

Claybanks Township

February 13, 2017
MEETING MINUTES

The regular meeting of Claybanks Township was called to order at 7:30 p.m. by Supervisor Smith with the Pledge of Allegiance. Members present: Smith, Freye, Eilers, Lombard and Rabe.

Agenda Additions – Unfinished Business B) Appoint Roy Strait to the Zoning Board of Appeals

Minutes

- (A) **Approval of January 9, 2017 regular meeting minutes** - Correction - Unfinished Business B) Correct spelling from Gark Lankfer to Gary Lankfer. David Rabe made a motion to approve the January 9, 2017 regular meeting minutes as amended. Second by Brenda Eilers. All in favor. Motion carried.
- (B) **Approval of February 6, 2017 budget workshop minutes** - Dan Lombard made a motion to approve the February 6, 2017 budget workshop minutes. Second by David Rabe. All in favor. Motion carried.

Accounts Payable

- (A) **Approve February Payables** - Dan Lombard made a motion to pay the General Fund payables in the amount of \$6,771.02 and the Park Fund payables in the amount of \$498.86. Second by David Rabe. Freye, yes; Lombard, yes; Rabe, yes; Smith, yes; Eilers, yes. Motion carried.

Correspondence –Miscellaneous correspondence was reviewed. Discussed Census Bureau survey for boundary changes and new addresses. David and Sharon Rabe have worked on this in the past and will look at it. David Rabe was given the documentation from the Census Bureau.

Public Comment – John Bumstead was present. As of January 1, 2017, Scott VanSingel took his seat. Mr. Bumstead brought some handouts and booklets that have his name on them and can no longer be used. Mr. Bumstead stated that Jeff Hansen will complete his term in under two years and he will be running for that open seat. David Rabe noted that load limits are back on the roads in Oceana County.

Reports

- (A) **Financial** – General Fund \$146,372.83; Fire Fund \$33,081.46; Road Improvement Fund \$52,095.20, Park Fund \$61,385.86.
- (B) **Zoning Administrator** – Report given by John Muchna. No permits issued, but he did issue one land split for Don and Leone Erickson. John stated he is now supposed to have documentation for the Equalization Dept., but does not know what that is. He stated he does not want to deal with land splits any longer.
- (C) **Planning Commission** – Report given by Art Grumm. He will probably have a schedule for 2017 meetings next month.
- (D) **Cemetery Committee** - Nothing to report.
- (E) **Clerk Report** - Mary Freye stated she has been advised there will be a special election in May as both Montague and Shelby School Districts are requesting millage. She also

stated she attended a demonstration on new voting equipment that should be in place by the 2018 election. There are many technology changes in how the equipment will work, how software will be verified accurate, the automark replacement, and transmitting data to the County Clerk on election night. There is another set of equipment to be previewed before a final decision is made on which vendor Oceana County will use.

Unfinished Business

- (A) Picnic Tables** - Dan Lombard checked prices at various vendors and found they were more expensive than Keehne. Mary Freye also checked her catalogs. The tables they offer are extremely heavy. Dan Lombard made a motion to purchase six picnic tables for the park at Keehne's. Second by Brenda Eilers. Lombard, yes; Eilers, yes; Smith, yes; Freye, yes; Rabe, yes. Motion carried.
- (B) Appoint Roy Strait to the Zoning Board of Appeals** - Roy is willing to serve another term on the Zoning Board of Appeals. David Rabe made a motion to appoint Roy Strait to the Zoning Board of Appeals. Second by Dan Lombard. All in favor. Motion carried.

New Business

- (A) Group Request to Use Campground on September 29** - An email was received by Kisscross Events, which is a bicycling events company. They were asking to use the park campground for an overnight stay on Friday, September 29, 2017, even though the park will be closed for the season. They would use all 168 sites and have approximately 140 tents. They also wanted to be able to drink beer responsibly. They would be willing to supply porta-potties if the bathrooms were closed. The board agreed this would require hiring a supervisor/manger for two days, cleaning up after the event left, and allowing alcohol, which is prohibited in the Park Ordinance. The possible income vs. expense and was also discussed. David Rabe made a motion to deny opening the campground on September 29, 2017 for Kisscross Events. Second by Brenda Eilers. Smith, yes; Rabe, yes; Lombard, yes; Eilers, yes; Freye, yes. Motion carried.
- (B) Park Manager and Assistant Manager Contracts** - David Rabe made a motion to offer contracts for Park Manager and Assistant Manger to Jesse and Carol Cisneros respectively with a combined increase in salary of \$2,000. The new combined annual salary of \$19,000.00 will be split 85% / 15% respectively. Second by Dan Lombard. Eilers, yes; Rabe, yes; Lombard, yes; Freye, yes; Smith, yes. Motion carried.
- (C) Establish Pay Rate and Hours for Park Help** - As the park has become busier with online reservations, it was thought more help may be necessary. Discussion of hours and pay ensued. Mary Freye made a motion to pay additional help at the park \$10 per hour, up to 40 hours per week. Second by David Rabe. Lombard, yes; Eilers, yes; Smith, yes; Freye, yes; Rabe, yes. Motion carried.
- (D) Park Administration Fee** - Mary Freye made a motion to take \$3,000.00 from the Park Fund for the annual administration fee, to be deposited in the general fund. Second by Brenda Eilers. Smith, yes; Rabe, yes; Lombard, yes; Eilers, yes; Freye, yes. Motion carried.
- (E) Assessor Contract** - David Rabe made a motion to offer Jim Pease a contract with a \$500 increase, making the annual salary \$19,500.00. Second by Dan Lombard. Freye, yes; Lombard, yes; Rabe, yes; Smith, yes; Eilers, yes. Motion carried.
- (F) Planning Commission Terms Expiring** - Terms will expire for Art Grumm, Peter Shlagor and Jeff Davey in May, 2017. Dick Smith will contact them to see if they are willing to continue serving on this Commission.

Supervisor Comments - None

Adjournment - 8:27 p.m.

Respectfully submitted,

Mary A. Freye, Clerk