

APPROVED
EVELINE TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING MINUTES
TUESDAY OCTOBER 13, 2020
7:00 P.M.

1. **CALL TO ORDER:** The monthly meeting of the Township Board of Trustees was opened at 7:00 p.m. by Supervisor John Vrondran at the Eveline Township Hall with the Pledge of Allegiance.
2. **ROLL CALL:** Board members present – Supervisor John Vrondran, Trustee Janet Blossom, Treasurer Ron Chapman and Clerk Sandi Whiteford. Absent – Trustee Eric Beishlag. Others present, Zoning Administrator Nelson McDonald, Web Master Tom Repichowski, Denny Way and Joanne Nicloy.
3. **AGENDA:** Mr. Chapman made a motion supported by Ms. Blossom to accept the agenda as presented. Motion Approved.
4. **MINUTES:** Ms. Blossom made a motion to approve the September 8, 2020 Board of Trustees Meeting minutes as written. Supported by Mr. Chapman.
5. **PAYMENT OF BILLS:** Ms. Blossom made a motion to approve payment of bills in the amount of \$413,152.94. Checks numbered 13456 through 13489, voided check 13463 as well as an EFT payment to the IRS. Motion supported by Mr. Chapman. Motion approved.
6. **TREASURER’S REPORT:** As of September 30, 2020, the General Fund balance, including Huntington Bank Money Market of \$13,032.45, Charles Schwab Treasury Account of \$514,627.51 and the General Fund Checking of \$1,407,717.12 is \$1,935,377.08. Road Fund \$335,968.67, Fire and Ambulance Fund \$49,085.49, Tax Account \$290,405.38 Accounts balance with Clerk, supported by the balance sheet.
7. **BUDGET AMENDMENT:** Clerk Whiteford presented a budget amendment to General Fund Roads Account. Due to road projects approved after budget development and approval, an increase of the General Fund Roads account requires an increase of at least \$116,344.60. Mr. Chapman made a motion approve Resolution 1013 of 2020 to increase the General Fund Road Account by \$125,000.00 to cover additional spring road expenses. Motion was supported by Ms. Blossom.
Upon roll call vote the following voted:
Aye: Ms. Blossom, Mr. Vrondran, Mr. Chapman, Mrs. Whiteford
Nay: None
Supervisor Vrondran declared the Resolution approved unanimously. Copy of the full resolution attached to the official minutes.

8. **CORRESPONDENCE:** Received letter from Attorney Graham regarding the legal status of remote meetings. Received Press Release inviting Charlevoix County Resident to Attend Coastal Flood Map Open House. Received a request from East Jordan District Library to appoint a board member. Mrs. Whiteford made a motion to appoint Phyllis Daily as Eveline Townships representative on the Jordan Valley District Library Board. Ms. Blossom supported the motion. Motion approved

9. **SPLIT COMMITTEE REPORT:** No meeting was requested or held

10. **ZONING REPORT:** Issued four zoning permits. Collected \$367.94.

11. **ASSESSOR REPORT:**

- Property inspections are ongoing.
- The residential home market is really strong and in high demand
- Studies from the County for residential properties has been received. Expect to see another increase for 2021 assessments. Improved homes will see the most of the increase, where land values are relatively flat.
- We have the one ongoing Tax Tribunal case. I am working with Bryan Graham and that is moving along.
- Lots of paperwork and real estate transactions have taken place and that is a weekly task.
- Phone calls, emails etc.

Mr. Chapman reported that Emily Selph of Charlevoix County Equalization, has been suggested as the Designated Assessor. There will be no retainer fee. Contract must be approved by 50% of Cities and Townships.

12. **PLANNING COMMISSION REPORT:** Denny Way stated that the planners have suggested changes to the Short-Term Rental Ordinance to be reviewed at the Planning Commission Meeting. Planning Commission will also be reviewing the Park and Recreation Plan revisions. He also stated that the Planning Commission is interested in holding a joint meeting with the Board of Trustees for a demonstration of software that may help with Short Term Rental management.

13. **CITY OF CHARLEVOIX EMS UPDATE:** Supervisor Vrondran presented additional information regarding the City of Charlevoix developing an EMS Authority.

14. **CEMETERY:** Clerk Whiteford informed the board that Cemetery Sexton Doug Hilderbrant is retiring form the position and that Todd Buckmaster will not be providing lawn care services after October. Trustee Blossom presented a draft cemetery layout provided by Ferguson & Chamberlain Associates as well as suggestions from Boyne City Funeral Director and Cemetery Sexton duties.
Discussion was held regarding development of the donated property behind the existing cemetery on Ridge Road. A permit and soil test would be required. Cost estimates are \$800 to \$1000. Concerns include ground saturation, logging expense and access for

equipment and fence removal and replacement. Additional discussion tabled to the next meeting.

- 15. OTHER BOARD AND STAFF ISSUES:** Clerk Whiteford requested approval to open a government contract account with Staples which will require the credit card to be on file with the company for ordering. Mr. Chapman made a motion to approve the clerk to open a governmental account with Staples and to use the credit card as payment. Motion supported by Ms. Blossom.

Upon roll call vote the following voted:

Aye: Ms. Blossom, Mr. Vron dran, Mr. Chapman, Mrs. Whiteford

Nay: None

Supervisor Vron dran declared the motion approved.

Buoys need to be removed from the narrows. Mrs. Whiteford will communicate with George Lasater as to the possibility of having him put floats on the anchors so they do not have to be removed every year.

- 16. PUBLIC COMMENT:** Marsha Passinault inquired as to the draft cemetery layout. Denny Way responded that it is still in early stages. Terry Passinault expressed concern regarding leakage.
- 17. ADJOURNMENT:** There being no further business before the board at 8:20 p.m. Mr. Chapman made a motion to adjourn, supported by Ms. Blossom. Motion approved.

Respectfully,

Sandi Whiteford, Clerk