

# Banks Township Board Meeting

Monday, March 20, 2017

1. The meeting was called to order at 6 P.M. by Supervisor Thomas Mann. Present were Supervisor Mann, Clerk Donna Heeres, Treasurer Katy Postmus, and Trustee David Rasmussen. Absent: Trustee Tom Cooper. Also present: Mark Groenink, Don Miles, Tina Sundelius, Jerry Rasmussen, Tom Cooper, Heidi Cooper, Jarris Rubingh and Julie Waterman. Brian VanderArk arrived at 7:30 PM. Supervisor Mann led the Pledge of Allegiance and gave the Invocation.
2. **Public Comment:** Heidi Cooper and Tom Cooper addressed the Board to announce their plans for a small campground in The Preserve at Rocky Top Farms. They reported the neighbors have been contacted and are in favor of the proposal. They are requesting a Special Use Permit from the Planning Commission. The Public Hearing on the proposal will be scheduled for the May 9 meeting.
3. **Public Comment:** Jarris Rubingh addressed the Board, inviting the Firemen to attend a Farm Bureau sponsored Farm Safety and Emergency Response Training to be held April 25 at 6 PM at the Bud Boss Farm in Marion Township.
4. **Public Comment:** Tom Cooper announced a Climate workshop on Global Warming that will be held April 29 at noon in the Traverse City Open Space.
5. **Fire Department:** Fire Board meeting was held at 5 PM today. Approval was recommended for 5 new pagers @ \$475 each (Total \$2257) plus some chargers & batteries. **MOTION** by Mann, seconded by Postmus, **CARRIED** to approve the purchase. Chief Groenink announced Nate St Pierre has joined the department and will begin Firefighter I training as soon as practical. Nate lives near Atwood and is a welcome new member!
6. The meeting was recessed and the Public Hearings on the budgets was convened at 6:35 PM.
7. Supervisor Mann presented the General, Vehicle, Roads and Liquor Fund proposed budgets. Public Comments were received. Jarris Rubingh asked about the county's policy of only funding 10% of road costs. The Public Hearings were adjourned at 7:23 PM.
8. The Regular meeting reconvened at 7:24 PM.
9. **Budget Adoptions:** **MOTION** by Rasmussen, seconded by Postmus, to adopt the Fire Fund budget for 2017-18 with 1.1 mil tax levy. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED, BUDGET ADOPTED.** **MOTION** by Postmus, seconded by Rasmussen, to adopt the General Fund budget as amended. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED, BUDGET ADOPTED.** **MOTION** by Rasmussen, seconded by Postmus, to adopt the Roads Fund budget as presented. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED, BUDGET ADOPTED.** **MOTION** by Postmus, seconded by Rasmussen, to adopt the Liquor Fund budget as amended. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED, BUDGET ADOPTED.** **MOTION** by Postmus, seconded by Rasmussen, to adopt the Vehicle Fund budget. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED, BUDGET ADOPTED.**
10. **Fund Transfers:** **MOTION** by Postmus, seconded by Rasmussen, to transfer \$500 from the Liquor Fund to the General Fund for administration fees. **MOTION CARRIED.**
11. **Minutes:** The minutes of the February 20, 2017, regular Board Meeting were presented. **MOTION** by Mann, seconded by Rasmussen, to approve the minutes as presented. **MOTION CARRIED.**



