

October 7, 2013

Supervisor Nancy Estola called the regular meeting of the Summit Township Board to order at 7:00 pm.

Members present: Supervisor Estola, Mary Samuels Clerk, Mary Bedker Treasurer, Trustees Duane Cooper and Terry Woirol. All members were present.

Motion by Cooper seconded by Woirol to approve the agenda as amended. Ayes all. Motion carried.

The minutes of the August 5, 2013 regular meeting were approved as presented with a motion by Bedker, seconded by Cooper. Ayes all. Motion carried.

Communications were read from the Department of Agriculture and Rural Development to Monton Farms LLC regarding the successful completion of the MAEP Cropping System requirements.

Brief public comment: None

Under Old Business the Following was Discussed:

1. Cemetery-Update

- A. The irrigation, hydro seeding and notching of the concrete has been completed. The cemetery construction has been completed and is ready to sell lots. A design for tracking sales and burials was presented by M Samuels for approval. A motion was made by Woirol and seconded by Cooper to approve the design as presented. Ayes all. Motion carried. T Woirol is working on markers for the cement slabs. He presented an example of granite stone that can be sand blasted with the letter and numbers and fastened to the cement slabs. Will discuss again at a later date.
 - B. A letter was received from Linda Sanderson through her Attorney Douglas Stevenson with regard to cutting down trees on her plots at the Hawley Road cemetery during a clean up day at the cemetery. The clean up day had been advertised in the paper and was part of the minutes from June 3, 2013. She is asking the township for up to \$500.00 to replace the trees and have the stumps removed. The township board will remove the stumps for Mrs. Sanderson. It was discussed that the township has the right to remove trees that are overgrown and are encroaching on other sites. Mr. Stevenson stated he was present to answer any questions the board may have.
 - C. Discussion was held again about the need to clean up the Hawley Road Cemetery and trim and remove the trees. D Cooper will get estimates from several Tree Service Companies to do this work. As part of this discussion there is also a need of an ordinance for the Cemetery to address issues that may arise. It was discussed that a reasonable attempt to contact lot owners would be made should removal of shrubs or trees be necessary.
- 2. Audit Report-**Sarah Kanitz from Lake Michigan CPA Services was present to go over the Audit Report completed for Fiscal Year 2012. There were no issues to report and she stated it was a clean audit.

3. Parks and Maintenance

- A. Marrison Road Boat Launch**-The permit application for dredging has been approved by the DEQ. It was discussed that because it is so late in the year we will wait until next spring while the water level on Bass Lake is still low to dredge the boat launch area. The permit is for five (5) years.
- B. Playground Equipment**-A design has been presented from the Friends of Summit Park for playground equipment from Play World for an estimated cost of \$70,000.00. A grant has been submitted by M Samuels on behalf of the Friends of Summit Park to the Good Neighbor Fund set up by Consumers Energy. The requested amount was \$30,000.00. Sue Cornelius and Nancy Hager have also applied for a Grant with the Pentwater Junior Women's club for \$2,500.00. They are planning on doing a mailing to get the fund raiser going.

Under New Business the Following was Discussed:

1. **Sheriff Report**-There was 8 calls for the last month. Not much activity.
2. **Fire Chief Report**-No Report
3. **Commissioners Report**-The new budget for 2014 was approved and reflects a reduction of 4.81% from the previous year.
4. **Handrail Request for Summit Park Beach**-A letter was received by Dee Payment requesting that a handrail be placed on the sandy hill at Summit Park on the trail leading to the lake. After brief discussion it was decided that this item will be added to next years budget and placed next spring. The estimated cost will be under \$500.00.
5. **Township Officers Meeting** will be hosted by Summit Township on October 17, 2013 at 7:30 pm. The speaker will be Sergeant Doug Rostlier to discuss setting proper speed limits.
6. **State Tax Commission Certification Level**-Our Assessor Sam Barnett received a letter from the State Tax Commission stating that No waivers will be approved for assessors to allow assessment of multiple local units or counties. It will be necessary for Summit Township to retain a Michigan Advanced Assessing Officer Level 3 to sign and certify the assessment roll for 2014 and 2013. Mr. Barnett will either need to appeal this letter or find someone that has the required level in order to be able to sign the 2013 or 2014 assessment roll.
7. **An easement request was made** by David Hanna for access to the backside of his property located on Bass Wood Drive. A motion was made by Samuels and seconded by Cooper to approve an easement after the property owner has a survey completed showing where the easement would be needed. The easement would then need to be drafted by an attorney. Ayes all. Motion carried.

The Treasurer's report was given with a July 31, 2013 balance of \$536,123.59, disbursement of \$56,166.00 revenues of \$68,795.96 leaving a September 30, 2013 balance of \$548,753.55.

Cooper made a motion to pay the bills totaling \$56,166.00, for check numbers 8940 thru 8968 & 8978 thru 9005. Check numbers 8969 thru 8977 were voided due to a problem with the FICA withholding tax. Seconded by Woirol. Ayes all. Motion carried.

Clerks Report

1. The web page is currently on line at www.summittownship.org
2. Computer updates-Due to the changes in Microsoft not supporting Windows XP after the first of the year and the need for more memory it is necessary to either replace or upgrade the Clerks and Treasurer's computers. The estimated cost for each is \$649.00 for each hard drive and \$165.00 each to transfer data for a total cost for both computers of \$1,628.00. Motion by Cooper and seconded by Woirol to approve the purchase of two computers. Ayes all. Motion carried.

Supervisor's Report

1. Plans to attend the Annual conference at the Grand Traverse Resort in January.

There being no further business brought before the board a motion was made by Samuels and seconded by Bedker to adjourn at 8:16 pm. Ayes all. Motion carried.



Mary Samuels Summit Township Clerk