

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, Tad Carter – Trustee, Roger Noonan – Trustee
Member(s) Absent: Julia Carter – Treasurer
Staff Present: Tim Cypher, Zoning Administrator

AMENDMENTS TO AGENDA – The board briefly discussed the agenda. Boomer asked to add Complete Outdoor proposal to New Business. Julian asked to add township hall air quality to New Business. **T. Carter moved to approve the agenda as amended. Noonan seconded. All in favor, motion carried.**

PUBLIC COMMENT: Jeff Ross – He submitted an email of interest regarding the open slots of the Planning Commission. He wanted to introduce himself and share his phone number with board members interested in speaking with him regarding the position. He has served on several non-profit boards both in this area and downstate, and has experience with governmental committees and zoning issues. He also asked who he would approach with ideas regarding the cemeteries – that would be the township board.

MINUTES – The board discussed the minutes from the regular meeting on February 15, 2023. **T. Carter moved, Noonan seconded to approve the February 15, 2023 regular meeting minutes as presented. All in favor, motion carried.**

PERTINENT COMMUNICATIONS: None

PRESENTATION: None

FINANCIAL REPORTS:

- a) **TREASURER'S REPORT:** J. Carter had previously submitted the treasurer's report to the board. Receipts total \$571,825.42. Disbursements \$410,713.87. Balance \$1,325,613.77. The majority of the receipts were winter taxes which had not yet been dispersed – this has since been completed.
- b) **BUDGET REPORT:** Boomer presented a budget report for February. The board briefly discussed.
- c) **BUDGET AMENDMENT:** Boomer presented a propose budget amendment (see attached). The board briefly discussed. **Noonan moved, T. Carter seconded to approve the budget amendment as presented. All in favor, motion carried.**
- d) **BILL APPROVAL** – Boomer had previously presented the check detail. An updated list of bills to be paid was presented at the meeting. The board briefly discussed. **Noonan moved to pay the bills as presented; seconded by T. Carter. All in favor, motion carried.**

UNFINISHED BUSINESS:

- a. **Cemeteries** – Noonan has been continuing to have contact with the neighbor regarding the fence work at the East Kasson Cemetery. Julian stated that he has not been able to find a contractor willing to do the work at a reasonable price. Noonan has received a quote from Apple Fencing for 300' of materials for \$3,604, or approximately \$12/ft. The neighbor has purchased her supplies. Noonan believes he has enough help to get the fencing installed when the snow melts. **T. Carter moved to approve up to \$6,000 in materials from Apple Fence Company for the East Kasson Cemetery fence. Boomer seconded. All in favor, motion carried.**
- b. **Mining/Gravel Legislation** – There is the possibility of a new gravel bill being brought before the legislature, with proposals by both sides. Julian is working with Grier and the MTA on the issue, and is drafting a letter to the two new legislators regarding the issue.
- c. **Sidewalk Ordinance** – No discussion - tabled
- d. **Township Master Plan** – The PC is currently discussing proposed revisions to the Master Plan, and has not yet re-forwarded the document to the Township Board.
- e. **2023/24 Budget** – An updated 2023/24 budget had been included in the meeting packet, including changes discussed at the February meeting. The board briefly discussed. Minor changes will be made before the final approval after the Annual Meeting on Saturday.
- f. **Other Unfinished Business** - None

NEW BUSINESS –

- a. **Tax Bill Mailing** – Boomer requested on behalf of the fire department that the board approve an insert from Cedar Area Fire & Rescue in the mailings for the summer taxes. The fire department is interested in including a mailing regarding efforts property owners can take to mitigate wildfires on their properties, which would also include contact information for the fire department if property owners would like an inspection of the property focused on wildfire prevention and mitigation. The fire department will pay for all printing and mailing costs over and above what would normally be charged for the tax mailing. **Noonan moved, T. Carter seconded to authorize the insert of a fire department communication in the summer tax mailing. All in favor, motion carried.**
- b. **Amendment to Pre-Payment Resolution** – Boomer requested an amendment to the 2019 pre-payment resolution (see attached), which would add Steven's Propane to the list of allowed pre-payment vendors. **T. Carter moved, Noonan seconded to approve Resolution 07-2023, Pre-Payment Resolution (amended). Roll call vote: Boomer (yes), Julian (yes), Noonan (yes), T. Carter (yes). All in favor, motion carried.**
- c. **Complete Outdoor Contract** - Complete Outdoor submitted a proposal for outdoor services at the township hall, park and cemetery. The quote was for:
 - Spring clean up at Kasson Township Cemetery - \$585 x 1
 - Spring clean up at East Kasson Cemetery - \$485 x 1
 - Spring clean up at town hall - \$85 x 1
 - Mow and trim town hall - \$50/time

