

DRAFT SPECIAL MEETING OF THE INLAND TOWNSHIP BOARD

Tuesday September 6, 2022 2:30 p.m.

19668 Honor Hwy
Interlochen, MI

Call to Order by Supervisor Beechraft

Roll Call Present: Supervisor Beechraft, Clerk Wirth, Treasurer Zielinski, Trustee Miller & Trustee Poulisse
Public Comment* received from Monika Fiebing, Ben Zeits, Mari Dew, Jim Brouwer, Lindsey Miller, David Davis
Board removed Park pavilions from discussion and Fire Chief asked if we could add RFP (Request for Proposal) for the new Fire Department

Purpose of this meeting:

~~1. Park Pavilions~~

RFP for Fire Department – Chief Pfof received RFP’s from four companies and passed them out to the board members

2. Resignation

Received resignation letter from Zoning Administrator, Sara Kopriva, effective September 20, 2022.

Motion by Miller to approve resignation of our Zoning Administrator, Sara, 2nd by Wirth

Roll call Ayes – Poulisse, Wirth, Beechraft, Zielinski & Miller Nays - None Motion carried

Received resignation letter from Supervisor Paul Beechraft effective after this meeting.

Motion by Miller to accept Paul’s resignation with regrets, 2nd by Poulisse

Roll call Ayes – Zielinski, Poulisse, Wirth, Miller & Beechraft Nays – None Motion carried

Public Comment* received from Jim Brouwer, Linda Wilson, Mari Dew, Evan Warsecke

Motion by Poulisse that we place an ad in the Record Patriot and Traverse City Record Eagle for both the Supervisor position and the Planning and Zoning Administrator whether we do planning and zoning separately weather we do a Zoning Administrator then a township Planner, 2nd by Miller

Board discussion covering what is wanted like resumes and length of time for advertising which was expressed as 2 weeks to get applicants information in.

Roll call Ayes – Poulisse, Beechraft, Miller, Zielinski & Wirth Nays – None Motion carried

Motion by Poulisse to require resumes, 2nd by Miller Ayes – All Nays -None Motion carried

Any Other Business to come before the board

Key for event committee

Motion by Beechraft to give Rose a key to the meeting room for setting up farmers market on Wednesdays, 2nd by Zielinski

Roll call Ayes – Poulisse, Beechraft, Miller, Zielinski & Wirth Nays – None Motion carried

Resignation of Clerk Rose Wirth effective November 15, 2022

Motion by Beechraft we accept Roses notice of resignation effective November 15, 2022, 2nd by Poulisse

Roll call Ayes – Miller, Zielinski, Beechraft, Poulisse & Wirth Nays – None Motion carried

Motion by Poulisse we put a notice in paper for the Clerk’s position with same parameters as the Supervisor, Planning and Zoning Administrator and to run for 2 weeks, 2nd by Miller

Roll call Ayes – Wirth, Poulisse, Miller, Zielinski & Beechraft Nays – None Motion carried

Adjourn Motion by Poulisse to adjourn meeting, 2nd by Miller

Ayes – All Nays – None Motion carried Meeting adjourned at 2:59 p.m.

Supervisor

Date

Rose A. Wirth, Clerk

Date

*Public comment: Any person wishing to address the Board may do so one – time per public comment period. Please provide name. This is a comment/input option: the Board is not required to comment or respond to presenters. Silence or non-response from the Board should not be interpreted as disinterest or disagreement by the Board. Comments shall be addressed to the chair and not individual board members or others in the audiences.

DRAFT INLAND TOWNSHIP BOARD MEETING

September 12, 2022

19668 Honor Hwy., Interlochen

Call to Order by Clerk Wirth

Clerk Wirth appoints Trustee Poulisse as the moderator for tonight's meeting

Ayes – All Nays – None Motion carried

Pledge of Allegiance was recited

Roll Call Present: Clerk Wirth, Treasurer Zielinski, Trustee Miller & Trustee Poulisse

Public Comment* received from Anthony Dutt, Jim Clark, Rosemarie Swartout, Benda Weller, Laura Turmel, Lindsey Miller, Jason Stark

Approval of Meeting Agenda:

Motion by Miller to approve the meeting agenda with the additions, 2nd by Zielinski

