

Township of Summit  
Election Commission Meeting

October 9, 2023

Minutes

Present: Wayne Kelly, Kay Deanda, Mary Bedker

The Summit Township Election Commission met at the townhall on Monday October 9, 2022 at 6:45 p.m.

Election Inspectors:


A motion was made by Kelly and seconded by Bedker to approve the following list of election inspectors for the November 7, 2023 Special Election. Ayes all. Motion carried.

List of Election Inspectors for November 7, 2023 Special Election:

|                |            |  |
|----------------|------------|--|
| Vickie Anthony | Republican | Chairperson                                      |
| Dawn Northrup  | Democrat   | Absent Ballot Counting Board and Receiving Board |
| Shirley Woirol | Republican | Absent Ballot Counting Board and Receiving Board |
| Sharon Bromley | Democrat   |  |

The meeting adjourned at 6:46 p.m.

Respectfully submitted,

  
Kay Deanda, Clerk

Email to Mason County:

Mason County Clerk [cakelly@masoncounty.net](mailto:cakelly@masoncounty.net)

October 9, 2023

Supervisor Kelly called the regular meeting of the Summit Township Board to order at 7:00 pm. Members present: Supervisor Wayne Kelly, Clerk Kay Deanda, Treasurer Mary Bedker, Trustee Ed Chase and Trustee Todd Jorissen.

Motion by Chase seconded by Jorissen to approve the agenda as presented. Ayes all. Motion carried.

The minutes for the Regular Meeting on August 14, 2023 approved as presented with a motion by Chase seconded by Jorissen. Ayes all. Motion carried.

#### **Communications:**

1. **Sheriff Report-** There were a total of 13 calls in July, 9 in August and 12 in September for Summit Township. The county took part in a Human Trafficking Operation that resulted in 3 arrests. There will be an informational event on human trafficking on October 26, 2023 at the Ludington Elementary School at 6:30 PM.
2. **Fire Chief Report-** August had a total of 13 calls and September had a total of 7 calls for Summit Township. The total calls for Riverton Fire Department so far are 135, up from 131 same time last year.
3. **Commissioners Report-** The County is looking to remodel the court house. There is one courtroom big enough to have a jury trial. The remodel will make space large enough for another jury trial. Currently looking for an architect for this project. The FFA is looking to have our airport runways not cross. Making the shortest of the runways even shorter. Tomorrow the County will look to approve a resolution to oppose any legislation preempting local control for solar and wind developments. The new Administrator search is still on going. Interviews will begin soon.
4. **Road Commission Report-**All road projects are completed for 2023. The switch to winter equipment is happening now. A grant has been filed for the work needed to be done on S Lakeshore Dr from Iris to the south county line (7.8 miles). The road commission is working with USDA for a loan on a new building. Projected time for building is 2025. Director Samuels is looking to schedule a ride-a-long for all supervisors in November. Commissioners are in the process of finding a replacement for Director Samuels with her retirement at the end of the year.
5. **Communications - None**

**Brief Public Comment** – Inquiry of who is in charge of zoning in Summit Township in regards to short term rentals. Mason County Zoning administrators and enforces this zoning and they are going to be reviewing this topic shortly.

#### **Under Old Business the following was discussed:**

A.

#### **Under New Business the Following was discussed:**

- A. **Update the FOIA Resolution, Procedures and Guidelines, Inspection of Records Policy, Request for Public Records and Cost Itemization for Summit Township** -The prior FOIA Process put in place for Summit Township was in 2015. Since then, the Michigan Townships Association has revised and updated this process. We are now incorporating these updates in to our process and adding these documents to our website. Kelly made a motion to revise our FOIA process and documents to match the MTA FOIA process and documents. Seconded by Chase. Ayes all, Motion carried.

- B. Discuss the Summit Transfer Site Hours of Operation** – After discussion a motion made by Kelly, seconded by Bedker to change the hours of operation for the “Winter Hours” (1<sup>st</sup> Wednesday after Labor Day to April 30<sup>th</sup>) from 9:00 am – 5:00 pm on Sundays to 9:00 am – 5:00 pm on Saturdays for 1 year. If there are no problems with this change it will continue on. This change will take affective January 1, 2024. Ayes all, Motion carried.
- C. Discuss the Summit Township Park - Safety Inspection** – After discussion about the playground equipment and the age of said equipment the board has decided to contact a Safety Inspector to come out to look over the equipment.
- D. Approve renewal of snow removal contract with Ryan’s Lawn Care** for the 2023-2024 season. Motion made by Chase and seconded by Jorissen to except the contract with Ryan’s Lawn Care for the 2023-2024 season for snow removal. Ayes all. Motion carried.

**Treasurer’s report** was given with a August 1, 2023 balance of \$411,300.08 disbursement of \$130,254.28 and revenues of \$101,040.52 leaving a September 30, 2023 balance of \$382,086.32.

There will be a one-time increase showing on the Winter Tax bills due to a calculation mistake on the Summer Tax bills.

Kelly made a motion to pay the bills totaling \$91,601.75 for check 11517 thru 11576 inclusive and payroll check 15660 thru 15673 totaling \$38,652.53 for a total of \$130,254.28. Seconded by Chase. Ayes all. Motion carried.

**Clerk’s Report** – There will be a November election this year. A sample ballot is posted for review. For 2024 there will be 3 elections. The first one will be either February or March, this will be determined by when the date of the Lansing legislature is done with the current session.

**Supervisor’s Report** – The ballot drop box has been installed for all elections going forward. Last water test of the year for Summit Park will be completed tomorrow. One land division is on-going. 2023 audit has been completed with good results.

**Extended Public Comment:** The W Deren Rd fence project has been completed; landscaping will begin next year. There is a stump left by the power company at Kibby Creek Park, the township will have it ground down.

There being no further business brought before the Board the meeting was adjourned at 8:04 pm.

  
 Kay DeArda Summit Township Clerk