

HOMESTEAD TOWNSHIP SPECIAL MEETING  
WEDNESDAY JUNE 19, 2024 5:30 PM

Call To Order at 5:31 PM

Present By Roll Call: Shannon Purchase, Bev Holbrook, Mike Mead, Tia Cooley, Kit Wilson

Agenda Approval: Motion by Wilson Support by Cooley to approve agenda as presented. All ayes, no nays, motion carried.

Business:

Clerk Resignation: Motion be Cooley Support by Mead to accept clerk's resignation effective June 30, 2024 at midnight. Roll call vote: Cooley, aye; Mead, aye; Purchase, aye, Holbrook, aye; Wilson, aye. Motion carried

Clerk Appointment: Motion by Cooley, support by Wilson to appoint Bev Holbrook to fill the vacancy starting July 1, 2024. Roll call vote: Cooley, aye; Purchase, aye; Mead, aye; Holbrook, aye. Wilson abstained. Motion carried.

Treasurer Appointment: Motion by Cooley Support by Purchase to appoint Pat Delorme to fill the vacancy effective July 1, 2024. Roll Call Vote: Cooley, aye; Purchase, aye; Mead, aye; Wilson, aye. Holbrook, abstained. Motion carried.

Oaths of office will be sworn on July 1, 2024. It is anticipated that deputy appointments will occur at that time.

Public Comment: None

Adjournment: Moved by Cooley Support by Wilson to adjourn at 5:38 pm. All ayes, motion carried.

## Draft Minutes

Homestead Township     Regular Meeting     June 12, 2024

A regular meeting of the Homestead Township Board was called to order at 6:00 pm.

Pledge of Allegiance was said.

**Present by Roll Call:** Mike Mead, Kit Wilson, Bev Holbrook and Shannon Purchase.

First order of business was to appoint Shannon Purchase as chair of the meeting. Motion by Holbrook, support by Mead . All ayes; no nays, carried.

**Approval of Agenda:** Agenda was amended under Old/New Business to exclude: Clerk appointment of Deputy Clerk-Swear In and to include: Purchase of Laptop for Elections and Equipment for Clerk's Office. Motion by Wilson, Support by Holbrook. All Ayes, no nays, carried.

**Consent Agenda:** Corrections were made to the draft minutes from May 8 to correct the heading, correct the spelling of Mr Rayner's name, correct details of Mr. Rayner's bid to reflect two separate items and acknowledge that appointment of Kit Wilson as Deputy Clerk had been included. Motion by Holbrook, Support by Purchase to accept minutes as corrected. All ayes, no nays, carried. Minutes for Special Board meeting of June 8, 2024 were accepted as is. Motion by Purchase, support by Mead. All ayes, no nays, carried.

**Public Comment:** None

### REPORTS:

**Zoning Administrator:** 3 land divisions are being processed, 78 phone calls answered, 8 calls remain to be answered, 2 dog complaints, 1 dumping complaint, 3 complaints from Honor Village residents regarding noise. Radtke is to contact Village in written to clarify that he does not respond to complaints for the Village as they are a separate municipality. Engineering reviews are on-going for the Dollar General project, a meeting is being held on June 18 with the State to determine how to proceed with the project.

Radtke has been approached by various news professionals to comment on the project. Some discussion ensued as to appointing a Public Information Officer. This will be more thoroughly discussed in the near future.

**Assessor:** MAS is preparing to begin field inspections hopefully in July, a lot of activity via deeds and property transfer affidavits. The summer tax bills will be issued soon, new principal residence affidavits have been exported to the Benzie County Equalization Department. The Assessor and the Treasurer will run a database compare to be sure we are in balance prior to tax bills being printed.

**Parks:** Paul Schulte announced that the grand opening of the Platte River Park was well attended and a huge success. Overlook Trail is being constructed and the silt retention is working well. A second coat of asphalt will be applied soon. Mike Mead walked the park with Schulte to consider placement for plants and benches. Purchase announced that there are two benches in storage that could be used at the park. Berries are healthy, turtles are actively laying eggs, new signs are coming soon. There was discussion as to whether the grounds would be mowed or left natural, no decision has been made.

