

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
JUNE 6, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

ITEM 1: CALL TO ORDER

The meeting was called to order with the pledge of allegiance by Supervisor Kramer at 7:00 pm

ITEM 2: The supervisor led the board and public in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

Present – Supervisor Kramer, Clerk Reidsma, Trustee Vance, Treasurer Dillaha

Staff Present: Ron Odenwald, Cindy Wimer

Quorum present – one open board position

ITEM 4: BOARD MEMBER CONFLICT OF INTEREST STATEMENT

Supervisor Kramer reported a potential conflict of interest regarding the real estate sales agenda item given his 2nd cousin's relationship with a potential buyer.

ITEM 5: APPROVAL OF MEETING AGENDA

MOTION: Move to pull the Airport Report from the consent agenda and add as Item h. in new business.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

MOTION: Move to approve the agenda.

Moved by Vance, seconded by Reidsma.

MOTION CARRIED by unanimous voice vote.

ITEM 6: PUBLIC COMMENT ON AGENDA ITEMS

The floor was open for public comment at 7:03.

- J. Schaum – Comments on ex-official member for Planning Commission.
- B. Henderson – Correspondence not included in the Board Packet.
- D. Webb -- Budget account balances, bank reconciliations, lighting funds required in budget.

Public comment was closed at 7:10 pm.

ITEM 7: APPROVAL OF CONSENT AGENDA

Consent agenda items include – Bills Report, Treasurer, Minutes, Correspondence, Library, Police, Parks, and Planning Commission.

MOTION: Move to approve consent agenda items.

Moved by Vance, seconded by Reidsma

MOTION CARRIED by unanimous voice vote.

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ITEM 8: OLD BUSINESS

ITEM 8a: VA Clinic Development:

VA Clinic development update was given by Jeff Koznack. It's a 14,000 sf facility, which is twice the size of current VA facility in Mackinaw. The Mackinaw facility will eventually close and the Indian River VA personnel will move here. The developer will turn over the building in mid-July to the VA. Opening TBD. Jeff also shared that the closed Paula's Café will be demolished beginning Monday, 12th, with a new business to be announced.

ITEM 8b: SEWER SYSTEM -- PERFORMANCE ENGINEERING, Inc.

Aaron Nordman gave an update on the need to have the USDA & EPA approve bid packages, and permitting must occur. Phase 1 is in construction permitting now, Phase 2 will begin permitting this week, and the Equalization Tank by end of June. Contract bid documents are in process, so that bidding can begin in the fall by August hopefully. Phase 1 & 2 will be worked simultaneously given the EPA Grant.

ITEM 8b: REAL ESTATE

MOTION: Move to remove from the agenda and table it until Attorneys have reviewed package.

Moved by Kramer, seconded by Reidsma.

MOTION CARRIED by unanimous vote.

ITEM 9: NEW BUSINESS:

ITEM 9a: APPOINTMENTS:

MOTION: Move to appoint Matt Whitener to the DDA for a 3 year term ending June, 2026.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous vote.

MOTION: Move to appoint Kimberly Pearson as an interim Trustee of the Tuscarora Township Board until elections are held in November, 2024.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous vote.

Discussion:

Tyler Goral, a business owner in Tuscarora Township, also applied for the open Trustee position. There was a brief discussion in regard to other positions he may have an interest within the Committees and Commissions, so Janet Vance will work with him to see if he would be interested in other possibilities.

ITEM 9b: SET AND/OR CHANGE MEETING DATES.

MOTION: Move to cancel July 4th meeting, schedule July meeting at 7 PM June 29th, and Annual Meeting for 6:30 ON June 29th.

Moved by Vance, seconded by Dillaha.

MOTION CARRIED by unanimous vote.

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ITEM 9c: PUBLIC COMMENT ON GRANT APPLICATION FOR DEVOE BEACH BATHROOMS; DNR SPARK GRANT RESOLUTION

MOTION: Move to Adopt a Board Resolution of Authorization for the Michigan Spark Grant Program where a Local Unit of Government provides matching funds without using donated funds.

Moved by Vance, seconded by Reidsma.

MOTION CARRIED by roll call 4-0. Resolution declared adopted.

Discussion:

The Grant funds would be used to provide “Devoe Beach Modern Bathrooms”, which will also require a sewer system and a well. The financial impact to Tuscarora Township will be \$500 for grant prep by NEMCOG. If awarded the \$165,000.00, then the project will require the Township to provide a matching fund of \$16,500 during the 2023-2024 fiscal year. The DNR SPARKs Grants Round 2 closes end of June.

