

Draft Minutes for the Regular Meeting of the Homestead Township Board
March 12, 2025

Call to Order: Supervisor Cooley called the meeting to order at 6:00 pm

Pledge was recited

Roll Call: Present: Cooley, Holbrook, Wilson & Purchase. Absent & excused: Mead

Parks and Rec Public Hearing: Opened at 6:03 pm, no comment from the floor or the Board, closed at 6:04 pm.

Agenda: Cooley moved & Holbrook supported to accept the agenda with a minor adjustment of moving RP24 Grant Resolution to the first place under new business. All ayes, no nays, motion carried.

Consent Agenda: Cooley moved and Wilson supported to move the assessor report, fire report, clerk report & treasurer's report to written reports. All ayes, no nays, motion carried.

Public Comment: 5 representatives from the Benzie County Road Commission attended the meeting with Paul Beechcraft acting as spokesperson. He stated that the Road Commission was proposing an election seeking \$18 million for a new building. The milage would remain at .61 and the term of the loan would be 20 years. He cited many issues regarding the need for a new building and a new location for the proposed building: the old building is dysfunctional and not safe, currently the trucks back onto Honor Hwy, there is no fire suppression system for filling the tankers, the insurance rating would dramatically increase County wide and Homestead, Lake, Inland & Benzonia Townships would benefit greatly. They are proposing a November 2025 election date.

Reports:

Zoning Administrator: Marv Radtke stated that there have been numerous land divisions in the last month or two. The new policy for processing is working well. There is also a lot of activity with land use permits. As the weather clears, complaints regarding trash increase.

Planning Commission: Marv Radtke reported that they hoped to work on zoning language at this month's meeting. It was noted that the draft Master Plan has been sent out starting the clock towards adoption of the plan.

Cooley moved to accept the reports as presented. Holbrook seconded the motion. All ayes, no nays, motion carried.

Payables: A list of payables was presented with one additional for Platte River Printing. Totals payables due is \$10,050.36.

Cooley moved to accept the payables as amended, Holbrook seconded. Roll call: Cooley, yes; Holbrook, yes; Purchase, yes; Wilson, yes. All ayes, no nays, motion carried.

GFL presented a proposal for clean-up days for May 17 and September 20 at a cost of \$64.00 per compacted yard.

Wilson moved to accept the proposal, Purchase seconded the motion. All ayes, no nays, motion carried. The Township has been informed that the Village of Honor will not be picking up Village trash as they have in the past due to the expense.

Budget Amendments:

Cooley presented a list of budget amendments that need to be made prior to the end of the fiscal year. Wilson moved to accept the list as presented and to allow amendments to be made by the Supervisor until March 31 to balance the year end budget. Holbrook supported the motion. All yes, no nays, motion carried.

Old Business:

Covey Road: The Board reviewed the information furnished by the Benzie County Road Commission in regards to matching funds, cost and scope of the proposed project and limitations of the proposed project. Cooley made a motion to not accept the proposal due to cost and failure of the proposal to cure all of the issues. Purchase seconded the motion. All ayes, no nays, motion carried to not move forward with the project at this time.

Record Management Position: There were several applicants whose resumes were reviewed. Holbrook made a motion to hire Margaret Balogh for the position. Wilson supported the motion. There was discussion as to who would supervise timesheets and scope of work. All ayes, no nays, motion carried. Wilson is to notify all applicants of the decision.

Park Maintenance Contract:

The maintenance position had previously been an employee position held by Shannon Purchase. It was determined that a contractual agreement would be a better way to manage the workload. Cooley moved to award the contract to Purchase Backhoe Service. Holbrook supported the motion. Purchase will present a contract to the Township in lieu of the current job description. Roll Call vote: Cooley, yes; Holbrook, yes; Wilson, yes; Purchase, yes.

Zoning Administrator Contract:

A new contract was presented by MR Consulting. The terms are identical to the previous contract with the exception of the dates.

Cooley moved to accept the contract as presented. Purchase supported the motion. Roll call: Cooley, yes; Purchase, yes; Holbrook, yes; Wilson, yes. All ayes, no nays, motion carried.

Library Contract:

Cooley moved and Holbrook supported to award \$1500 to the Benzonia Public Library. Wilson is to contact the library for a contractual agreement and has been authorized to sign said agreement. Roll call: Cooley, yes; Holbrook, yes; Wilson, yes; Purchase, yes. All ayes, no nays, motion carried.