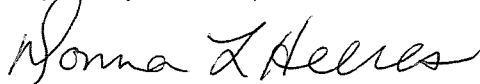
12. **Township Hall:** Jerry Rasmussen reported that the hall has been busy with activities and rentals. He recommends the urinal be replaced with a wall unit as the current one leaks and is beyond repair. He plans to do more painting downstairs. The front doors have been adjusted and now close/latch better. The Wesleyan Church is planning community services on Easter weekend. **MOTION** by Heeres, seconded by Mann, to waive the fee for Easter weekend use of the township hall by the Ellsworth Wesleyan Church.
13. **Roads Committee:** Brian VanderArk presented the report from the Roads Committee. First recommendation is to repair Clay Pit Bridge due to safety concerns and to place overlay on Coeling/Boss Road. Investigation of possible grant funding to help with the bridge project was suggested. **MOTION** by Mann, seconded by Rasmussen, to follow the recommendations of the Roads Committee to repair the Clay Pit Bridge and repair Coeling/Boss Road. Discussion followed with concerns about the low number of dwellings and low traffic counts in comparison to other roads. The rapid deterioration of the pavement will make the surface unsalvageable in a short time. **MOTION CARRIED.**
14. **Planning Commission:** PC Chair Don Miles reported on the meeting held last week. Discussion was held on the campground presented earlier by the Coopers, issues surrounding communications towers, blight concerns, as well as Julie Waterman's request for a self-sustaining farm on her property on Coeling/Best Road. Currently, the zoning does not allow this use. Clerk suggested to PC Chair that laws may have changed since the ordinance was written regarding the Mobile Home district (Waterman's property is in it) and it might be something that could be amended rather than a rezone of one parcel or a variance. An application is being prepared for a mining operation on Six Mile Lake Road. Communications towers/antennae issues are being addressed by the Zoning Administrator and applications are expected to be filed soon. Interviews are being scheduled in early April with three candidates for Planning Consultant. Mann, Cooper, Miles & Lynn Spearing (village representative) will conduct the interviews. Noise and Short Term Rental regulations continue to be discussed. The PC hopes the owners of STR will work together on self-regulation. Repeat of Public Hearing on the Green Belt amendment will be held in conjunction with other Public Hearings, possibly in May. **ZBA:** Don Miles reported on the recent ZBA Hearing on a variance application to allow a storage structure (boat house type) within the front yard setback on a parcel on Lake Michigan. He stated it was a difficult decision process and was approved with the ZBA adding one condition regarding removal.
15. **Zoning Administrator:** Andy reported three permits were issued this month. He has been working on a parcel division application to divide a three-acre homestead from acreage. Some confusion on current language in the ordinance. Don Miles will contact legal counsel to assure correct information is available.
16. **Building Committee:** Clerk reported on proposal from Marshall Music for 90 acoustical panels for the ceiling of the township hall upstairs great room. Cost of the materials, including shipping, is \$8567.94. Installation was estimated to be about \$2000. **MOTION** by Mann, seconded by Postmus, to proceed with ordering the panels at a cost of \$8567.94, delivered, in a chocolate or peat color to blend with the ceiling and make deposit on the project to Marshall Music. Roll call vote: Postmus: Yes, Mann: Yes, Heeres: Yes, Rasmussen: Yes. Absent: Cooper. **MOTION CARRIED.** Clerk will meet with historical buildings architect on Tuesday, March 28, regarding lighting project.
17. **Treasurer's Report:** Incomes & balances were shared. General Fund: \$394,817.96 with \$120,000 due from the Fire Fund; Fire Fund: \$130,033.69; Liquor Fund: \$1920.41; Roads Fund: \$136,418.42; Vehicle Fund: \$90,807.57; Grand Total: \$653,998.05. Comparison of balances from March 2016 was done. Bills represented by the attached list were presented for approval for payment. **MOTION** by Rasmussen, seconded by Postmus, to pay the bills as presented plus pagers, batteries, chargers and acoustical panels deposit. **MOTION CARRIED.**
18. **Ambulance Update:** Written report from Cody Randall to the Supervisor announced the budget was adopted; the warranty on the blown engine had expired: cost to replace the engine is estimated at



\$15,000; decision reached to scrap this ambulance and keep the one that was slated to be replaced with used ambulance from Boyne Falls: lights and parts will be salvaged to place on the BF unit.

