

# TROUT LAKE TOWNSHIP

PO Box 215  
Trout Lake, MI 49793  
906-569-3291(P)  
906-569-3772 (F)

Supervisor: Helen Fischer  
Clerk: Kathleen A. English  
Treasurer: Pam Barrett  
Trustee: Laurey Simpson  
Trustee: John Clark

Township Board Meeting, March 12, 2019, Minutes, *Draft pending Board Approval April 9, 2019.*

Attendance: Twelve (12)

Meeting called to order at 1830, by Supervisor Fischer, with the Pledge of Allegiance to the Flag. Board Members present: Helen Fischer, Kathy English, John Clark, Laurey Simpson and Pam Barrett. A quorum of the Township Board was in Attendance.

*Supervisor Fischer made a motion, seconded by Trustee Clark, to approve the Trout Lake Township Board Meeting Minutes of February 12, 2019. Motion Approved Unanimously by the Board Members in Attendance.*

## Public Comments:

1. Mary Fischer Sharp stated that the Firemen's Fishing Derby brought in \$1,822.00 this year. Fifty-seven (57) Adults & nineteen (19) kids participated.
2. Mary Fischer Sharp stated that the July 4<sup>th</sup> activities will take place on July 6, 2019.
3. Gary Mitchell reported that an extensive DNR survey of the lake is scheduled to take place late May.
4. Chari Fischer presented several questions related to the bid/quote process, park employees, mowing of the mini park, hiring a cleaning person, redoing the hall floors, posting of minutes, 5-year plan related to the park.
5. Clerk English reported that the logging trucks on Wilwin Road are driving fast and hit a deer today. She also reported on an article in the advertiser related to moose and deer using snowmobile trails for travel and they are not yielding for snowmobiles.
6. Grants applications were presented by Mr. Thomas, requesting ideas for what the Board would like to apply for grants. Lengthy discussion ensued related to sidewalks in the town, fire extinguishers at the Park, road repairs on the back roads in the town and in the park, continue to upgrade the electric service and repairs to the Park buildings, etc. Discussion related to whether the businesses of the town are responsible to pay for sidewalks in front of their businesses, which Mr. Boudreau stated is an expectation in towns & cities in which he has served. Supervisor Fischer reported that Mullins & Sons Plumbing offered to replace fixtures in the bathhouse if the Township purchased the fixtures/supplies. Discussion related to the road in the park washing out several times/year, which is a hazard to the public. Mr. Hansen stated that there is a drain that farmers use to facilitate drainage of water, which could be a solution to the road washouts. Chari Fischer stated there is an excavating business, Great Lakes Excavating, out of Rudyard. Supervisor Fischer made a motion, seconded by Trustee Clark, to move forward with seeking grants from the Tribe, PAR plan, Graymont, as well as any other grant opportunities identified. Motion approved unanimously by the Board Members in attendance.

## Clerk Report: Kathy English, Clerk

1. Clerk English apologized to the Board for her display of frustration at the February meeting. She stated she takes her role as a Board Member very seriously and when there are blatant violations of State laws, statutes, and rules & regulations, resulting in excessive work on her part to clean up the issues, it is extremely frustrating.
2. Hall Debt Loan Payment update: Clerk English stated that the Hall Debt Loan Payment is due April 1, 2019. The payment on the principal is \$8,500.00, and interest \$2831.84. \$20,000.00 was budgeted for the 2018/2019 Fiscal year. An interest payment of \$2,826.72 was made in September 2018. Therefore, a payment of \$17,173.28 is being submitted, which will place an additional \$5,841.44 on the principal. Lengthy discussion ensued. Question from the public as to the loan balance, which, as of 12/31/2019, is \$137,301.67 on the principal. Discussion ensued related to paying the loan off to end the millage obligations of the Township Taxpayers.
3. Letter & Right of Way permission form from ATC (American Transmission Company) presented. They are requesting to access the power line to the north of the Township Hall, utilizing the roads to the south and west of the ball field to perform maintenance and herbicide application in 2020. The herbicide is Garlon 3A, which the Asplundh representative stated is the only herbicide they are allowed to use in wetland areas. Discussion ensued as to the safety of the chemicals to the public, water supplies, etc. General consensus is that no chemicals are safe. Recommendation to look up this chemical on the internet, as there are warnings related to walking, eating berries, etc., in the treated area. Comments from the public were that the company will do the work regardless of whether we sign the permission form or not. Motion made by Supervisor Fischer, seconded by Treasurer Barrett, to sign the application. Motion approved unanimously by the Board Members present.
4. Clerk English reported related to a clerical error, wages reported to the unemployment insurance agency (UIA) were overstated resulting in an overpayment to the person collecting the unemployment benefits. The Clerk has been working on getting the wages corrected since November 2018, which now appears to be complete. It is not known how UIA will be handling the situation.
5. Clerk English reported that the door to the offices in the Township Hall was found ajar and unlocked following the March 5, 2019, Board of Review (BOR) meeting. In addition, the tables used at the March 11 & 12 BOR meetings were not cleaned, the hall was not vacuumed/mopped, and food was left on the counter and rug outside the kitchen. She reminded everyone that whoever utilizes the hall for meetings need to clean it after the meeting.
6. Clerk English reported that there will not be an election in May 2019, for the Township.
7. Clerk English stated she distributed 2109 W4 forms for completion in order to update the Township files. She discovered that there are only a couple of forms on file from several years ago. In addition, these forms need to be completed each year.
8. Clerk English distributed a draft policy and procedure related to bids/quotes, asking the Board Members to review the draft and provide feedback.