Mowing:

The Board discussed whether or not they wanted to go out for bids for mowing. It was decided that the contractor currently under contract for the cemeteries is doing a great job and would like to be retained. The clerk will contact them about a new proposal for 2025.

Discussion regarding the park/ballfield mowing ensued as to the condition of the Township's equipment and whether it made sense to contract with only one vendor rather than multiple vendors. Holbrook

moved and Cooley supported to contract with Purchase Backhoe Service to mow the ballfields in their entirety. Purchase will prepare a contract. Roll call: Holbrook, yes; Cooley, yes; Purchase, yes; Wilson, yes. All ayes, no nays, motion carried.

Pontem Contract:

The second phase of payment is due to Pontem along with some forms as to Township contacts. Holbrook is preparing the forms and Tim Markey from Ablaze LLC was consulted as to the IT and equipment requirements. The Board agreed to purchase a computer to upload the cemetery files onto. Wilson moved and Holbrook supported to purchase a new computer to be used as a shared system for a price not to exceed \$2000. Roll call: Wilson, yes; Holbrook, yes; Cooley, yes; Purchase, yes. All ayes, no nays, motion carried.

Budget:

Page 2 Capital Outlay 101-567-971.000 increased to \$17,000

Page 2 Elections 101-262-702.000 set at \$3000

Page 5 Transfers In 206-000-699.000 set at \$45,000

Wilson moved, Holbrook supported to adopt the budget as amended.

Roll call: Wilson, yes; Holbrook, yes; Purchase, yes; Cooley, yes. Mead was absent and excused. All ayes, no nays, motion carried.

New Business:

RP24 Grant Project Agreement: Board members reviewed the grant proposal noting that a decision to accept is due by April 1, 2025 with a finish date of March 27. The grant is for \$150,000 with required matching funds are \$50,000. Ingemar Johansson stated that those funds will be furnished by HARP. He stated that the funds have already been reserved for this purpose. The Township has just recently paid in full the final costs from the first 4 phases of the Platte River project in the amount of \$203,783.20. The Township is not in a financial position at this time to pay any up front costs for a new project. Mr. Johansson thought there may be a way to secure funds through another source. It was decided that the matter be tabled until alternatives could be explored.

There was a motion made by Wilson, supported by Holbrook to acknowledge final payment of \$203,783.20 has been made so the final payment from the existing grants can be awarded to the Township. All ayes, no nays, motion carried.

General Appropriations Act Resolution 2025-0312-004 was amended based on the adoption of the revised budget. Cooley moved, Wilson supported to adopt Resolution 2025-0312-004 as amended. Roll call: Cooley, yes; Wilson, yes; Purchase, yes; Holbrook, yes. Mead was absent and excused. All ayes, no nays, motion carried.

Milage Resolution 2025-0312-001 was moved by Cooley to accept as presented. Wilson seconded the motion. Roll call: Cooley, yes; Wilson, yes; Holbrook, yes; Purchase, yes. Mead was absent and excused. All ayes, no nays, motion carried.

Resolution 2025-0312-002 to Establish 2025-2026 Depositors was moved by Cooley and seconded by Holbrook to accept as presented.

Roll call: Cooley, yes; Holbrook, yes; Purchase, yes; Wilson, yes. Mead was absent and excused. All ayes, no nays, motion carried.

Resolution to Establish Salaries 2025-0312-003 was moved by Cooley, supported by Wilson to accept as presented. Roll call: Cooley, yes; Wilson, yes; Purchase, yes; Holbrook, yes. Mead was absent and excused. All ayes, no nays, motion carried.

Pay Schedule: Wilson moved and Holbrook supported the adoption of the pay schedule as presented. All ayes, no nays, motion carried.

Par Plan Grant & Board of Directors:

The request for applicants for Board of Directors for Michigan Township Participating Plan was discussed. None of our Board members were interested at this time. As to the grant application, the Board felt that there were several issues that would be of interest but the most immediate need is for training for our planning and zoning commission members. Marv Radtke agreed to prepare a grant application on the Township's behalf. Cooley moved and Holbrook supported to adopt Resolution 2025-0312-005 in support of the Michigan Township Participating Plan Grant Application for \$1200 for training. Roll call: Cooley, yes; Holbrook, yes; Purchase, yes; Wilso, yes. Mead absent and excused. All ayes, no nays, motion carried.

Platte Township Fire Protection Agreement: Wilson moved and Holbrook support to accept the Fire Protection Agreement between Homestead Township and Platte Township as prepared and presented by Fire Chief Markey. All ayes, no nays, motion carried.

Public Comment: None offered

Meeting adjourned at 8:03 pm