

DRAFT DRAFT

ONEKAMA TOWNSHIP BOARD REGULAR MEETING

MONDAY, NOVEMBER 4, 2013, 9 A.M.

The meeting was called to order at 9 a.m. by Supervisor David Meister.

The Pledge of Allegiance was said.

Members present: Trustee James Wisniski, Trustee Robert Blackmore, Treasurer LaVonne Beebe, Clerk Helen Mathieu.

MINUTES: Motion by Blackmore, second by Wisniski to approve the minutes of the October 1, 2013 Regular Meeting as presented. Motion carried. **Motion** by Blackmore, second by Beebe to approve the minutes of the October 14, 2013 Special Meeting with the following correction under "Budget 101-101": change \$205,601.70 to \$200,000. Motion carried. **Motion** by Blackmore, second by Wisniski, to approve the minutes of the October 15, 2013 Special Meeting as presented. Motion carried.

AMEND AGENDA: No additions.

TREASURER'S REPORT: Beebe reported the balance as of October 1, 2013 in the General Fund was \$193,861.19, October receipts were \$240,739.53, Expenditures for October were \$41,096.38, leaving a balance in the General Fund as of October 31, 2013 of \$393,504.34. Amount in other banks is \$303,585.04. Balance in the Fire Fund as of October 1, 2013 was \$129,450.37, October receipts were \$2,201.04, Expenditures for October were \$11,622.59. leaving a balance in the Fire Fund as of October 31, 2013 of \$120,028.82. Amount in other banks if \$105,798.42. **Motion** by Wisniski, second by Blackmore to update the Treasurer's Policy on Checks Returned by Taxpayer's Bank by changing the returned check fee from \$20 to \$25.

CLERK'S REPORT: Mathieu reported the budget is running according to schedule.

PUBLIC COMMENT: None.

COMMISSIONER KEN HILLIARD: Absent.

COMMISSIONER KARL WAITNER: Absent.

FIRE/RESCUE: Blackmore reported that costs for the Jaws truck for a pump will be \$8,000, hoses, \$3,000, labor, unknown at this time. **Motion** by Wisniski, second by Beebe to approve approximately \$15,000 for the Jaws equipment. Motion carried. Wisniski reported the township department is working on a letter of support asking other townships to contribute funds to assist strictly for the Jaws truck equipment. Wisniski reported that he discussed an idea with the Onekama Fire/Rescue Department to coordinate other departments by all supplying information on trees, routes, symbols to designate water sources, per a request from the Forest District and County Planning Commission.

PLANNING COMMISSION: Chairman Jim Trout reported the commission wishes to thank the board for its support and input of the newly adopted Zoning Ordinance Amendments. The group's next task is to review the Master Plan. The process may take 10 months. Consensus of the board to approve work sessions during January, February and March for those in town, to work on the Master Plan during the "off months".

ZONING BOARD OF APPEALS: ZBA member Trout reported on two variances approved at two recent hearings. One is for Mark Bischak on behalf of Robert Kramig for a front yard setback at 8248 Portage Point Drive; the other is for Architect Sarah Bourgeois for Paul and Katy Rady to raze and rebuild a house on a nonconforming lot at 12483 Lakeview Road.

BOARD OF REVIEW/ASSESSOR: Assessor Ginny Martz reported Equalization gave her tentative residential study that indicates a ratio of 49.58 per cent for a two year sales study. List of PRE's local denials were faxed Nov. 2. There were no winter PRE's for the Onekama School District. Two Michigan Tax Tribunal hearings are scheduled for January 17, 2014 at the Manistee Courthouse. Both hearings are properties on Lake Michigan. Most of the new and ongoing construction parcels have been visited; all the transferred properties have been inspected. Most deeds, property transfer affidavits and PRE's have been processed. An Equalization Department representative updated the assessor's computer with new aerials and updated the GIS.

ZONING ADMINISTRATOR'S REPORT: Zoning Administrator Kris Philpot reported in addition to the two variances previously mentioned, a Land Use Permit is pending for Ed Krskywicz for Robert Grassa at 2570 Crescent Beach road, for an addition and attached garage; a Land Use Permit was issued to Young's Construction for Bill Carter to construct an enclosed porch and new sidewalk at 1980 Crescent Beach Road. She gave information to Clerk Mathieu regarding a Planning Commission seminar Tuesday, Dec. 3 in Petosky. Mathieu also said the MTA state conference will be Jan. 29-31 in Traverse City and planners can attend either of these. Mathieu needs to be notified of anyone wishing to attend.

