

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
APRIL 5, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Jon Turnbull, and Sandy Turnbull.

Treasurer's Report given by Bush showing balances for the month of March as follows: general fund \$507,950.29 (\$128,523.50 ARPA funds) and tax collection \$6562.04. Motion by Whitman, with support by Coultres, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported that Commissioner meetings will be recorded and put on Commissioners website. Also trying to get an evening meeting of the Commissioners. Next meeting on Tuesday at 9:30 a.m. Kassuba noted that they are trying to centralize offices in the County Building and asked if the exercise room could be eliminated and conference room used for offices.

ZONING/ASSESSING: New computer for assessing ordered and arrived today.

CEMETERY: Will be looking at mowers. May 5 first burial.

TWP PROPERTY: Generator bids SGI -\$120,700, NCPG \$36,451.96 (includes pad). Motion by Kassuba, with support by Kellogg, to accept the bid from North Country Power Generation LLC for \$36,451.96 less sales tax. Motion carried, 5-0.

WASTE TRANSFER: Work Camp to be contacted for Clean Up Day.

FIRE/RESCUE: Village has appointed the second member.

SCHOOL: Nothing to report.

PLANNING COMMISSION/PARKS & REC: Kellogg reviewed minutes of the March 27, 2023 Planning Meeting.

ROADS: Coultres reported Badgley Road has wash out due to rain last night.
2022-2023 4th quarter budget report: No action required.

Meeting adjourned at 7:43 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
MAY 3, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Pam Ryznar, Fritz Ryznar, Tim Kickey, Adrienne Hickey, Raymond Dreffs, Janelle Dreffs, Keith Bogue, Charles Koehler, Laura Walter and Robert Walter.

Treasurer's Report given by Bush showing balances for the month of January as follows: general fund \$529,722.89 (\$128,523.50 ARPA funds) and tax collection \$11,474.09. Motion by Coultres, with support by Whitman, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: Pam Ryznar (Bogue Trail) wants the Township Board to be aware that neighbors on Bogue Trail (25 acres) are starting to put in a campground (20 fire rings, building picnic tables). Surveyor and developer involved. They have spoken with Land Use. Ask if Township could give guidance. They are worried about devaluation of property, theft, noise, traffic, no supervision, length of stay. Keith Bogue – confirmed a primitive campground in development at this time. Contactd EGLE and with Health Department. Extremely opposed. Kassuba stated that a special use permit would be required and suggested they get points enforceable in the special use permit and that the Township is only a recommending body.

George Koehler reported that he is working with a state archeological professional as Corwith Township has historical item in this township – 9 miles of a 15 mile indian migration trail. Last used in 1835. Originally surveyed in 1840.

REPORT FROM COUNTY COMMISSIONER: Not present

ZONING/ASSESSING: Proposed Language for “guest house” and “dwellings”. Request extension for recommendation.

CEMETERY: New mower delivered. Old mower to go to Fire Department. Kassuba would like the vegetation and small trees out of perimeter and suggested one pass 2-3 times per summer around inside perimeter of fence. Edge of road and around hydrant and up to the gate that goes to the generator also to be cut. Will talk to Allen about it. North end fence – Kassuba will check on again.

TWP PROPERTY: Coultres reported that the fridge has a whacky temperature fluctuation.

WASTE TRANSFER: Clean up Day cost from PAC of \$12,523.00. Discussed tires on clean up day. Discussed limit to 10. Able to bring 4 on normal transfer days, discussed price for over 10. Will discuss further in future.

FIRE/RESCUE: Coultres reported that the Department has no issues at this time.

SCHOOL: Preschool being worked on again, already obtained several grants to help with setup. Bus driver has been hired. Vape prevention presentations are being held. In discussion with Gaylord Community School for CTE program attendance by VAS students. Possible summer events being discussed.

PLANNING COMMISSION/PARKS & REC: Draft minutes from 4/24/23 meeting reviewed. Kassuba will call on the drinking fountain install. Roll up curtains still need to be ordered. Village asked if Township would earmark \$20,000 of the ARPA funds for

possible playground upgrades. Jan Kellogg updated a summary of the history of Corwith Township.

ROADS: Project cost share agreement – Discussion on what getting for the cost share they are asking. Better percentage rate and more bang for the buck. VK wants intersections added.

VK would like to get Township Mastercard or Visa card. Lori will follow up on \$5,000 limit.

