**Homestead Township**

Regular Board Meeting

October 3, 2022

*A regular meeting of the Homestead Township Board was called to order at 6:01pm by Supervisor Tia Kurina-Cooley.*

Pledge of Allegiance was said.

**PRESENT BY ROLL CALL:**  Mike Mead, Tia Kurina-Cooley, Karen Mallon, Bess Butler. Absent: Pat Delorme.

**APPROVAL OF AGENDA**: Motion by Cooley to approve agenda. Support: Butler.  All ayes; no nays. Motion carried.

**APPROVAL OF MINUTES**:

Motion by Cooley to approve the September 6, 2022, Regular Board meeting minutes. Support: Cooley. All ayes; no nays. Motion carried.

**PUBLIC COMMENT:** None

**CORRESPONDENCE**: None.

**REPORTS**:

**Zoning Administrator:** Written report submitted. Draft CIP. Requested an “input” session prior to the November 2022 Regular Board meeting at 5:00pm. Requested another session to meet on Saturday, September 3, 2022.

**Assessor**: No report submitted. Assessor not present. Supervisor advised of the Board of Review meeting coming up in December.

**Parks:**

Platte River Park – HARP reports construction continues. No maintenance services needed for the winter. Supervisor states she will speak at the upcoming HARP meeting regarding bookkeeping and accounting policies and procedures specific to the Township’s fiduciary responsibilities to the DNR Grant and Platte River Park.

Homestead Township Park – Purchase reports that the water will be shut off mid-October. Requesting funding for topsoil for repairs in the park and will need two loads at $200.00. Plans in place to work on the garage and get lighting working again.

**Planning Commission**: Meeting cancelled.

**Fire Department:** No written report presented. Markey reported that Fire Department did not participate in the IRON Man due to Fire Chief having Covid.

Marky spoke on the auctioning of the fire truck and stated that the Benzie County Road Commission utilizes the services of the same auction company. Mallon advised the Board that it is bad practice to sign off on a vehicle title without the vehicle being sold as once the title is signed off, the Township no longer has a legal claim of ownership.

Request for approval for new fire department Ground Support employee. Motion by Cooley to approve Dimitri Denune as fire department Ground Support. Support: Mallon. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Butler – yes. Motion carried.

**County Commissioner:** Paul Beechcraft hired at the Road Commission. Discussion on ARPA funds disbursement continues. Board of Commissioners has authorized the following funding: $500,000.00 to Homestretch for affordable housing project; $120,000.00 to land trust in Frankfort. County working on broadband services for county residents who are underserved and unserved.

**Treasurer:**  Written and submitted.

**Clerk:** Written and submitted. Need insurance breakdown from Fire Department to reimburse General Fund for insurance payment.

Motion by Cooley to accept reports as presented.  Support: Butler.    All Ayes; No Nays. Motion carried.

**FINANCE:**

**General Fund:** Motion by Cooley to approve APs for GF with additional invoice as presented. Support: Butler. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Butler – yes. Motion carried.

**Park and Rec:** Motion by Cooley to approve APs for GF with additional invoice as presented. Support: Butler. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Butler – yes. Motion carried.

**Fire Department Operations:** Motion by Cooley to approve APs for Fire Operations, with additions presented. Support: Butler. Roll Call: Mallon – yes; Mead – yes; Cooley – yes; Butler – yes. Motion carried.

**NEW/OLD BUSINES:**

**Building and Park Updates:**

Park Closure**:** Discussion held regarding the closure of the park. Water will be shut off mid-October. The Board has decided that the water will be shut off and the restrooms will be closed, but the park will remain open for the public to use. The road leading up to the park will not be maintained during the winter.

Snowplow Bids: Bids will be taken for plowing of the township hall grounds. Bids will be due no later than October 30, 2022, to the Clerk.

Building Repairs Update: Nathan Johnson has submitted a report of work done to the Supervisor and has agreed to repay the Township $2,000.00 of the $3,750.00 paid to him by the Township under a contract agreement from March 2022. Shannon Purchase, Grounds Manager, stated he will be able to complete the work needed on the building and the park grounds.

Audit Review: Supervisor presented materials for the Board to review.

Steering Committee: Open house will be held Wednesday October 26, 2022, at 5:30pm to discuss the results of the survey. This will be an open discussion for the public. Motion by Mallon to pay Planning Commission and ZBA members who attend this open house. Support: Cooley. Roll Call: Cooley – yes; Butler – yes; Mallon – yes; Mead – yes. Motion carried.

Platte River Park Bookkeeping: Discussion held regarding the bookkeeping aspect of the DNR grant and Platte River Park. The township is responsible for the park expenditures and upkeep per DNR grant. Supervisor will be attending the HARP meeting on Thursday October 6, 2022, and will discuss this matter with HARP.

**Liquor License – Zelda Gray Northern Auto**: Zelda Gray requests a liquor license transfer for her Tipsy Canoe establishment. She states that her request is a Class C designation and represents a change to her original request made the Board. This is tabled to the November 2022 Board meeting to allow Board members to review the license application.

**PUBLIC COMMENT:**

Zelda Gray offers insight to the process of vehicle auctions and how it might apply to the auctioning of the Township’s fire truck to be offered on auction. She has a business in which she is familiar with vehicle auctions and recommends that the Township does not sign over the title without the vehicle first being sold.

Motion by Cooley to Adjourn Regular Board Meeting at 7:39 pm.  Support:  Mead.  All ayes. Motion carried.

I hereby certify that the minutes contained herein are the draft minutes of the October 3, 2022, Regular Board meeting. Signed herein by the Homestead Township Clerk, Karen Mallon on this the 8th day of October, 2022.

Respectfully Submitted:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Karen Mallon, Clerk