

CALL TO ORDER: Supervisor Julian called the regular meeting of the Kasson Township Board to order at 7:00 pm, with the Pledge of Allegiance.

ROLL CALL: Members Present: Greg Julian – Supervisor, Dana Boomer - Clerk, Julia Carter – Treasurer, Roger Noonan – Trustee, Tad Carter – Trustee
Member(s) Absent: None
Staff Present: Tim Cypher

AMENDMENTS TO AGENDA – The board briefly discussed the agenda. Flagpole Light was added as New Business item d. **Noonan moved to approve the agenda as amended. J. Carter seconded. All in favor, motion carried.**

PUBLIC COMMENT: Chase Pasicznyk – Manager of Honor Bank in Lake Ann – He is new to the area and is interested in both seeing what is going on in the area and in possibly starting a business relationship between the township and Honor Bank.

MINUTES – The board discussed the minutes from the regular meeting on March 13, 2024. **Noonan moved, T. Carter seconded to approve the March 13, 2024 regular meeting minutes as presented. All in favor, motion carried.** The board discussed the minutes from the special meeting on March 23, 2024. **T. Carter moved, Noonan seconded to approve the March 23, 2024 special meeting minutes as presented. All in favor, motion carried.**

PERTINENT COMMUNICATIONS: None

PRESENTATION: Gosling Czubak was represented by Kevin Krogulecki, speaking regarding the project in Maple City. The summary of the sidewalk assessment was distributed, with the sidewalks split into Priority 1 and Priority 2 areas for fixing, as well as areas where the sidewalk is uneven or has trip hazards. Many of the Priority 1 areas are near or in driveways, where the sidewalk has had additional traffic. The study considers replacing the sidewalk as-is, with no changes or extensions. The board and Krogulecki discussed the survey. Julian has identified three local contractors who would be able to complete this work. Krogulecki stated that in his opinion, this map could be passed to a contractor with a walkthrough by board members for bids.

Krogulecki then moved to the streetscape mapping that they have done for the township. This includes discussions of curbing, which has the potential to substantially improve the drainage issues in the village, but could also create additional issues. At the moment, water flows down hill and finds its way onto various properties. Once curbs and grades start to be changed, there will need to be a substantial discussion regarding water flow. This work would require the lowering of the road bed to allow for curbing. This is not part of the Road Commission project for 2027 – they are only going to mill and re-pave the existing road. That would leave the project of lowering the road bed (and the major costs associated with it) on the shoulders of the township, which is unfeasible at this time.

The road commission is committed to rebuilding 14' from the road center in either direction, which leaves strips on either side totaling 10' to 29' that the township would be responsible for repaving. The board and Krogulecki extensively discussed the options for streetscape work in the village. The road drainage is going to be a major question going forward for the village. The existing culverts on

Burdickville Road and Western Street do not appear to be in good repair or properly sized for the quantity of water flow during a heavy rain at this time. Overall, the board determined that the steps would be to work on fixing the sidewalks, then work with the road commission to repave the township sections of the road while the Road Commission is repaving their sections in 2027, and in the meantime continue discussions on stormwater management and culvert repair and maintenance with the Road Commission. Krogulecki and the board continued the discussion of potential options for striping and streetscape work, including the potential lengthening of sidewalks to the north and then to the east and west along Burdickville Road to Olivia Drive and Western Street to Maple Street. This could be part of the 2027 work, if feasible due to the spillways and culverts. The sidewalk to the east would be much easier and could be done earlier than the rest of the roadwork, if desired. Krogulecki stated that these new sidewalks would substantially improve the walkability of the north end of the village. The board and Krogulecki briefly discussed some of the beautification options for the village.

Krogulecki, Julian and T. Carter will continue the discussion with the Road Commission with the township planning to repave their sections of road. The discussion regarding the sidewalks will be continued later in the agenda.