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9. Clerk English received an invoice from the Michigan Department of Health & Human Services for \$7.20 Quality Assurance Assessment for the Ambulance Service. Mr. Clark thinks this will be a quarterly assessment going forward. Motion made by Trustee Clark, seconded by Supervisor Fischer, to pay this bill, as it is due prior to the next meeting. Motion Approved unanimously by the Board Members in attendance.

**Treasurer's Report:** Pam Barrett, Treasurer. Financial Report received. No additional report presented for this meeting.

**Ambulance Service Report:** John Clark, Ambulance Corp Captain

1. One (1) run for the Month of February and March to date, 2019, to date.
2. Mr. Clark reported that we have had an Oxygen lift given to us from Pickford EMS. It is brand new, but it did not work with Pickford's tanks, however, it will work with ours. We need a remote for the operation of the lift at a cost of \$195.00. Motion made by Supervisor Fischer, seconded by Treasurer Barrett, to approve the purchase. Motion approved unanimously by the Board Members in Attendance.
3. Mr. Clark reported that Billy Jo is attending Hulbert's Board meeting tonight trying to figure out a plan for EMS coverage. Mr. Clark has a copy of the proposal, which he is reviewing and hopes to have for the next Board Meeting.
4. Mr. Clark reported that Abby needs to retest for her national certification.
5. The Ambulance service is still in desperate need of people! Please contact John Clark on his cell phone 906.203.0621.

**Fire Department Report:** John Clark, Fire Chief.

1. Zero (0) runs for the month of February & March, 2019, to date.
2. The new back up cameras have been received, one (1) of which has been installed on one of the fire trucks by Mr. Clark.
3. Mr. Clark reported that no one, other than himself, attended the monthly fire meeting.
3. Mr. Clark reported that there will be annual inspections on the DNR trucks on Wednesday, March 13, 2019, at 1000.
4. Mr. Clark made a plea for anyone willing and wanting to join the Fire Department. Must be 18 years of age and older, and any gender. Please contact Chief Clark at 906 203 0621.
5. Mr. Clark encourages everyone who is looking to burn debris to log onto [WWW.DNR.STATE.MI.US/BURNPERMITS](http://WWW.DNR.STATE.MI.US/BURNPERMITS) The website has color coded maps designating if burning is permitted.

**Tax Assessor Report:** Carol McLean, Assessor. Absent. No report presented.

**Park Report:** Helen Fischer, Supervisor.

1. Supervisor Fischer stated that she has been contacted by Ray Lozon and Cindy Faulkner, expressing interest in returning to the park again this year. Discussion ensued related to some issues & complaints encountered last year in the Park. In addition, consensus was that the positions need to be posted and applications submitted. Mr. Clark recommended background checks be completed on anyone the Township hires. Back ground checks are completed on all applicants for the Fire and EMS departments as well. Clerk English will do the background checks when the applications are submitted.

**Unfinished Business:**

1. Supervisor Fischer stated a new ad needs to be placed in the newspapers for an Assessor. She submitted wording for the new ad, which Treasurer Barrett edited.

**New Business: No New Business presented to the Board.**

*Motion made by Supervisor Fischer, seconded by Treasurer Barrett, to pay the bills as submitted by Clerk English. Trustee Simpson questioned a transaction from February 28, 2019, which Clerk English explained. Motion Approved Unanimously by the Board Members in Attendance.*

*Motion made by Supervisor Fischer, seconded by Clerk English, to adjourn. Meeting adjourned at 2001.*

Respectfully submitted,

Kathleen A. English  
Trout Lake Township Clerk