PARKS AND RECREATION COMMITTEE: Co-chairman Jon Phillips told the board the parks committee is asking the board to consider tearing out the sidewalk on Outlot Avenue and replacing with bark chips instead. Consensus of the board is to look into this. The board asked to committee to get prices on other surface materials and bring this information back to the board. The following is the letter and Resolution needed to continue the process for approval from the Michigan Department of Natural Resources for the proposed Five Year Plan for the Village of Onekama Council, Township Board and Consolidated Schools of Onekama Board for 2014-2018:

Onekama Village and Township Community

Parks and Recreation Committee

P. O. Box 458

Onekama, MI 49675-0458

October 29, 201

To: Village of Onekama Council

Onekama Township Board

Onekama Consolidated Schools Board of Education

From: Tom H. Gerhardt, Secretary, Parks and Recreation Committee

FIVE-YEAR PARKS AND RECREATION PLAN

As you know, the Onekama Village and Township Community Parks and Recreation Committee has revised The Community Five-Year Plan for Parks and Recreation in the Village of Onekama, Onekama Township, and the Onekama Consolidated Schools for 2014-2018.

On October 28, 2013, after a public meeting on the Plan, the Parks and Recreation Committee passed a resolution of recommendation for adoption of the Plan by the governing bodies of the community involved in it. The Plan now is to be adopted in November, 2013, by these bodies.

Enclosed are the “Resolution of Adoption” and “Certification Checklist” for the Plan. At your November council or board meeting, please vote on the “Resolution.” The clerk or secretary should then list the numbers of the council or board members in favor, opposed, and absent in the blanks provided on the form and sign it. A seal may be used if available.

The clerk or secretary should also sign the “Checklist” in the blank provided under “Overall Certification.”

Please return the two forms to Gerhardt at the Onekama Township Hall, 5435 Main Street, P. O. Box 458, Onekama, MI 49675-0458, before December 1, 2013. A complete copy of the Five-Year Plan will then be given to you after the Plan has been approved by the Michigan Department of Natural Resources.

COMMUNITY RECREATION AND NATURAL RESOURCE

CONSERVATION PLAN

RESOLUTION OF ADOPTION

ONEKAMA TOWNSHIP BOARD

MANISTEE COUNTY, MICHIGAN

RESOLUTION NO. 2013-11



WHEREAS, the Onekama Village and Township Community Parks and Recreation Committee is made up of representatives from the Village of Onekama, Onekama Township, and the Onekama Consolidated Schools, and

WHEREAS, the Onekama Village and Township Community Parks and Recreation Committee began the process of developing a community recreation and natural resource conservation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the Onekama Community were provided with a well-advertised opportunity during the development of the draft Plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft Plan for a period of at least two weeks, and

WHEREAS, a final public comment session was held on October 28, 2013, at the Onekama Township Hall, 5435 Main Street, Onekama, to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the Onekama Village and Township Community Parks and Recreation Committee has developed the Plan as a guideline for improving recreation and enhancing natural resource conservation for the Onekama Community, and

WHEREAS, after the public meeting, the Onekama Village and Township Community Parks and Recreation Committee voted to recommend the adoption of the said recreation and natural resource conservation plan by the governing bodies of the community

NOW, THEREFORE BE IT RESOLVED the Onekama Township Board adopts The Portage Lake Community Five-Year Plan for Parks and Recreation in the Village of Onekama, Onekama Township, and the Onekama Consolidated Schools for 2014-2018.

Motion by Robert Blackmore, second by James Wisniski to approve Resolution No. 2013-11. Roll call vote: James Wisniski, yes; Robert Blackmore, yes; LaVonne Beebe, yes; Helen Mathieu, yes. David Meister, yes. Nays: None. Motion carried.

I, Helen Mathieu, clerk of Onekama Township, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Onekama Township Board at its regular meeting thereof held on the Fourth day of November, 2013

Helen Mathieu

Clerk

MTA Local Chapter: Wisniski reported that the group received a letter asking two MTA representatives to be on a Task Force for the County Road Commission, to try to find an avenue to fund the commission.

Wisniski and John Dontz will be on the Task Force. The MTA's next meeting will be February 26, 2014 T 7 P.M. IN Marilla Township.