Meeting adjourned at 8:24 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
JUNE 7, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Jon Turnbull, Sandy Turnbull, Judi Jarecki, Jan Kellogg, Richard Armour, William Page-Echols, Wendy Page-Echols, Sandi Jones, Anne Pfluecke, John Pfluecke.

Treasurer's Report given by Bush showing balances for the month of May as follows: general fund \$496,928.17 and tax collection \$11,062.64. Motion by Whitman, with support by Bush, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: Richard Armour would like to see roads improved – Kassuba stated that the Township does participate financially even though not obligated. Kassuba related his efforts on the roads. Richard suggested contacting higher politicians to see if some action can be taken on the roads.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported Road Commission meeting tomorrow on their budget and what roads they are going to be working on. Improvement project passed for Parks & Rec – playground, beach, and splash pad at County Park. Any concerns to be presented to Commission – email Jon.

ZONING/ASSESSING: Nothing reported on.

CEMETERY: Jon happy with new mower

TWP PROPERTY: Fountain installed at pavilion – other will be put in storage here.

WASTE TRANSFER: Tire prices from PAC as follows: 17" \$8.00, 18"-22" \$10.00, semi tire \$16.00, tractor tire \$33.00

FIRE/RESCUE: Coultres reported that our rig is helping at Elmira Raceway with fire protection on Saturday races. 50/50 drawing to be split between Vandy and Elmira who is providing EMS coverage. Resignation of Diana Bunker from Fire Board effective 6/6/2023. Motion by Coultres, with support by Whitman, to accept the resignation of Diana Bunker. Motion carried, 5-0.

SCHOOL: Whitman reported the Superintendent position is being offered to Dave Harwood, current Principal..

PLANNING COMMISSION/PARKS & REC:

Motion by Kellogg, with support by Whitman, to recommend the following:

- 1) Under ARTICLE 2 DEFINITIONS, ACCESSORY DWELLING UNIT states that it "...is a smaller dwelling on the same lot as, or attached to, a single-family dwelling." It is unclear why it *must* be smaller than the principal dwelling, particularly as there may be a possibility for splitting the parcel at some future time. See number 2, below.
- 2) If an accessory dwelling unit (ADU) has the possibility of becoming a principal structure through a new parcel split, then the ADU must conform to the minimum standards imposed on a principal structure, as in any parcel, before a proposed parcel split can be approved. For example, in ARTICLE 17, SCHEDULE OF DIMENSIONS, there exists requirements for minimum ground floor area, setbacks, lot area and width of

a principal structure. There must not be a non-conforming structure as a result of the property split.

3) In 17.1 TABLE 1, the "Min. Floor area of Guest House (Square feet)" should state "Min. Floor area of a detached ADU (square feet)".

4) If a discrepancy between various commercial uses of an ADU is to be made, then there should be further clarification of the distinction between "Bed and Breakfast", "Guest House", and "Tourist Home". For example, does each come with its own use restrictions or a specific duration per guest ("transient" could be per day or a year or more) or other criteria that would distinguish it from a typical rental unit?

5) If an ADU can become a principal structure through a new parcel split, the ADU must have its own water and septic system (not shared). If the water and septic system is initially shared, an easement agreement for a future separate system should be required for this eventuality. Motion carried, 5-0. Community Visioning Evening suggested with an outside facilitator with Village, Township and residents suggested by Jim Neely. Judi Jarecki relayed County Planning suggestion to have townships give opinion on where would be a suitable location to encourage housing development.

Motion carried, 5-0. Kellogg also reported on the Planning meeting of May 22, 2023.

ROADS: Kassuba spoke with Road Commission on the Corwith project presented last month.. Motion by Coultres, with support by Kassuba, to approve the Project Cost Share Agreement with Otsego County Road Commission, upon receipt of written document of paving 3 interesections (Badgley and 27, Badgley and Cherwinski and Airport and Huffman Lake Rd) and shoulder of Whitmarsh and 27, and graveling of McGregor at no additional cost to Corwith Township. Motion carried, 5-0.

Otsego County Economic Alliance: Motion by Kassuba, with support by Whitman, to approve the Otsego County Econominc Alliance support agreement. Roll Call vote: Kassuba – yes, Whitman- yes, Kellogg – yes, Bush – yes, Coultres – yes.

Foreclosed Property – Waiver for Second right of refusal: Motion by Kassuba;, with support by Coultres, to waive the second right of refusal. Motion carried, 5-0.

Meeting adjourned at 8:07 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
JULY 5, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Tom Kellogg and Debbie Whitman. Supervisor Vern Kassuba was absent.