- Mow and trim Maple City Park - \$90/time
- Mow and trim Kasson Township Cemetery - \$160/time
- Mow and trim East Kasson Cemetery - \$100/time
- Trim bushes at MC Park & haul trimmings - \$180

The board briefly discussed. **Noonan moved, Boomer seconded to approve the proposal from Complete Outdoor for outdoor services during the 2023 year. All in favor, motion carried.**

- d. Township Hall Air Quality** – Julian received a communication from a resident that was concerned about possible mold in the hall. No sign of mold has been seen, but someone who was at the hall thought they smelled mold. In addition, another resident coming into the hall thought that the air quality was potentially poor. Julian has spoken with the township insurance adjuster and attorney, the MTA, and the county health department regarding this issue. Julian approached Northern Analytical Services out of Big Rapids about a quote for mold testing, which came back at \$900 to \$1,500 to perform a preliminary site visit and conduct air quality testing. Noonan doesn't think that this needs to be pursued; T. Carter agrees. This is an old building which is not being used regularly – there will be musty odors when a building sits unused. Boomer would agree – there has been no sign of mold during the renovations of the basement or bathrooms, or during the repairs to the roof and soffit over the last few years. Julian thinks this issue shouldn't be taken lightly and the quote is reasonable. He wanted to bring this to the board's attention. Julian disagrees with the consensus of the board and thinks there should be an immediate investigation into air quality testing.

- e. Other New Business** - None

CAPITAL PROJECTS – EXPLORATION

- a. Maple City Improvement Project** – Julian and T. Carter have been in contact with Gosling Czubak and they are moving forward with their project. Julian is still working on putting together a meeting with the project coordinator and the Road Commission. Noonan stated that a couple of residents had requested that DTE be contacted to cover up their pipes and do some landscaping around the recently installed piping at the Habitat development in Maple City.
- b. Township Hall Renovation** – Julian and Cypher have been working with Mr. Flaska regarding the project and possible issues with the road setback. In conversation with the Road Commission, it has been determined that there is approximately 8.5' of room between the existing building and the road right of way. However, it has been recommended that a survey be conducted of at least the front of the property. The board had consensus for Julian and Cypher to contact Zach Baker and check to see if he would be available to survey the front line of the building prior to construction beginning. Mr. Flaska is working on permitting.
- c. Fire Department Capital Improvements** – Julian has been continuing to work on finding potential properties for a new fire station, reaching out to both realtors and citizens in the area.

REPORTS: Planning Commission (PC) – The February meeting was cancelled. The March meeting will be next week.

Zoning Administrator (ZA) – Cypher had previously submitted written reports to the board. Cypher summarized his reports and updated the board on ongoing zoning activities. At their March meeting, the PC will be receiving a presentation from a group regarding the possibility of hosting Enduro

Motocross races in the township. The PC may be setting a public hearing regarding the topic, depending on the outcome of the discussion. The Master Plan will be being finalized and discussed by the PC either in March or April. Cypher is continuing to work on ongoing zoning issues and questions.

Supervisor – Julian summarized his activities for the month. The Road Commission will be attending either the April or May meeting with their annual report.

Assessor – March Board of Review meetings are ongoing.

Fire Board – Julian summarized the Fire Board meeting for March. Three applicants have been hired for the new full-time positions starting the first week of April.

Clerk/Elections Report – Nothing to report at this time.

COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports – There are no issues with building and grounds. There is a church music group meeting the first Sunday of the month from 4-6 pm – they will be using the hall in April. There are a baby shower planned for the hall in March. Julian will have the hall cleaned after the March activities.

PUBLIC COMMENT: Don Drabik stated that he received a scam email purporting to come from Julia Carter, requesting his assistance with transferring funds. He notified Julian of this email. Boomer stated that these emails are becoming increasingly frequent, and she believes they are targeting the directories on the county website. Anyone who receives these emails should either delete it immediately or, if they are unsure if it is a scam, contact the sender by other means.

T. Eftaxiadis – He would like to address the alleged mold issues at the hall and associated testing. This discussion came up during the Board of Review meeting; he is not aware of any previous issues. One member of the Board of Review stated that a prospective candidate for the Board of Review had stated that he would not apply for the position because that person felt there was mold in the building. Eftaxiadis is unsure of the expertise of the person stating this. He is aware that there had previously been some water leakage in the building and places where the drywall tape has started separating. Based on his experience in dealing with buildings where remediation is needed and where mold was discovered; in the vast majority of those cases, when testing for mold was completed, mold was found. Only industrial hygienists can determine which molds are present and whether they need to be addressed. Eftaxiadis suggested to Julian and the Board of Review that the first thing he would recommend would be to test, and he gave some potential contacts to Julian. Any testing needs to be done by a certified professional, and only after that testing is done could it be determined if remediation actions needed to be taken. Eftaxiadis summarized the testing and analysis process. Eftaxiadis would recommend that testing be conducted.

Amede DeCruydt – DeCruydt was at the county board and they mentioned that fiberoptic lines are coming to the county, starting at the southern end of the county. The board and public briefly discussed the expansion of fiberoptic in the county.

BOARD COMMENT: T. Carter asked if the Board of Review members have finished their training. Julian stated they had, and that documentation will be forwarded to the Clerk and Assessor.

Julian stated that he wishes there would have been more support for the issue of air testing. He wouldn't have contacted the health department, legal counsel, the township's insurance, and other parties if he didn't think this was a significant issue.

The annual meeting will be Saturday, March 18 at 10 am, with a special meeting to follow.
The next regular meeting will be Tuesday, April 11, 2023 at 7 pm.

Motion by Noonan to adjourn, second by T. Carter / **All in favor, motion carried.** Meeting adjourned at 8:25 pm.

Submitted by:
Dana Boomer, Township Clerk

Proposed Budget Amendments – 2022/23 Budget

March 2023

Increases

101-262-726 Election Supplies	3,000
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101-265-970 Township Hall Capital Outlay	7,500
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Reductions

101-101-970 Township Board Capital Outlay	10,500
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**RESOLUTION 07-2023
TOWNSHIP OF KASSON
COUNTY OF LEELANAU**

UPDATED

Resolution Authorizing Pre-Payment of Certain Bills

WHEREAS, the Township of Kasson has budgeted funds for payment of obligations, including utilities and preapproved proposed maintenance; and,

WHEREAS, the payment of these items occasionally arrives out of time for placement on the next available list of bills, thereby inadvertently placing these bills in arrears because of the schedule of meetings; and,

WHEREAS, the Township Supervisor has advised that the governing body may provide for the prepayment of these items, so that they may be paid in a timely manner without penalty.

NOW, THEREFORE BE IT RESOLVED by the Township of Kasson Board in the County of Leelanau, State of Michigan, that the clerk be and is hereby authorized and directed to make prepayment of the following vendors prior to the same appearing on the next meeting's list of bills:

1. Century Link (telephone and internet)
2. Consumers Energy (electric)
3. Williams & Bay (pumping)
4. Lanham Construction, Inc. (snow plowing and snow removal)
5. Complete Outdoor (landscaping)
6. Stevens Propane (propane)

The foregoing resolution moved by T. Carter, seconded by Noonan.

Upon Roll Call Vote, the following voted:

Aye: Boomer, Julian, T. Carter, Noonan

Nay: None

Absent: J. Carter

The Township Supervisor declared the resolution adopted.