PORTAGE LAKE HARBOR COMMISSION: Meister reported he was not the "architect" of the letter in the newspaper. It was created by Jim Mrozinski and the Harbor Commission. Since the original letter sent to the Manistee News Advocate newspaper contained some omissions by the newspaper, a copy of the article and a copy of the original letter was sent to the recipients who helped get the dredging accomplished. The Township Board, Township Supervisor David Meister and the Portage Lake Harbor Commission would like to express their gratitude to the following legislators and supporters of Michigan Harbors for their role in making dredging happen not only at Portage Lake in Onekama, but the many harbor towns along the Lake Michigan Coast: Gov. Rick Snyder, Sen. Darwin Booher, Sen. Carl Levin, Sen. Debbie Stabenow, Rep. Ray Franz, DNR Director Keith Creagh, Congressman Dan Benishek, Rep. Wayne Schmidt, Ron Olson (Chief DNR Parks & Rec.), DEQ Representative Barry Peterman, Corps of Engineers Officers Tom O'Bryan and Jeffrey Fritsma, Brad Comment from Kindsvatter, Dalling & Associates, Paul Petersen (DNR), Bill Boik (Chairman of Waterways Commission), Sen. Geoff Hansen, Jon Allan (Director of the Office of the Great Lakes), Dan Wyant (Director of the DEQ), and all the dedicated staff in these offices.

INVASIVE SPECIES: Chairman Mary Reed reported that financial reports were reviewed as follows: Amount assessed for the last year of the SAD: 2013 and collected in 2014, \$17,164. Estimated SAD for the 5 years is \$431,233; total amount collected for the 5 years is \$349,621. Amount under estimated costs is \$81,612. Five year summary of exact costs and income will be prepared when all the bills have been received. The committee will meet with the lake manager Nov. 18 to review the 2013 report. The past five years will be analyzed and the group will begin development of a Management Plan. The committee a renewal of the SAD and will present its recommendations to the Township Board to review prior to the December township board meeting.

WATERSHED COMMITTEE: Reed reported and introduced Pat Bentley who explained the SAW grant application. He said SAW stands for "Storm Water, Asset Management and Waste Water". The watershed group is in the process of applying for a SAW grant, concentrating on "Storm Water". He said it is 90 per cent funded, with a 10 per cent local match. The Watershed is trying to get enough "in kind" work so neither the Township nor the Watershed have to pay anything. Bentley stressed the application is strictly a "lottery"- all the applicants are "placed in a hat" and the names drawn become the recipients. **Motion** by Blackmore, second by Beebe to accept Resolution 2013-12, authorizing the SAW grant application. Roll call vote: James Wisniski, yes; Robert Blackmore, yes; LaVonne Beebe, yes; Helen Mathieu, Yes; David Meister, yes. Nays: None. Motion carried.

I certify that I am the authorized representative designated by the municipality, as defined by Section 324.5301(i) of Part 53 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, that will receive the grant for this project and that the application information being submitted is complete and accurate to the best of my knowledge.

I further certify that Onekama Township (legal name of applicant) agrees to and will abide by the covenants and certifications stipulated above.

David Meister, Supervisor

Name and Title of Authorized Representative (*Please Print or Type*)

Signature of Authorized Representative (*Original Signature Required*)

Date

Required Documents

The following documents must be submitted with this application. This grant application will be deemed incomplete if the required documents are not attached.

- (1) Authorizing Resolution. An adopted and certified copy of the attached standard resolution, **including the SAW Grant Agreement boilerplate marked SAMPLE**, must be attached.
- (2) Application Information. The proposed scope of work must be supported by the additional information required under Section E on page 3.
- (3) Cost Support Documentation. All requested costs must be supported with documentation consistent with the instructions on pages 5-7.
- (4) All of the required information listed in each of the applicable appendices must be provided.

Please return the application and the specified attachments to:

REVOLVING LOAN SECTION
OFFICE OF DRINKING WATER AND MUNICIPAL ASSISTANCE
MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY

MAILING ADDRESS

P.O. BOX 30241
LANSING MI 48909-7741

SURFACE DELIVERY ADDRESS

CONSTITUTION HALL, 4TH FLOOR SOUTH
525 W ALLEGANS ST

Township of Onekama
County of Manistee

Resolution Authorizing the SAW Grant Agreement
2013-12

Minutes of the regular meeting of the Board of the Township of Onekama
County of Manistee, State of Michigan, (the "Municipality") held on Nov. 4, 2013.

