

CHASSELL TOWNSHIP BOARD MEETING
September 9, 2020

The meeting was called to order at 7:04 p.m. by Dave Mattson

PRESENT: Lynn Gierke, Ryan Kuntze, Dave Mattson and Dan Palosaari

MINUTES: Motion by Dave Mattson to approve the August minutes, supported by Lynn Gierke. M/C

TREASURER'S REPORT: The August treasurer's report was approved by Dave Mattson, supported by Dan Palosaari. The treasurer's report and the clerk's financial report are attached to the minutes. M/C

AGENDA: Motion by Dan Palosaari to approve the agenda, supported by Dave Mattson. M/C

PAYMENT OF BILLS: The payment of bills was approved per motion by Ryan Kuntze, supported by Dave Mattson. M/C

PUBLIC COMMENTS: none

CORRESPONDENCE: none

FIRE DEPARTMENT: Fire Chief Judson reported 3 calls and 23 year to date. Five members have been certified in High Rescue Training. Working on becoming the Chassell Fire & Rescue Department. First Responder reported 10 calls and 88 year to date. Derrick Verron reported after 18 years of service he will resign as of 10/1/20 because he is moving out of the area. Dylan Malone will be the new director.

TOWNSHIP MAINTENANCE: Cole Smith/Joe Youngman reported drain tile at Elite Sign and Electric Brewing during high rain occurrences what shoots up. Joe Youngman and Tim Viola checked for blockages and the tile appears to be free flowing. Dave Mattson will contact the attorney about easement. Joe Youngman/Cole Smith will contact resident Mr. Adam's-Lakeshore Dr. about what needs to be done to connect to the township sewer and water. Pump Station #1 has a small leak (it was built 15 years ago). The mower needs work, bought in 2006 and has 1040 hours. Contact Northland and get a quote for work on mower. Another Green Burial addition has been created.

ZONING: N/R

PLANNING COMMISSION (PC): Keith Meyers reported 2 proposals were received for the **cleanup of the Vulaj property**. The attorney contacted the owners and they have decided that they cannot afford to do the clean up (range was from 76K to 171K). The PC recommends that the Board **reinstate the ticketing process**. The attorney has done the paperwork to put a Lien on the property if it is sold. Also the PC recommends an Assessment for Asbestos be done on the **Clint Sundstrom property (42291 N. Hancock St.)** UP Abatement and UPEA are interested in providing a bid. Dave Mattson made a motion to get bids for Abatement Survey and the value of the assessment will be ticketed to the owner, supported by Dan Palosaari. M/C. The **Canoe & Kayak Launch project**, UPEA should have information for fabricators to bid on the project by the end of month.

ASSESSOR: Response letter from Mark Maki sent to Department of Treasury.

WEBSITE: N/R

UPEA REPORT: Dave Mattson asked Chris Holmes about the status of the Lagoon Test Wells required by the EGLE. Chris Holmes reported that he will look into it. Still waiting for archeology review for the Sewer project. The next W/S bill should include a note to the customers telling them new water meters will be installed and to submit a phone number to set up appointments.

REVIEW BUDGET: N/R

PIKE BAY COMMITTEE: N/R.

OLD BUSINESS:

- A. Water Meter Replacement Township Wide-UPEA will post an ad in the DMG for installation by Friday. Bids due by 9/23 with training meeting on 10/7. Completion deadline 12/15. Will need a customer list from Audrey with phone numbers. Chris Holmes will send an email to the treasurer verbage for a note in the W/S bills.

- B. Municipal Employees Retirement System of Michigan (MERS)-Talk to Lynn.
- C. Road Improvement Plan-Dave Mattson reported that he has not received any new news from Kevin Harju. Dale Peterson reported the township 5 year plan needs to be updated. The board recommends that the PC use SurveyMonkey to get residents to comment about local road conditions.
- D. Improvements to boat launch, parking lot, floating dock-UPEA is reviewing plans from park. Dale Peterson suggested that the parking lot by the playground be changed to be a one way.
- E. ADA Park Compliance-Discussion on how to place signs in parking lot. Dave Mattson has planters that he can donate to use for signs.
- F. Pavilion Improvements-N/R

NEW BUSINESS:

- A. COVID Water Assistance Program-Lynn Gierke made a motion to support the COVID Water Assistance program and sign the user agreement supported by Dave Mattson. M/C.
- B. Par Plan Recommendations-Employee Handbook (Ryan Kuntze), Electronic Policy, Updated Rental Agreement (Lynn Gierke and Kelly Holmes).
- C. Audit Report-presented to board
- D. Cemetery Software-quote from BSA for \$5640 (includes program costs, training and travel with a \$330 annual fee). Board decided to wait at this time and see what UPEA has as an example. Table for now.
- E. Resolution to Increase Open/Close costs for burials-Motion by Dave Mattson to approve the resolution to increase the open close rates for traditional burials to \$300 for weekdays and \$450 for weekends and holidays. Also increase the costs for open close rates for cremains to \$100 for weekdays and \$125 for weekends and holidays. Supported by Dan Palosaari. M/C. See attached.
- F. Caution signs for Lakeshore Dr.-Motion by Dave Mattson supported by Lynn Gierke to pay up to \$500 for signs to slow traffic and have HCRC install.
- G. Emergency Services Vehicle Grant-Table.
- H. Xylem Invoice-Dave Mattson is working with the sales rep to revise the bill.

The meeting was adjourned at 8:31 pm, per motion by Dave Mattson supported by Dan Palosaari. M/C

Dave Mattson,  Supervisor _____ Lynn Gierke, Clerk  _____