

**Lake Township-Roscommon County
Public Workshop
September 25, 2019 @ 4:00 p.m.**

The Lake Township Board met on Wednesday, September 25, 2019, for a public workshop. Meeting called to order at 4:00 p.m. The Pledge of Allegiance of the United States of America was recited.

Present: Dave Emmons-Supervisor, Harry Trier-Treasurer, Tonya Clare-Clerk, Tony Farhat-Trustee

Purpose of meeting: To discuss the following:

Trustee Appointment

Discussion of Master Plan Projects (Township Hall/Muskegon Bridge, etc.)

Emmons added Alternate to ~~Houghton Lake Improvement Board~~ BOARD OF REVIEW to agenda.

Emmons noted that if anyone wants to run for Trustee in November 2020, should apply in April.

Motion: Emmons to accept appointment of Chris Lukatch as Trustee. **Seconded:** Trier.

Roll call vote: Farhat-yes; Trier-yes; Clare-yes; Emmons-yes. **All ayes. Motion carried.**

Trier verified Lukatch is able to attend Ambulance Authority meetings every third Wednesday of every month. Trier stated that he would sit in Lukatch's place when he is gone for a couple of winter months. Lukatch will also represent the board on the Planning Commission.

Emmons reported that he and Clare toured with Roscommon County Road Commission last week. Clare reported that Roscommon County is looking into design and funding with grants through the Department of Ag for a ten foot wide wood bike and foot bridge over the Muskegon River. The process is approximately one year out.

Emmons noted that the Master Plan written by Planning Commission states that the township will develop a township office center for the residents, but nothing has been done in several years. A survey by the public indicated: 1. People would like sewer fund money back; 2. Firetruck, which was purchased; 3. Replace Muskegon bridge with a foot bridge, which RCRC is working on; 4. Bike trail; 5. Remodel current hall; 6. Purchase property for a park; 7. Build a new township hall; 8. Speed signs; 9. Additional roads in cemetery. The township currently has \$267,000 in sewer fund with additional \$85,000 being repaid by the Fire Department at end of year. Clare suggested to do something; need to make a decision to move forward.

A prior bid was received for \$330,000 to renovate current hall from Intelligent Design L.L.C.; with approximately \$23,000 to oversee rebuilding. Clare read an article from March 2017, regarding bike paths, in which the roads are now being widened. Trier suggested using the sewer fund money for what the people want to do. Rose researched and found that the Houghton Lake Campground cannot be taken over for a park. Public hearing was held about a year ago to decide what to do.

Planning Commission recommended a township hall with mandatory office hours, mandatory hours that office be manned by someone, set minimum office hours for board members, location, secured storage space; conference room large enough for voting; enable room to grow and expand in the future.

Emmons opinion is that the clerk needs an office and office space for the part-time employees. Other suggestions; hire a cashier assistant to answer phones, issue garage permits, etc. Clerk work is the same in every township whether it is a bigger township or not; a very busy job!

Trier feels the focus is on the clerk needing more office space, not treasurer, trustees, or supervisor; doesn't feel the need for a new township hall for more office space for the clerk; get facilities for clerk and deputy clerk to work out of.

Sheila Sensor feels the people need a township hall ~~with an office for each~~ WHERE RECORDS CAN BE KEPT AND SOME OFFICES FOR OFFICIALS. She feels that people don't want to drive out to the current location of the hall. Trier stated that he didn't hear any complaints about driving out to the hall when collecting taxes.

Emmons stated the township hall is old, but the township owns it. The vault downstairs needs to be cleaned out, and old records destroyed. If add on to current hall, need two offices, one for the clerk and one for records for clerk, planning commission, and ZBA records.

Trier suggested building a separate office location next to the hall for the clerk's office and office records. Don't mess with the current township building due to remodeling or demo costs; asbestos may be involved.

Rose suggested for a short-term answer, build something at fire station, connected or separate, big enough that the fire department can utilize later, if don't want to spend \$300,000. Newly elected officials may want an office rather than work out of their home.

Tom Glennan presented his background experience in writing, including grants and is willing to help in obtaining grants.

Clare noted that the current hall is too small for voting, certain perimeters needs to be met, election equipment closet is too small and is not temperature controlled for expensive equipment.

Jean Jacobus feels need to build office that can be added on to, clerk and office storage, people don't like driving out to the current hall.

Farhat complained about the smell of the current building, hard to hear when furnace kicks on, board should be on mikes, and residents with public comments should be on mikes. He agrees that it is time to build a new hall that includes offices, but not sure where. Might infringe on fire department's

space if build there. Suggests tear down old and build at current site. Tear down old. Vault is not a clean environment to work. Further discussion of the property west of fire station.

Tonya's wish list for a hall consists of: ADA compliant, smoke alarms, vault, storage, temperature-controlled room for election equipment, entrance with glass for postings, drive-up drop box for property tax payments and election ballots, and fireproof files. The deputy would work with the clerk.

Treasurer Trier stated that he needs a computer and file cabinet; he doesn't require office hours.

Another resident spoke in favor of rebuilding on the current site for clerk/deputy clerk office and storage for election equipment and township files.

Emmons confirmed that consensus is that a new building is needed with a couple of offices for clerk/deputy clerk, vault, storage for township records and election equipment. Emmons will research and talk to some builders. Clare read requirements for building a commercial building by David Doll, Building Inspector. Doll noted that Lyon Township recently built a commercial building and the township may want to talk to Craig there.

Emmons brought some plans for 50 x 72 and 52 x 68 buildings. He stated that Arrow Homes offered by TO do architectural plans for \$2,000 if they build the building.

Trier noted that he will retrieve the deed for the current Michelson Road property that states "for township facility". Further discussion of looking into building a new hall and the ability to build on for future growth. Sharon Mika reminded to think about technical aspects for the new building.

Motion: Emmons to allow himself and someone else to pursue building design work and get somewhat of a cost for a new hall on the two lots by the fire station. **Second:** Clare.

Clare, Farhat and Emmons in favor; Trier opposed.

Motion: Emmons to appoint David Russo Jr. as alternate on Board of Review. **Second:** Trier. **All in favor.**

Meeting adjourned @ 5:30 p.m.

Respectfully submitted by

Patricia Ryan, Lake Township Deputy Clerk

Approved with corrections at October 8, 2019 Regular Board Meeting