ITEM 9d: FINANCIAL PROCEDURES WORKSHOP

Treasurer Dillaha discussed the need for a workshop to share information, communicate procedures, and improve everyone’s understanding / performance in the execution of our financial responsibilities. Workshops could begin in July, and cover items like accounts payables (bill pay) with documents / forms to explain who does what and when and why to assure quality and timeliness. Other subjects could be budget responsibility throughout the year, purchasing, payroll topics, credit cards, etc. So, we would break-up process into segments, multiple workshops over a period of time.

ITEM 9e: ECONOMIC DEVELOPMENT

MOTION: Move to Establish an Economic Development Task Force and to post for “letters of interest” in a Chairperson appointment.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous vote.

Discussion:

The purpose of the Task Force is to make recommendations and advise the Township Board on matters related to economic development which include, but not limited to, economic development incentives, business climate, attracting & retaining businesses, marketing opportunities to attract development, etc.

The goal is to encourage investment by individuals & businesses in the township to create jobs, increase the tax base, and ultimately improve quality of life for all residents. So, the Task Force shall assist with input and expertise to accomplish this goal. The DDA (Downtown Development Authority) has been

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primarily focused on needed infrastructure improvements (streets, lighting, etc.) within a specified district. This could address housing, agriculture, and development outside of the downtown district.

Township will advertise for letter of interest submissions looking for a person to serve as initial Chairperson. When appointed this person will assist in recruiting and recommending to the township board persons to be appointed for the remaining seats on the Task Force.

ITEM 9f: HAZARDS RESOLUTION

MOTION: Move to approve the Hazard Mitigation Resolution within Cheboygan County, which will be valid for the next 5 years.

Moved by Vance, seconded by Kramer.

MOTION CARRIED by roll call 4-0. Resolution declared adopted.

Discussion:

Monies provided by the federal and state government allow jurisdictions to enhance and build upon mitigation strategies so we are prepared. The adoption of this plan allows us to be eligible for state and federal mitigation and Building Resilient Communities & Infrastructure (BRIC) grant monies to assist in, for example, improved drainage, flood prevention, emergency shelters, wildfire mitigation/prevention, etc.

ITEM 9g: COMMUNITY BULK TRASH DAY

MOTION: Move to authorize the Supervisor to contact GFL and to sign a commitment letter on behalf of the Board to schedule a date, negotiate the cost.

Moved by Vance, seconded by Reidsma.

MOTION CARRIED by unanimous vote

Discussion:

Restrictions would prevent hazardous materials, tires, electronics, and batteries. Looking at different sites, with a possible target date of September 9th, 2023. The airport looks promising because of the ability to rout cars in one gate and exit another. (FYI – Cheboygan county does sponsor a drop-off for some hazardous materials – feel free to contact them for details.)

ITEM 9h: AIRPORT

MOTION: Move to apply metrics on actual airport use (flights in / out of the airport) as well as runway usage for other purposes, and a camera to record usage.

Moved by Kramer, seconded by Reidsma.

MOTION CARRIED by unanimous vote.

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
JUNE 6, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

Discussion:

There is a need for data on airport activity. Reidsma asked if it's possible to inspect facilities (to assure we are meeting our insurance specified obligations). Vance suggested a tour be organized.

ITEM 9i: Sewers

MOTION: Move to require Citizens National Bank to open a new checking account to administer Government Grant revenue receipts to fund Tuscarora Township Sewer related development costs. Moved by Reidsma, seconded by Vance.
MOTION CARRIED by unanimous vote.

MOTION: Move to transfer \$81,534.25 from the General Fund to the Enterprise Fund to pay Sewer phase 1 Design Costs covering 1/1/23-5/20/23, and to transfer \$82,592.50 from the General Fund to pay Sewer phase 2 design costs covering 3/16/23-5/20/23 to Performance Engineering, Inc.
Moved by Reidsma, seconded by Vance.
MOTION CARRIED by unanimous vote.

ITEM 10: PUBLIC COMMENT

Public comment began at 8:27 pm.

J. Amato – concerns about blight associated with the Pinehurst.
S. Schlomsky – Summerfest to now be called Summer Gala.
B. Henderson – How to get questions answered.
P. McGinnis – Concerns about defamation of his wife.
R. Odenwald – Speaking on behalf of Kiwanis about activities planned.
S. Snyder – Township project updates with greater frequency and timeliness.
D. Webb – Meeting minutes missing in board packet, policy matters, and properties for sale.
D. Nivelt – Progress on resolving legal matters associated with the Sturgeon sculpture.

ITEM 11: BOARD COMMENT

Four board members commented.

ITEM 12: MOTION TO ADJOURN

Meeting adjourned at 9:07 pm

Respectfully submitted,
Jay Reidsma, Tuscarora Township Clerk

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