19. **Correspondence:** Signed contracts have been received from Charlevoix & Central Lake Libraries and will be processed and sent to Library of Michigan. Notice that EMS license will be extended from September 30 to December 31 this year and annually thereafter. ParPlan News was distributed. Draft version of the Banks Township News was shared. Sheriff's report of 911 calls for February 2017 was shared: 54 total calls from Banks Township. Household Hazardous Waste Collection sites for Antrim Conservation District were shared. May 13 in Elk Rapids, August 6 in Bellaire and a new site on September 23 in Mancelona. Clerk has been awarded \$1000 in scholarship funds for continuing education through Michigan Townships Association Township Governance Academy. Letter received from Municipal Underwriters of Michigan regarding their business plan. Michigan Association of Municipal Cemeteries annual conference is August 16-18 in Frankenmuth. Village Council minutes were reviewed.
20. **Board of Review:** 2017 session is complete. Eleven appeals were heard. The BOR recommends adoption of a policy of a proportional poverty exemption rather than an all or nothing policy. Supervisor will contact legal counsel to assure the township has authority to do this.
21. **TV/Monitor for Meeting Room:** A 42" used monitor was donated for our use. However, consensus is that it is not large enough to be of value. Postmus will order a larger screen for use in meetings to display budgets, agendas, other displays and allow the board & public to better visualize items being discussed. Clerk will contact Village to cost share the unit and installation of cables and electricity outlet. Wi-Fi for FD and BTMS: still working on. Discussed installing Wi-Fi for public access and a hotspot at the township hall. Clerk will contact Mission Computers for a proposal.
22. **Mutual Aid Agreement with Antrim County:** Will ask Fire Chief for input prior to adoption.
23. **Equalization/Treasury Agreement with Antrim County:** tabled for more input from Assessor.
24. **Budget Amendments: MOTION** by Postmus, seconded by Rasmussen, to approve the budget amendments as itemized in the attached list. **MOTION CARRIED.**
25. **Cemetery Buildings:** Trustee Rasmussen will inventory equipment as soon as keys to the buildings are turned in. Also, consensus to have Brian Darrah complete the fence removal, sell the truck, and change the locks on the buildings. Clerk to meet with Brian to get insurance certificates and other details finalized.
26. **May Board Meeting:** Rescheduled for May 22, instead of May 15.
27. **Public Comment:** There was no Public Comment.
28. Next meeting Monday, April 17 at 6 PM.
29. The meeting was adjourned at 9:48 P.M.

Respectfully submitted,



Donna L. Heeres, Banks Township Clerk



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## \*Check Summary Register©