FINANCIAL REPORTS:

- a) **TREASURER'S REPORT:** J. Carter had previously submitted the treasurer's report to the board. Receipts total \$117,574.00. Disbursements \$218,953.20. Balance \$1,072,638.66.
- b) **BUDGET REPORT:** Boomer presented a budget report for March. The board briefly discussed.
- c) **BILL APPROVAL** – Boomer presented the updated check detail. The board briefly discussed.
Noonan moved to pay the bills as presented; seconded by J. Carter. All in favor, motion carried.

UNFINISHED BUSINESS:

- a. **Cemeteries** – Julian reported that he spoke with Leelanau Redi-Mix and they can provide the cemetery corner markers for \$12/ea. Boomer believes we may need 70-80 of them (a full count of missing markers has not been completed). **T. Carter moved, Noonan seconded to approve up to \$1,000 for the purchase of cemetery corner markers for the Kasson Cemetery. All in favor, motion carried.** The board briefly discussed ground penetrating radar for the two cemeteries – Boomer has not yet looked into costs for this.
- b. **Mining/Gravel Legislation** – Julian reported that the legislature has taken no action on the gravel legislation. Julian has been continuing to be in contact with local and state politicians to make sure they are aware of the gravel issues.
- c. **Sidewalk & Parking Ordinances** – The board further discussed the sidewalks. The board asked for bids for two items – one for the marked sections of the existing sidewalks (including Priority One, Priority Two, and trip hazard areas) and one for the extension of the sidewalks from Maple City Road east along Western Street to Maple Street. Julian has three local companies potentially interested in bidding on the project – he and T. Carter will work on getting bids for these two projects.

- d. **Park Tables & Benches** – Lanham Construction has completed the work on the benches. There are two functional tables. This item will now be removed from the agenda.
- e. **Enduro Circuit Court Case** – The briefs from the township and the neighborhood association were filed last week. Grier is currently working with Paul Olson on the possibility that some of the township legal fees from the case may be able to be covered by insurance.
- f. **Consumers Energy Easement** – T. Carter and Julian met with Consumers Energy and the builder for the new home regarding the requested easement on the township park property. Their proposed path would require the aggressive trimming of one tree on township property along the western line, and would require a guide wire from the pole running to the north along the line of cedar trees. There are several other options that Consumers Energy is pursuing, in addition to this option. Boomer will email Olson regarding the liability regarding an accessible guide wire in a township park. The board took no other action on the issue.
- g. **Olivia Drive Waterpoint** – Julian inspected the property; other than that no progress has happened on this item.
- h. **Other Unfinished Business** - None

NEW BUSINESS –

- a. **Fire Millage Resolution** – Boomer presented a draft resolution for the fire millage to be renewed on the August ballot (see attached), Resolution 10-2024. **Noonan moved, J. Carter seconded to approve Resolution 10-2024, for a millage question regarding fire and emergency medical services. Roll call vote: J. Carter (yes), T. Carter (yes), Noonan (yes), Julian (yes), Boomer (yes). All in favor, motion carried.**
- b. **Road Projects 2025/2026** – The board discussed potential items for road work over the next couple years. There are numerous roads in Kasson Township that are marked in red on the PASER report received from the county, meaning they received ratings of 1-4 out of 10 on a quality scale. Julian will be meeting with the road commission and will ask them what they will put toward work on roads in Kasson Township over the next couple years, maybe a couple miles of road per year.
- c. **Polka Fest Road Closure** – The Polka Fest is requesting the same road closure for their race that they have the past two years. There have been no issues with the road closures in the past years. **Noonan moved, Boomer seconded to approve the road closure request for the Polka Fest. All in favor, motion carried.**
- d. **Flagpole Light** – The solar light for the flagpole is not working. Julian stated that for less than \$400, Quorum Electric can run a wire underground to the flagpole with a shielded light upwards on the flag. Julian will also ask him to add a duplex outlet to the box. **Noonan moved to approve \$400 for Quorum Electric to complete the electrical work. J. Carter seconded. All in favor, motion carried.**
- e. **Other New Business** - None