Ayes – All Nays – None Motion carried

Approval of Consent Agenda

- Minutes from August 8, 2022, special mtg. August 8, 2022 & August 31, 2022
- Financial Reports
- Prepaid Bills/Tax Account: 14713 – 14725 = \$28,410.02 + #2748 = \$28,475.14
- Payroll: # 1000522-1000562, EFT24 = \$20,771.92
- Unpaid Bills: #14726 – 14750= \$11,481.74
- Approve for payment of brine Homestead/Stanley/Burnt Mill Roads
- Budget Adjustments

Motion by Poulisse that we remove the minutes for August 8, 2022 and August 31, 2022, add unpaid checks 14726-14750=\$11,481.74, 2nd by Miller

Roll call ayes – Wirth, Miller, Poulisse & Zielinski nays – none Motion carried

Motion by Poulisse to approve the minutes to August 8 special meeting and Inland township regular board meeting and special meeting August 31, 2nd by Wirth

Ayes – Poulisse, Wirth and Miller Nays – Zielinski Motion carried

Reports:

1. County Commissioner - excused
2. Fire Chief – Chief Pfof reported on last month's stats
3. Parks & Recreation – Rose Wirth and Allen McCullough gave report
 - a. add Nancy Pringle to committee

Motion by Wirth to approve Nancy Pringle as a volunteer to the parks committee, 2nd by Poulisse

Ayes – All Nays – None Motion carried

4. Fire Association – n/a
5. Inland Planning Commission- Mary Miller reported they met August 16 and no meeting planned for this month
6. Zoning/Blight Administrator – N/A for Zoning Admin. Sherri Poulisse did report that there was a ZBA meeting for business and election of members.
7. Event Committee Rosemarie Swartout reported upcoming events, asked for approval of November 5th event, disposal of table cart & purchase of chair cart.

Motion by Wirth to approve the event committee November 5 event here at the township hall, 2nd by Poulisse
Ayes – all Nays – none motion carried

Motion by Zielinski for Rose & Bill to dispose of old cart when they are done putting together the new cart, 2nd by Poulisse

Roll call Ayes – Poulisse, Wirth, Zielinski & Miller Nays – none Motion carried

Motion by Poulisse that Rosemarie Swartout to work with the clerk about getting a new cart for the chairs for the event committee, 2nd by Zielinski

Roll call ayes – Wirth, Miller, Poulisse & Zielinski Nays- none Motion carried

8. Board Member Reports – none

Old Business:

1. Advertising for positions

Motion by Poulisse that we advertise the positions for supervisor, clerk, zoning and or planner in the Record Eagle Saturday, Sunday and Wednesday deadline of September 23 and post on the job openings on the Inland Township Website, 2nd by Miller

Roll call ayes – Poulisse, Zielinski, Wirth and Miller Nays – none Motion carried

New Business

1. IPC – Jim Clark

Motion by Wirth to appoint Jim Clark to 2-year term to the Inland Planning Commission, 2nd Poulisse

Roll call Ayes – Zielinski, Poulisse, Wirth & Miller Nays – none Motion carried

2. Honor Building Supply account

Motion by Zielinski to put tax exempt number at Honor Building, 2nd by Poulisse

Ayes – all Nays – none Motion carried

3. Volunteer reimbursements

Motion by Miller that we allow the parks committee, event committee and fire committees to submit bills for reimbursement bi-weekly with a cap of \$300 hundreds, 2nd by Poulisse

Roll call Ayes – Poulisse, Wirth, Zielinski and Miller Nays – none Motion carried

4. Shredder

Motion by Zielinski that we purchase one of each of the two provided here for \$601.98 from quill, 2nd by Poulisse

Roll call Ayes - Wirth, Miller, Poulisse & Zielinski Nays - none motion carried

5. Rental Agreement - need to make changes

Motion by Wirth we approve Bendon Hall & Meeting room usage form with the changes, 2nd by Poulisse

Roll call ayes – Poulisse, Zielinski, Wirth and Miller Nays – none Motion carried

6. Newsletter date to include postage and envelope costs - tabled until previous discussion is found

7. Zoning Amendment #4 Ordinance 22-01 to include publication

Motion by Miller that we approve zoning amendment #4 ordinance 2022-01 to include publication, 2nd by Poulisse

Roll call ayes – Poulisse, Zielinski, Wirth and Miller Nays – none Motion carried

8. **Special meeting for interviews/ RFP's** – we will hold off discussing RFP's (Request for Proposals) until we have a full board.

