
BURTCHVILLE TOWNSHIP

4000 BURTCH ROAD
LAKEPORT, MICHIGAN 48059
PHONE: 810-385-5577
FAX: 810-385-8551

MICHAEL APPEL, SUPERVISOR
ROBERT BAILEY, CLERK
ALAN BRIOLAT, TREASURER
CYNTHIA MINNIE, TRUSTEE
PATRICK JANKS, TRUSTEE

Burtchville Township Board of Trustees Regular Meeting August 21, 2023

1. The Regular Meeting of the Burtchville Township Board of Trustees was called to order at 7:00 p.m. by Supervisor Appel. Pledge of Allegiance was followed by roll call.

Members Present: Patrick Janks, Trustee
Alan Briolat, Treasurer
Robert Bailey, Clerk
Cindy Minnie, Trustee
Mike Appel, Supervisor

2. Consent Agenda: Minutes of Regular Meeting on July 17, 2023. Listing of invoices for post approval of \$339,703.43 for August 1, 2023 and pre-approval of \$382,892.79 for a monthly total of \$722,596.22. Motion by Minnie supported by Janks to approve the consent agenda. Roll call: ayes: Minnie, Janks, Briolat, Bailey, and Appel. Nays: None. Motion carries.

3. Citizens wishing to address the Board of Trustees: Barry Mugridge, talked about elections and how they were unreliable. He stated they need to eliminate all counting machines and go to manual counting of ballots.

4. Agenda: Motion by Bailey supported by Briolat to approve the agenda, **Voice Vote:** Passes unanimously. Motion carries.

5. Department Reports: a. Fire Department: Chief Harrington reported that he had three fire fighters signed up for medical training. He reported all three sirens were tested and working correctly. Mark stated that the county is looking into still using the 800

series for radio frequency but to have it encrypted so, not everyone can listen in onto communications. The fire department has some old radio's dating back to 1997. He would like to start replacing some radio's in the spring and get the okay from the board to apply for grant money now. Motion by Appel supported by Minnie to authorize Chief Harrington to apply for grants for new radios. Roll call Vote: Ayes; Appel, Minnie, Janks, Bailey, and Briolat. Nays: None. Motion carries.

b. Building Department: Briolat stated as reported on the monthly building department report.

c. Water Department: Doan asked if we wanted to discuss the "Final Read" charge? Appel stated we would discuss it at our next meeting. Doan went on to state are we ready to set a charge for contractors to get water from a hydrant, as we use our meters and equipment to supply the water. Appel stated we would discuss both at our next meeting.

d. Library: Minnie stated the library has a rodent problem. Bailey to handle the rodent problem.

e. Correspondence: Letter dated 7/25/2023 from **Trevor J Hustus** legislative assistant to U.S. Representative Lisa C. McClain.

6. Unfinished Business: Pavilion clean-up deposit. The board decided to dismiss this item.

7. New Business: 1) Appoint Jorja Baldwin as new Zoning Administrator, Planning Consultant to the Planning Commission, and zoning enforcement officer. Rate of pay is \$40.00/hr. and any hours over 16 per week to be pre-approved by the Supervisor or clerk. Bailey talked with Attorney Touma, Burtchville township attorney, was told by Attorney Touma that Baldwin can do anything Patterson could do as code enforcement officer, along with Zoning and Planning Consultant for the Planning Commission. Motion by Appel supported by Minnie to appoint Baldwin as Zoning Administrator, and Planning Consultant for the Planning Commission, an if legal for Baldwin to be Zoning Enforcement officer as per Township Counsel Touma, then Baldwin will do the Enforcement as well. Roll call vote; Ayes: Appel, Minnie, Janks, Briolat, and Bailey. Nays; None. Motion Carries.

Note: As per Planning Commission minutes of June 6, 2023, regarding parking spaces that will become unusable, they need to be replaced so as to maintain all parking spaces currently installed on the property.

2) Resolution # 2023-08-21-0 to be approved. Motion by Bailey supported by Minnie to approve Resolution # 2023-08-21-0 giving township Supervisor Appel authority to sign all contracts associated with the installation of Verizon Cell Tower. Roll call vote: Ayes; Bailey, Minnie, and Appel. Nays; Janks, and Briolat. Motion carries.

3) Land Lease Agreement. Covered under Resolution #2023-08-21-0

4) Memorandum of Land Lease Agreement. Covered under Resolution #2023-08-21-0.
5) Approval of vinyl fence purchase for Jeddo road triangle parking area for \$1260.42. Motion by Briolat supported by Appel to approve \$1260.42 for fence. Roll call vote; Ayes: Briolat, Appel, Janks, Minnie, and Bailey. Nays: None. Motion Carries.

6) Alex and sons bid of \$2500.00 to clear trees and shrubs at end of Jeddo road. Motion by Minnie supported by Janks to accept bid for \$2500.00 from Alex and Sons. Roll call vote; Ayes: Minnie, Janks, Briolat, Bailey, and Appel. Nays: None. Motion carries.

7) Alex and sons bid for \$3350.00 to clear trees and shrub from township park. Motion by Bailey supported Appel to accept Alex and Sons bid for \$3350.00 to clear Burtchville Park of debris. Roll call vote; Ayes; Bailey, Appel, Janks, Minnie and Briolat. Nays; None. Motion carries.

8) Alex and Sons bid to clean-up debris in Cemetery for \$4800.00 as described in quote. Motion by Minnie supported by Janks to approve Alex and Sons bid of \$4800.00. Roll call vote; Ayes: Minnie, Janks, Briolat, Bailey, and Appel. Nays; None. Motion carries.

8) Supervisors Report: Appel stated nothing more to report.

9) Clerk's Report: Bailey stated letter in folder from Lisa McClain's office.

10) Treasurers Report: Briolat stated Doan understands about call time on weekends.

11) Trustee's Report: 1) Minnie nice to see blacktop repaired when requested.

2) Janks none

12.) Extended Public Comment: None

13). Motion by Minnie supported by Appel to adjourn. Motion passes unanimously on voice vote

Meeting adjourned at 8:40 p.m.

Robert C Bailey, Clerk

August,28,2023
Date