterman, to adopt the Moratorium as presented. The Moratorium will expire six months after the effective date of February 29, 2024. **Roll Call Vote**: Waterman: yes; Rasmussen: yes; Busman: yes; Postmus: yes; Heeres: yes. **MOTION CARRIED** and Ordinance #1 of 2024 was **ADOPTED**.

18. **American Tower Lease**: Treasurer Postmus reports being contacted about the township’s interest in selling out the tower lease. She will contact them again and see what the actual offer is. Tom Richards offered that consultants are available from CCE Board to see what a reasonable offer might be.

19. **Hazard Mitigation Plan**: No comments have been received from the public. Board discussion was held. **MOTION** by Waterman, seconded by Rasmussen, to adopt the resolution to adopt the Antrim County Hazard Mitigation Plan as the official plan of Banks Township. **Roll Call Vote**: Waterman: yes; Rasmussen: yes; Busman: yes; Postmus: yes; Heeres: yes. **MOTION CARRIED** and the Hazard Mitigation Plan Adoption Resolution # 1 of 2024 was **ADOPTED**.

20. **Summer Tax Collection**: **MOTION** by Heeres, seconded by Rasmussen, to approve the contract for Summer Tax Collection for Ellsworth Community School. **MOTION CARRIED**.

21. **Commissioner’s Report**: Jarris Rubingh reported that Antrim County Soil Erosion Officer Kyle Williams has taken a job with CAKE/CISMA. The position is being moved to the Building Department. Building permits are up; 50 in January. He spoke of his wish to lower the fees for the permits. The Medical Examiner report included information regarding an increase of 58% in testing for drug overdoses in 2023. The Conservation District wishes to give up the oversight of the recycling program. The security camera at the Ellsworth recycling site is missing.

22. **Concerts on the Square/DDA**: **MOTION** by Busman, seconded by Rasmussen, to allow the use of the township building in case of inclement weather during the Wednesday concert series this summer. **MOTION CARRIED**.

23. The meeting was recessed for 10 minutes at 7:40 pm. Reconvened at 7:50 pm.

24. **Salary Resolution**: **MOTION** was made by Busman, seconded by Postmus, to increase salaries by 5% to: Supervisor: $23,100; Clerk: $35,385; Treasurer: $35,385; Trustees: $3300 for the April 1, 2024-March 31, 2025, fiscal year. Roll Call Vote: Waterman: Yes; Rasmussen: Yes; Postmus: Yes; Heeres: Yes; Busman: Yes. **MOTION CARRIED** and Resolution declared adopted.

25. The meeting was recessed at 7:51 pm to hold the Public Hearing on the Fire District Budget.

26. The **Fire District Budget Public Hearing** was called to order at 7:52 pm. The proposed budget was presented by the Supervisor and discussion and comments were heard. Discussion on the need for a millage adjustment to cover anticipated expenses was held. The Public Hearing was adjourned at 8:20 pm.

27. The regular meeting was reconvened at 8:21 pm. **MOTION** by Heeres, seconded by Waterman to set the millage rate at 1.1 mil for the 24-25 tax year. Roll Call Vote: Waterman: Yes; Rasmussen

: Yes; Busman: Yes; Postmus: Yes; Heeres: Yes. **MOTION CARRIED**.

28. General Fund, Liquor Fund, Roads Fund and Vehicle Fund Budgets were discussed, and suggestions made. Public Hearing on these budgets will be held on March 18.

29. **Compensation**: **MOTION** by Heeres, seconded by Rasmussen, to set the salaries for the Zoning Administrator at $22,050 annually; the rental officer at $250 a month; the Janitor at $25/hour; beginning April 1, 2024. **MOTION CARRIED**.

30. Discussion was held on the need for the Fire Board and the Roads Committee.

31. **ARPA Funds**: **MOTION** by Postmus, seconded by Heeres, to clarify previous action taken: The May transfer of funds from General Fund to Roads Fund included ARPA Funds plus an additional $5,000+ from the General Fund budget. **MOTION CARRIED**.

32. **Liquor Fund Transfer**: **MOTION** by Postmus, seconded by Rasmussen, to transfer $300 from the Liquor Fund to the General Fund for administration services. **MOTION CARRIED**.

33. **Board Comment**: Treasurer Postmus voiced concern over the AxeMITax initiative that would remove property taxes without a replacement for the funding for schools, municipalities, emergency services, etc.

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

35. The meeting was adjourned at 9:40 PM.

Respectfully submitted,

Donna L. Heeres, Banks Township Clerk