CAPITAL PROJECTS – EXPLORATION

- a. **Maple City Improvement Project** – This was discussed earlier.
- a. **Township Hall Renovation** – The parking lot lights were installed today. J. Carter asked about power washing the building. Lanham Construction will power wash the building. Flaska Construction still has building painting to do. The parking lot painting will also be done, weather dependent.
- b. **Fire Department Capital Improvements** – Two documents were distributed – a memo from Gordie Fraser regarding process steps and a document from Chief Doornbos regarding mapping for a potential additional station. The memo from Jennifer Graham at Gordie Fraser outlines recommended stages for the process of the construction of a new fire station, with the recommended next step being conceptual renderings, cost estimates, and the appointment of a fire station design committee to oversee this process. Gordie Fraser has a preliminary budget estimate of up to \$20,000 for working with a fire station design committee to prepare conceptual site plans and building renderings.

Architectural and engineering drawings for a new station building and site will likely cost approximately \$300,000, which is part of the overall cost already estimated. T. Carter asked about using drawings for an existing station to lower the cost. Usually, architectural and engineering drawings are not allowed to be used for multiple buildings, in part due to intellectual property issues and in part due to differences between sites and township/county regulations. However, it can be researched whether using the same architect/engineer as an existing station would lower the cost. Chief Doornbos has developed some initial mapping for two potential locations for an additional location, as well as areas for further research. The board briefly discussed potential locations.

The first step to move forward would be to set a fire station design committee. This can be done either as a committee of the whole, with all board members participating, which would require meetings to be open and posted. Another option would be to create a committee with only two board township board members and fill out the committee with anyone from the Fire Board or community who might be interested. The board had consensus to create a committee of the whole, including the board and the Fire Chief at this time, and to hold separate open, noticed meetings to work on the design of the fire station. If there were members of the public interested in being on this committee, or other experts who would be helpful as members, they can be added later.

A more extensive scope of work regarding conceptual drawings and meetings with the design committee was requested from Gordie Fraser to allow getting additional bids for conceptual work. The board would like to see bids from a couple of other companies regarding conceptual drawings and work with the design committee.

The board determined that the committee of the whole will meet later in the month, potentially at 6 pm. Boomer will work with board members and Doornbos to set a meeting for later in April to begin looking at design options.

At the fire board meeting, it was stated that Cleveland's main reasoning for not participating is that the western half of their township is fairly unpopulated. Regarding the fire board, Comeaux suggested hiring a consultant to conduct a study regarding where the most appropriate location for a station would be. Doornbos is going to be looking into prices for that. The board briefly discussed and took no further action.

REPORTS: Planning Commission (PC) – The PC looked at clarifying M-72 screening for the Sleeping Bear Storage, and had the initial presentation for a mixed use of the Red Barn. They are reviewing their bylaws and working on some changes to the Zoning Ordinance. T. Carter stated that he would like to review sections of the Zoning Ordinance that need to be tightened. Julian had gotten calls from the public regarding the need to tighten the Zoning Ordinance. Boomer wants to make sure that the public is aware that just because you tighten the ZO doesn't mean the lawsuits will stop – anyone can take the township all the way to the Supreme Court on any issue they want, if they have the time and money. Noonan states that the ZO is a working document that will always be changing.

Zoning Administrator (ZA) – Cypher had previously submitted written reports to the board. He provided an update of work that will be in front of the PC this month. He has been working with MDARD, the Health Department, the Code Office, and Grier on various projects through the month, including projects with Sleeping Bear Storage, the Red Barn, Lively/Backyard Burdickville, and a proposed new cell tower in the gravel district. He has been working on complaints in the township related to the use of an RV as a dwelling.

He received a call from Julian regarding some issues with the timeliness of his responses to township citizens. In response to this, he stated that last fall and over the winter he had health issues and lost a trusted administrative assistant. He takes responsibility for the delays that came from his end. However, other times delays are due to incomplete applications or missing permit fees. He has been training a new administrative assistant, who will be assigned to assisting with responding to emails and phone calls, preferably within 72 hours. He is working on implementing a state of the art permit software system at no cost to the township, which will allow applicants to complete and submit applications online and check on the status of those applications. The paper applications will also be maintained for those without internet access, but those are frequently the ones that are submitted incomplete and without needed information and cause delays in the process. He stated that the board will likely always receive complaints, because he can't make everyone happy or give them exactly what they want. He hopes the board will accept the corrective actions that he has put in place, and feels that his expertise can continue to be of use to the township.