March 16-17

Name	Check Date	Check Amt	
<b>10100 CASH</b>			
Paid Chk# 000081E EFTPS	3/20/2017	\$1,672.79	941 Payment March 2017
Paid Chk# 000082E STATE OF MICHIGAN	3/20/2017	\$868.36	State Income Tax W/H 1st Quart
Paid Chk# 000083E CHARLEVOIX STATE BANK	3/20/2017	\$989.50	Credit Card Payment
Paid Chk# 008868 Cooper, Tommy	3/20/2017	\$1,071.72	
Paid Chk# 008869 Rasmussen, David	3/20/2017	\$1,079.22	
Paid Chk# 008870 Heeres, Donna	3/20/2017	\$1,546.22	
Paid Chk# 008871 Jenema, Amy	3/20/2017	\$528.60	
Paid Chk# 008872 Mann, Thomas	3/20/2017	\$1,051.52	
Paid Chk# 008873 Postmus, Katherine	3/20/2017	\$1,347.06	
Paid Chk# 008874 Rasmussen, Jerald	3/20/2017	\$352.40	
Paid Chk# 008875 Sundelius, Tina M	3/20/2017	\$128.84	
Paid Chk# 008876 Veenstra, Andrew	3/20/2017	\$347.05	
Paid Chk# 008877 A D ASSESSING, INC	3/20/2017	\$1,616.74	Assessor Contract
Paid Chk# 008878 AIRGAS USA, LLC	3/20/2017	\$308.03	FD Breathable Air
Paid Chk# 008879 ANDREW VEENSTRA	3/20/2017	\$240.00	Internet Reimbursement
Paid Chk# 008880 ANTRIM COUNTY TREAS. OFFIC	3/20/2017	\$104.17	Computer Services
Paid Chk# 008881 ANTRIM REVIEW	3/20/2017	\$34.00	Subscription
Paid Chk# 008882 BOSS LAWN & LANDSCAPE	3/20/2017	\$455.00	FD Ells Snowplowing February
Paid Chk# 008883 BRIAN VANDERARK	3/20/2017	\$25.00	Roads Committee March
Paid Chk# 008884 CHARTER COMMUNICATIONS	3/20/2017	\$198.99	Twp Internet
Paid Chk# 008885 CONSUMERS ENERGY	3/20/2017	\$414.00	Bank Bldg
Paid Chk# 008886 DAVID L HEERES	3/20/2017	\$25.00	Roads Committee March
Paid Chk# 008887 DAVID RASMUSSEN	3/20/2017	\$240.00	Internet Reimbursement
Paid Chk# 008888 DON MILES	3/20/2017	\$40.00	ZBA Semmens 3/16
Paid Chk# 008889 DONNA HEERES	3/20/2017	\$470.92	Conservation Dist Workshop 3/1
Paid Chk# 008890 DUNN'S BUSINESS SOLUTIONS	3/20/2017	\$32.27	Copier Maint Agreement
Paid Chk# 008891 ELLSWORTH FARMERS EXCHAN	3/20/2017	\$145.28	FD Diesel & Gasoline
Paid Chk# 008892 GARY STRANGE	3/20/2017	\$205.00	BOR 2 days + mtg
Paid Chk# 008893 GREAT LAKES ENERGY	3/20/2017	\$323.06	Atwood Street Lights
Paid Chk# 008894 JACK DANBERT	3/20/2017	\$50.00	ZBA Chair, Semmens 3/16
Paid Chk# 008895 JANET RASMUSSEN	3/20/2017	\$65.10	Twp Hall Hand Soap
Paid Chk# 008896 JEFF COOK	3/20/2017	\$51.77	ZBA Semmens 3/16
Paid Chk# 008897 JESSE ANDERSON	3/20/2017	\$512.33	BOR mileage to training 238x.5
Paid Chk# 008898 JOHN HASTINGS	3/20/2017	\$25.00	Roads Committee March
Paid Chk# 008899 KATY POSTMUS	3/20/2017	\$240.00	Internet Reimbursement
Paid Chk# 008900 MARK MEGREGIAN	3/20/2017	\$348.50	BOR 2 Days + mtg
Paid Chk# 008901 MICHAEL MCDUFFIE	3/20/2017	\$40.00	ZBA Semmens 3/16
Paid Chk# 008902 MICHIGAN ASSN OF CEMETERIE	3/20/2017	\$35.00	Membership dues
Paid Chk# 008903 MOLLIE WEBSTER	3/20/2017	\$300.00	Twp Hall Deposit Refund
Paid Chk# 008904 MUNICIPAL UNDERWRITERS	3/20/2017	\$16,420.00	P&L Insurance: Rescue
Paid Chk# 008905 STEVEN CHELLIS	3/20/2017	\$25.00	Roads Committee March
Paid Chk# 008906 THOMAS MANN	3/20/2017	\$240.00	Internet Reimbursement
Paid Chk# 008907 VILLAGE OF ELLSWORTH	3/20/2017	\$7,195.00	Main Street Contribution
Paid Chk# 008908 WEST SHORE PUBLICATIONS LL	3/20/2017	\$65.80	BOR Adv
Paid Chk# 008909 WILLIAM AUSTIN	3/20/2017	\$25.00	Roads Committee March

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## \*Check Summary Register©

March 16-17

Name	Check Date	Check Amt	
Paid Chk# 008910	YOUNG GRAHAM ELSENHEIMER	3/20/2017	\$170.50 Attorney Fees: ZBA Semmens
Paid Chk# 008911	CHARLES FOX	3/31/2017	\$15.00 Fire Bd Mtg
Paid Chk# 008912	JACOB VEENSTRA	3/31/2017	\$15.00 Fire Bd Mtg
Paid Chk# 008913	MARK GROENINK	3/31/2017	\$15.00 Fire Bd Mtg
Paid Chk# 008914	MARSHALL MUSIC COMPANY	3/31/2017	\$4,300.00 Twp Hall Acoustic Panels, depo
Paid Chk# 008915	OTEC	3/31/2017	\$2,419.93 FD 5 pagers
Paid Chk# 008916	RON SOWERS	3/31/2017	\$15.00 Fire Bd Mtg
Paid Chk# 008917	THOMAS MANN	3/31/2017	\$15.00 Fire Board Mtg
Paid Chk# 008918	TOM VANSTEDUM	3/31/2017	\$15.00 Fire Board Mtg
	<b>Total Checks</b>		<b>\$48,479.67</b>