Motion by Wirth we have a special meeting for interviews for Thursday September 29 @ 5 p.m., 2nd by Poulisse

Roll call Ayes - Miller, Poulisse Nays – Zielinski, Wirth Motion failed

Motion by Wirth to have supervisor interviews Thursday September 29 @ 5 p.m., 2nd Miller

Roll call Ayes – Wirth, Miller, Poulisse and Zielinski Nays – None Motion carried

Motion by Poulisse that we hold a special meeting to interview applicants for zoning/planner for Thursday October 6 @ 5 p.m., 2nd by Miller

Ayes - all Nays - None Motion carried

Motion by Miller that we have a special meeting for clerk October 13 @ 5 p.m., 2nd by Wirth

Ayes - All Nays - None Motion carried

9. **Zoning administrator job description** - corrections to update it

Motion by Miller that we approve this job description for zoning administrator with changes, 2nd by Poulisse

Roll call Ayes - Poulisse, Zielinski, Miller & Wirth Nays - none Motion carried

Public Comment* received from Anthony Dutt, Jim Clark, Laura Turmel

Any Other Business to come before the Board

Treasurer requested approval to attend MTA summit on October 12 & 13.

Motion by Poulisse that we allow treasurer and her deputy to attend MTA regional summit October 12 & 13 and to pay per diem, mileage, registration fee plus lodging, 2nd by Miller

Roll call Ayes - Poulisse, Zielinski, Miller & Wirth Nays - none Motion carried

Wirth asked for approval to have election staff to come in and help with absentee ballots.

Hire Paul Beechraft as consultant

Motion by Miller to approve Paul if he is available to help with transition questions the board may have @ \$15/hour, 2nd by Poulisse

Roll call Ayes - Wirth, Miller & Poulisse Nays - Zielinski Motion carried

Adjournment

Motion by Miller to adjourn, 2nd by Zielinski

Ayes - All Nays - None Motion carried

Meeting adjourned at 7:15 p.m.

Rose A. Wirth, Clerk

Date

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DRAFT SPECIAL MEETING OF THE INLAND TOWNSHIP BOARD

September 23, 2022 1:00p.m.

19668 Honor Hwy

Interlochen, MI

Call to Order by Clerk Wirth

Clerk Wirth appoints Trustee Miller to moderate the meeting

Ayes – All Nays – None Motion carried

Roll Call Present: Miller, Zielinski, Wirth and Poulisse

Public Comment* received from Rosemarie Swartout, Anthony Dutt, Mari Dew

Purpose of this meeting:

1. Appoint an interim Zoning Administrator

Those that expressed interest: Derek Smith, Jim Weller, Anthony Dutt

Motion by Poulisse that we pay the interim zoning administrator a minimum of \$20/ hour and that they have a minimum of 2 hours in the office and they maintain a log of calls & contacts with individuals outside the office & pay them if they turn time sheet in in a minimum of 15-minute increments, 2nd Wirth

Roll call ayes – Wirth, Zielinski, Miller and Poulisse Nays – None Motion carried

Motion by Poulisse that Mr. Weller be appointed as the interim zoning administrator for a period of not less than 3 weeks, 2nd Miller

Roll call ayes – Zielinski, Wirth, Miller & Poulisse Nays – None Motion carried

Motion by Poulisse that pending affirmation that Ms. Miller can attend the interviews via zoom or by telephone that it is legal & above board for her to do so that we allow her given the circumstances like short notice, 2nd Zielinski

Roll call Ayes – Miller, Zielinski & Poulisse Nays – Wirth Motion carried

Public Comment* received from Anthony Dutt, Monika Fiebing, Dayton Pfof, Lindsey Miller, Mari Dew

Adjourn

Motion by Poulisse to adjourn meeting, 2nd by Miller

Meeting adjourned at 1:47 p.m.

Rose A. Wirth, Clerk

Date

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DRAFT SPECIAL MEETING OF THE INLAND TOWNSHIP BOARD

September 29, 2022 5:00p.m.