Supervisor – Julian summarized his activities for the month. He has contacted the Road Commission twice about reflectors on Baatz Road, but has not heard back.

Assessor – Standard assessing business is ongoing.

Fire Board – Union negotiations meetings will be starting in June; that contract expires in early 2025. The National Park Service has been doing prescribed burns for the spring season.

Clerk/Elections Report – Boomer, J. Carter, and Nelson are preparing for the township audit, which will have its in-person day in early May.

COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports – The hall will be used by the Rose Hill Cemetery Association.

PUBLIC COMMENT: Ryan Noonan asked if there were any safety considerations with having a fire station opening on M-72. Boomer stated that there are good sight lines on M-72 between Newman Road and Maple City Road for entrance onto the road by emergency vehicles.

BOARD COMMENT: Noonan stated that the three major farms in Kasson Township are all on M-72, and this needs to be considered for fire coverage.

The next regular meeting will be Wednesday, May 8 at 7 pm.

Motion by J. Carter to adjourn, second by Noonan / **All in favor, motion carried.** Meeting adjourned at 9:32 pm.

Submitted by:
Dana Boomer, Township Clerk

DRAFT

KASSON TOWNSHIP

LEELANAU COUNTY, MICHIGAN

**RESOLUTION SUBMITTING THE QUESTION OF A MILLAGE PROPOSAL FOR FIRE AND EMERGENCY
MEDICAL SERVICES**

BALLOT QUESTION

Resolution No. 10-2024

WHEREAS, the Kasson Township (“Township”) provides, and desires to continue providing, fire protection and emergency medical services; and

WHEREAS, townships may provide fire protection and emergency medical services (“Services”) as authorized by Public Act 33 of 1951 [MCL 41.801 et seq] and Public Act 50 of 1960 [MCL 41.711 et seq]; and

WHEREAS, townships may impose and levy ad valorem property taxes to finance lawful public services, as authorized by the Michigan Constitution of 1963 and other laws; and

WHEREAS, the Township desires to ask the voters in the Township to authorize said millage authorization in the amount of 2.5 mills (as reduced by the Headlee rollback); and

WHEREAS, the cost of providing said Services exceeds the revenues generated by the proposed millage authorization; and

NOW, THEREFORE, BE IT RESOLVED that there shall be submitted to the electors of Kasson Township, Leelanau County, it to be placed on the August 2024 election ballot, the following proposition:

FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES

MILLAGE PROPOSAL

Shall Kasson Township impose up to 2.5 mills (\$2.50 per \$1,000 of taxable value) in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution and levy it for a period of two (2) years, 2024 through 2025, inclusive, for the purpose of providing fire protection and emergency medical services (EMS) funding for Kasson Township, which contracts with Cedar Area Fire and Rescue, at the Township Board’s discretion, to provide such fire protection and EMS services. The 2.5 mill increase will raise an estimated \$367,000 in the first year the millage is levied.

Yes

No

At a regular meeting of the Township Board for the Township of Kasson on April 10, 2024, adoption of the foregoing resolution was moved by Noonan and supported by J. Carter with approval as to Form by Attorney and County Clerk's office.

Voting for: J. Carter, T. Carter, Noonan, Boomer, Julian

Voting against: None

Absent: None

The resolution was declared adopted by the Township supervisor.

CERTIFICATE

I, Dana Boomer, the duly appointed and acting Clerk of Kasson Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a regular meeting of the Board held on April 10, 2024, at which meeting a quorum was present; and that this resolution was ordered to take immediate effect.

/s/ Dana Boomer

Dana Boomer, Clerk

DRAFT