FILTER: None

Banks Township  
FY 2016-17 Budget Amendments

General Fund:

Revenues:

Property Taxes: Decrease 346.85 to 89,066.15  
Personal Property Taxes: Increase 342 to 324  
Commercial Forest Taxes: Increase 9.74 to 9.74  
Summer Tax Revenues: Increase 10 to 310  
PTAF: Increase 1462.50 to 26,462.50  
Late Fees & Penalties: Increase 858.08 to 2358.08  
Dog Licenses: Increase 6.00 to 6.00  
Zoning Income: Increase 1030 to 1530  
Parcel Division: Increase 100 to 100  
State Revenue Sharing: Increase 948 To 97,132  
School Election Reimb: Increase 644.21 to 1644.21  
Presidential Primary Election Reimb: Increase 1421.43 to 2421.43  
Cemetery Lots: Increase 1325 to 2325  
Interest Income: Increase 240.28 to 440.28  
Rental Income: Decrease 3600 to 4400  
Tower Lease: Increase 7297.73 to 67,297.73  
Grant Proceeds: Increase 34,600 to 34,600  
Misc Income: Increase 1718.35 to 1818.35

Expenditures:

Township Board: Decrease from 10,400 to 8,536.26  
Supervisor: Increase from 15,510 to 16,335.04  
Auditor: Increase from 4400 to 4735  
Bd of Review: Increase from 1000 to 1514.08  
County Computer Services: Decrease from 1500 to 1250.04  
Township Hall Improvements: Increase from 50,000 to 63,627.54  
Cemeteries: Increase from 21,000 to 21,603  
Planning Commission/ZBA: Increase from 11,700 to 11,800  
Township Park: Decrease from 4200 to 3500  
Township Park Improvements: Decrease from 16,000 to 11,127.57  
Recreation Program: Increase from 3500 to 3900  
FICA: Increase from 6800 to 7349.55  
Unemployment: Decrease from 3300 to 869.04  
General Prop & Liability Insurance: Increase from 2700 to 3118  
Workers Comp Insurance: Increase from 1800 to 1887  
Misc Expenses: Decrease from 6000 to 2150

Roads Fund:

Revenues:

Millage: Decrease 346.85 to 89,066.15  
Metro Act Proceeds: Increase 723.08 to 3823.08  
Interest Income: Increase 327.38 to 347.38  
Cost Sharing Premore Road: Increase from Zero to 1700.

Expenditures:

Road Improvements: Decrease 1973.66 to 93,026.34

Fire Fund:

Revenues:

Tax Millage: Decrease 2550.41 to 93,453.59

Norwood Twp: Increase 39 to 13,039

Interest Income: Increase from ZERO to 610.68

Insurance Recovery: Increase from ZERO to 806.74

Expenditures:

Training: Decrease from 3500 To 245

Meeting Reimb: Decrease from 10,500 to 9005

Travel & Exp Reimb: Decrease from 8000 to 6867

Equipment: Increase from 8000 to 8626.57

Gear: Decrease from 10,000 to 8451.89

Computer Equipment: Increase from Zero to 90

Vehicle Repairs: Increase from 3000 to 3585.78

Fuel: Decrease from 1500 to 1042.80

Telephone: Increase from 400 to 425

Property & Liability Insurance: Increase from 12,000 to 12,330

Worker Compensation Insurance: Increase from 2500 to 2863.50

Misc Expenses: Decrease from 500 to 70

Tax Tribunal Adjustments: Decrease from 100 to Zero

Yard Maintenance: Increase from 2000 to 2309

Building Maintenance: Decrease from 3400 to 2601.12

Heat & Electricity: Increase from 6000 to 2541.71

Vehicle Fund:

Revenues:

Interest: Increase by 606.76 to 606.76

Liquor Fund:

Revenues:

State Revenue Sharing: Decrease by 27.50 to 1347.50

Interest Income: Increase by 8.35 to 8.35

Expenditures:

Inspection Fees: Decrease from 800 to 775.00

*Donna A. Heeres*  
*clerk*  
*3/20/2017*