19668 Honor Hwy
Interlochen, MI

Call to Order by Clerk Wirth

Clerk Wirth appoints Trustee Miller to moderate the meeting

Ayes – All Nays - None

Roll Call Present – Wirth, Miller, Poulisse, Zielinski

Public Comment*received from Mary Hahn, Derek Smith, Anthony Dutt, Jim Clark, Rosemarie Swartout, Monika Fiebing, John Gibson

Approve meeting agenda:

Motion by Poulisse to approve meeting agenda, 2nd by Wirth

Ayes – All Nays – None Motion carried

Purpose of this meeting:

1. Interview and appoint supervisor

Introduction of candidates – Jim Clark, Ben Zeits, Mari Dew, David Davis, Lindsey Miller (not present)

Questions from the board members to candidates.

Motion by Zielinski do not choose a supervisor tonight but at a later date, 2nd Poulisse

Roll call Ayes – Zielinski, Poulisse Nays – Miller, Wirth Motion failed

Motion by Miller to appoint David Davis as our new supervisor, 2nd Zielinski

Roll call Ayes – Wirth, Zielinski, Miller Nays – Poulisse Motion carried

Public Comment*received from Anthony Dutt, Brenda Weller, A. Souvatzidis, David Davis

Any Other Business to come before the board

Adjourn

Motion by Poulisse, 2nd by Wirth to adjourn the meeting. Ayes – All Nays – None Motion carried

Meeting adjourned at 6:30 p.m.

Rose A. Wirth, Clerk

Date

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INLAND TOWNSHIP CHECK REGISTER SEP 13 - OCT. 4

Check Date	Check	Vendor Name	Description	Amount
	Bank 101 G 101 GF			
09/13/2022	14751	SAM'S CLUB MC/SYNCR	Dog bags, Envelopes/postage, MTA	1,001.81
09/26/2022	14752	BAY SUPPLY & MARKETING, INC	flagpoles	6,860.00
09/26/2022	14753	DTE ENERGY	natural gas	42.91
09/26/2022	14754	Jackie Francis	hall rental refund	50.00
09/26/2022	14755	NORTHWEST REGIONAL FIRE TRAINI	2022 membership	550.00
09/26/2022	14756	Patrick McCarry	hall rental refund	50.00
09/26/2022	14757	VERIZON WIRELESS	FD/Zoning phone	146.87
			101 G TOTALS:	
			Total of 7 Checks:	8,701.59
			Less 0 Void Checks:	0.00
			Total of 7 Disbursements:	8,701.59
	Bank 220 220 TAX ACCOUNT			
09/16/2022	2750	BENZIE COUNTY TREASURER	TAXES DUE TO OTHER UNITS	668,735.94
09/30/2022	2759	CORELOGIC INC	TAXES DUE TO OTHER UNITS	256.51 V
09/30/2022	2761	BENZIE COUNTY TREASURER	TAXES DUE TO OTHER UNITS	209.20
10/01/2022	2751	CORELOGIC	TAXES DUE TO OTHER UNITS	1,245.18
10/03/2022	2752	Joseph Lapalme	TAXES DUE TO OTHER UNITS	9.22
10/03/2022	2753	Mark Gabrick	TAXES DUE TO OTHER UNITS	209.18
10/03/2022	2754	Philip Delgado	TAXES DUE TO OTHER UNITS	58.91
10/03/2022	2755	Northstar Mortgage	TAXES DUE TO OTHER UNITS	544.30
10/03/2022	2756	Marjorie Spaulding	TAXES DUE TO OTHER UNITS	209.20 V
10/03/2022	2757	Info-Pro Lender Services, Inc	TAXES DUE TO OTHER UNITS	496.65
10/03/2022	2758	Clifford Gauld	TAXES DUE TO OTHER UNITS	70.24
10/03/2022	2760	Gregory Eppler	TAXES DUE TO OTHER UNITS	2.59
			220 TOTALS:	
			Total of 12 Checks:	672,047.12
			Less 2 Void Checks:	465.71
			Total of 10 Disbursements:	671,581.41
			REPORT TOTALS:	
			Total of 19 Checks:	680,748.71
			Less 2 Void Checks:	465.71
			Total of 17 Disbursements:	680,283.00