Purchase stated that 4-5 new leagues from Leelanau County and surrounding area would like to use the Township Ball fields. Ground work is needed to get the fields ready. The wall will be scheduled soon. There has not been any recent vandalism. Kevin Taghan has asked to serve food at the ball fields. There will be no preparation or cooking so no license is required. Purchase is going to verify whether or not there will be monies come in from the leagues' sponsors.

**Planning:** The last meeting was cancelled. The maps have been compromised because Gourdie Frasier doesn't have all the lot line adjustments from 2022 forward. It is hoped that the issue with the maps can be resolved for next Monday's meeting.

**County Commissioner:** The BOC authorized a letter of intent regarding the Material Management Planning process with Grand and Leelanau Counties. The County approved using County resources which will be reimbursed, to assist with the Iron Man Triathlon this fall. Tuesday, the Truth in Taxation Public Hearing was held. A few people were present and asked questions. The wording on the millage is very confusing. Dispatch will be implementing EMD (Emergency Medical Dispatch) on or about June 17. Last year the County approved a trial infant in the workplace policy. There was only positive feedback and the policy was made permanent. An optional employee benefit was added similar to an pension/annuity program based on what the employee contributes. There is no liability to the County.

**FIRE:** There have been 160 incidents in 2024 year to date.

**Clerk:** Written report was supplemented by the announcement that Marvin Radtke had been appointed and sworn in as the Deputy Clerk effective immediately.

Motion by Purchase, Support by Holbrook to accept reports. All ayes, no nays, carried.

**Finance:** Motion by Purchase Support by Holbrook to approve payables as presented with addition of Parker's Outdoor Maintenance at \$2775 and Benzie County Road Commission at \$158.56 and \$\$246.86. Roll Call: Purchase- Yes; Holbrook – Yes; Mead – Yes; Wilson – Yes. Motion carried. Chief Markey requested that bills regarding the fire department be forwarded to him for review prior to payment.

No Budget Amendments.

**Old/New Business:**

Honor Bank Signatures: Motion by Holbrook, Support by Wilson to remove Mary Geetings and Karen Mallon from all bank accounts and signature cards and to add Kathryn Wilson and Marvin Radtke to all accounts and signatures cards except the tax account. Roll call: Holbrook-Yes; Purchase – Yes; Mead – Yes; Wilson – Yes, Motion carried.

Cleaning Position: It was discussed that the Township Hall should be cleaned twice a month, bids should be taken, a full description of duties drafted and ad placed in either the Patriot or Overheard Benzie. Further discussion with the Supervisor was advised and will be brought back at next month's meeting.

Grant Signatures: Motion by Purchase, Support by Mead to approve the Recreation Passport Grant Amendment presented by the MDNR, all ayes, no nays, motion carried. Supervisor Cooley will be asked to sign the agreement.

Land Division Fees: Zoning Administrator recommend some changes to the fee for services structure of paid processes. It was recommended that the base fee for LDA's be increased to \$100 plus \$50 per parcel created. Many of the fees have not been revisited in more than ten years. Recommendations will be presented for action at next month's meeting.

Use of Concession: Presented and reviewed during the parks report by Purchase.

Purchase of Equipment: A laptop and printer must be purchased for the upcoming elections. Benzie County Clerk has provided specifications required to function with the voting machines. Markey will research and make recommendations. A camera and microphone is needed for the Clerk's office to respond to calls and join zoom meetings. Markey will research compatible equipment. Motion by Purchase to allow for the purchase of all necessary equipment in an amount not to exceed \$1500, Support by Mead. Roll Call: Purchase – Yes; Mead – Yes; Holbrook – Yes; Wilson – Yes. Motion carried. Discussion ensued that there may be grant funds available through the County for reimbursements.

Public Comment: None

Adjournment occurred at 7:14 pm as moved by Purchase and supported by Holbrook.

Kathryn J. Wilson  
6-14-24