PRESENT: Members: David Meister, LaVonne Beebe, James Wisniski, Robert Blackmore,
Helen Mathieu

ABSENT: Members: None

Member Robert Blackmore offered and moved the adoption of the following resolution,
seconded by Member LaVonne Beebe.

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and
Environmental Protection Act, 1994 PA 451, as amended ("Part 52"), provides at MCL
324.5204e that the Michigan Finance Authority (the "MFA") in consultation with the Michigan
Department of Environmental Quality (the "DEQ") shall establish a strategic water quality
initiatives grant program; and

WHEREAS, in accordance with the provisions of 2012 PA 511, which provides grants to
municipalities for sewage collection and treatment systems or storm water or nonpoint source
pollution control; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other
applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient
shall enter into a grant agreement (the "SAW Grant Agreement") that requires the Municipality
to repay the grant under certain conditions as set forth in MCL 324.5204e, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to (*select one or more*)
 establish an asset management plan, establish a stormwater management plan, establish
a plan for wastewater/stormwater, establish a design of wastewater/stormwater, pursue
innovative technology, or initiate construction activities (up to \$500,000 for disadvantaged
community).

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate
principal amount not to exceed \$220,000 ("Grant") be requested from the MFA and the DEQ
to pay for the above-mentioned undertaking(s); and

WHEREAS, the Municipality shall obtain this Grant by entering into the SAW Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Supervisor (*title of the designee's position*), a position currently held by David Meister (*name of the designee*), is designated as the Authorized Representative for purposes of the SAW Grant Agreement.
2. The proposed form of the SAW Grant Agreement between the Municipality, the MFA and DEQ (attached Sample Grant Agreement) is hereby approved and the Authorized Representative is authorized and directed to execute the SAW Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.
3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if the Municipality is unable to, or decides not to, proceed with constructing the project or implementing the asset management program for which the funding is provided within 3 years of the Grant award.
4. The Grant, if repayable, shall be a first budget obligation of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.
5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees that are unrelated to the project.
6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.
7. The Municipality acknowledges that the SAW Grant Agreement is a contract between the Municipality, the MFA and the DEQ.
8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Members: James Wisniski, Robert Balckmore, Lavonne Beebe, Helen Mathieu, David Meister

NAYS: Members: None

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board _____ of the Township _____ of Onekama _____, County of Manistee _____, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act

267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Name
Township of Onekama, Clerk
Township of Onekama County of Manistee

PLA: No report.

COMMUNITY DOCK: Previously discussed.

ROADS/ERDMAN ROAD: An agreement for local road improvement was presented from the Manistee County Road Commission for 2.2 miles of Erdman, from the village limits to south of Eleven Mile road. Estimated costs are township-\$167,213 with a road commission match of \$71,663. No action was taken.

PPI/SEWER: Meister reported the group is considering a SAW grant application.

VILLAGE RAMP: Village trustee Alice Hendricks reported the boat launch is done and paid for. The Township Board requested a copy of the invoice.

CARPET: Clerk instructed to make arrangements for carpet cleaning.

CRESCENT BEACH ROAD: Meister read correspondence from residents on the road, concerned about the striping on the road. A copy of the correspondence will be placed on file under "Roads".

DREDGING (Billing): Motion by Blackmore, snd by Mathieu, to send a check for \$202,200 to M. C. M. Marina, Inc. for the approved amount for the dredging, and to mark the check "paid in full" on back of check. Roll call vote: James Wisniski, yes; Robert Blackmore, yes; LaVonne Beebe, yes; Helen Mathieu, yes; David Meister, yes. Nays: None. Motion carried.

SEWER EXPANSION PROJECT BIDS: A team of local officials and residents will hear the bidders' presentations today (Nov. 4).

F-65: Mathieu asked board members to look over the F-65.

SOUTH SHORE STREET LIGHT: Motion Wisniski, second by Blackmore to include lights for Farr Road and Smith road, and to split the cost of the South Shore light with Bear Lake. Motion carried.

PUBLIC COMMENT: None.

BILLS: Motion by Blackmore, second by Wisniski, to pay all regular and in coming bills. Motion carried.

CORRESPONDENCE:

---MSPC ---MI Assn. of Planning ---DEQ

---Manistee Chamber of Commerce

ADJOURN: 10:57 a.m.

Helen Mathieu, Clerk