INLAND TOWNSHIP PAYROLL SEPTEMBER 2022

Check Date	Check Number	Name	Check Gross	Check Net
09/30/2022	1000563	BEECHRAFT, PAULA	346.20	305.01
09/30/2022	1000564	MILLER, MARY E	200.00	153.20
09/30/2022	1000565	OCKERT-POULISSE, SHERRI	200.00	176.20
09/30/2022	1000566	WIRTH, ROSE A.	1,750.00	1,392.36
09/30/2022	1000567	CLARK, JAMES R.	60.00	52.86
09/30/2022	1000568	DEW, MARI E	80.00	70.48
09/30/2022	1000569	OCKERT-POULISSE, SHERRI	60.00	52.86
09/30/2022	1000570	WARSECKE, EVAN J	60.00	55.41
09/30/2022	1000571	BEECHRAFT, CINDY	740.00	641.94
09/30/2022	1000572	BEECHRAFT, PAULA	670.00	590.27
09/30/2022	1000573	BROW, GUNNAR P.	416.67	384.79
09/30/2022	1000574	FIEBING, MONIKA	273.75	245.25
09/30/2022	1000575	GRZESIK, NICHOLAS A	330.00	304.76
09/30/2022	1000576	JOHNSON, ALEX CARL	320.00	281.92
09/30/2022	1000577	JOHNSON, MICHAEL C	442.00	369.41
09/30/2022	1000578	KOPRIVA, SARA A	659.34	486.20
09/30/2022	1000579	KUZNICKI, CATHERINE M	45.00	41.56
09/30/2022	1000580	MACHLEIT, RONALD L	90.00	83.12
09/30/2022	1000581	ORTH, MARC JOSEPH	20.00	18.47
09/30/2022	1000582	PPOST, DAYTON D	2,085.00	1,647.30
09/30/2022	1000583	REEVES, GAIL R	217.50	191.63
09/30/2022	1000584	ROLLERT, JOHN K	70.00	61.67
09/30/2022	1000585	SKUSA, JENICE LYNN	300.00	262.05
09/30/2022	1000586	SMITH, DEREK J	1,535.00	1,276.76
09/30/2022	1000587	WADDELL, AIDEN R	128.00	118.22
09/30/2022	1000588	WERLY, ALEX LEE	60.00	52.86
09/30/2022	1000589	WILSON, LINDA MAY	87.50	80.80
09/30/2022	1000590	ZIELINSKI, THERESE L	1,750.00	1,541.75
09/30/2022	1000591	WELLER, JAMES C	120.00	105.72
09/30/2022	1000592	DEPARTMENT OF TREASURY	2,024.30	2,024.30
09/30/2022	EFT25	INLAND TOWNSHIP FOR EFTPS	2,568.88	2,568.88
Totals: \$			17,709.14	\$ 15,638.01

AJ's Excavating
 9777 Honor Hwy
 Honor, MI 49640
 231-882-4655



Estimate

ADDRESS

Inland Township
 19668 Honor Hwy
 Interlochen, MI 49643

ESTIMATE # 10183

DATE 09/27/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Inland Township Park			
	Remove 6-8" of existing chips/soil and fabric. Subgrade and level for (2) play ground areas 65' x 53' and 40' x 53'. Dispose of waste material. Install 5" of 21AA stone for base. Provide and install 5,765sq' Standard Plus color Perma Play (50% color/50% black) surface. Clean up and rake out.	1	142,940.00	142,940.00
	21-AA per yard	90	40.60	3,654.00T
SUBTOTAL				146,594.00
TAX				219.24
TOTAL				\$146,813.24

Accepted By

Accepted Date

Inland Township
 Budget Adjustments - September 2022

Account Nbr	Account Title	Budget as of 9/30/2022	Y-T-D	Difference	Increase	Decrease	Amended Budget
101-101-980.000	Other services & charges	\$	11,529.50	\$ (330.00)	\$ 330.00		\$ 11,529.50
101-101-801.001	Professional/contracted services	\$	9,250.00	\$ (4,600.00)	\$ 4,600.00		\$ 13,850.00
101-101-900.000	Printing & Publishing	\$ 4,000.00	1,512.16	\$ 2,487.84		\$ (1,898.00)	\$ 589.84
101-101-910.000	Professional development	\$ 1,400.00	1,400.00			\$ (1,400.00)	\$ -
101-966-941.000	Contingency	\$ 1,632.00	-			\$ (1,632.00)	\$ -
101-276-955.000	Miscellaneous	\$	4,208.88	\$ (1,258.88)	\$ 1,260.00		\$ 5,468.88
101-2376-926.000	Portable toilets	\$ 1,600.00	-			\$ (1,260.00)	\$ 340.00
	Total Budget Adjustments			\$	\$ 6,190.00	\$ (6,190.00)	