Others present were Kris Powell, Jon Turnbull, Sandy Turnbull, Jim Newell, Pam Ryznar, Fritz Ryznar.

Treasurer's Report given by Bush showing balances for the month of June as follows: general fund \$475,790.04 (\$92,073.50 ARPA funds) and tax collection \$7,108.61. Motion by Coultres, with support by Whitman, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: Pam Ryznar asked for a proposed Alexander Road Campground update – nothing heard yet.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported on HB 4459 and 4460 (septic and sewer bills – inspected every 5 years and certified by the Health Dept. Will be presenting resolution in opposition at County Commissioner meeting – no opposition voiced against such a resolution. He reported he was approached by the Whippy Dip owner asking for traffic signal at corner of Thumb Lake and Old 27. Would need to be requested from MDOT.

ZONING/ASSESSING: LD 042-008-200-015-00 Motion by Coultres, with support by Bush, to recommend approval of LD 042-008-200-015-00. Motion carried, 4-0.

CEMETERY: One burial required two openings – family decided on 2nd site.

TWP PROPERTY: Plumber will be coming to install the sprayer in the kitchen.

WASTE TRANSFER: Nothing to report.

FIRE/RESCUE: Fire Board Appointment – one application received from Jim Newell for position. Motion by Coultres, with support by Kellogg, to appoint Jim Newell as Township representative to the Fire Board. Motion carried, 4-0.

PLANNING COMMISSION/PARKS & REC: Master Plan issue of affordable housing discussed at the Planning Meeting – suggested community gathering of government member with facilitator to brainstorm. He also reported on Detroit's downtown revitalization effort that was toured during his last visit.

ROADS: Some brining done. Whitman reported that Kassuba has not heard anything back from the Road Commission on our road project.

QUARTERLY REPORT: No action required.

Meeting adjourned at 7:28 p.m.

Debbie Whitman
Corwith Township Clerk

**CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
AUGUST 2, 2023**

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Jon Turnbull and Sandy Turnbull.

Treasurer's Report given by Bush showing balances for the month of July as follows: general fund \$438,926.47 and tax collection \$186,140.78. Motion by Whitman, with support by Coultres, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported on proposed bills concerning sewer and septic going to the House and Senate – Otsego Board of Commissioners did pass resolution in opposition. Resolution of opposition also passed by the Northwest Michigan Health Department. He spoke to the Road Commission on Sturgeon Valley Road – spoke to County Administrator who will address with DNR. Rep. Borton and Senator Hoyt advised to send information down to them. He will follow up on this. Spoke with Administrator and Doug Johnson, and Thom Marquard on Cornwall Flooding dam on a cooperative effort to help fix. Commissioners Meeting moved back to Room 100 at the courthouse.

ZONING/ASSESSING: Land Division 042-025-300-005-04 Kassuba recommended approval. Motion by Whitman, with support by Bush, to recommend approval of 042-025-300-005-04. Motion carried, 5-0

CEMETERY: Nothing to report.

TWP PROPERTY: Security camera will be needed over ballot drop box when installed.

WASTE TRANSFER: Nothing to report.

FIRE/RESCUE: Coultres reported that Jim Newell is the new member on board. There will not be an August meeting of the Fireboard.

SCHOOL: Whitman reported on late start Mondays and the Volleyball fundraiser

PLANNING COMMISSION/PARKS & REC: Kellogg reported that the Planning Commission is reviewing the packet from Zoning on Noise Ordinance proposal. 9/23 Harvest Festival at Pavilion. Resolution in support of Village of Vanderbilt for 2023 Prosperity Awards through Consumers Energy presented. Kellogg and Jim Neely met with Lisa McComb. The Master Plan, housing needs/opportunities, business development issues, community blight, road funding and visioning/place making. She will review recent funding opportunities to see if they are relevant. She offered to facilitate a community visioning session. Motion by Kellogg, with support by Kassuba, to adopt Resolution in support of the Village of Vanderbilt to acquire funding through the Consumers Energy Foundation 2023 Prosperity Awards. Motion carried, 5-0.

ROADS: Kassuba will follow up on our proposal to the Road Commission.

Meeting adjourned at 7:31 p.m.

Debbie Whitman
Corwith Township Clerk

**CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
SEPTEMBER 6, 2023**

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Vernon Kassuba, Tom Kellogg and Debbie Whitman. Treasurer Lori Bush was absent

Others present were Kris Powell, Judi Jarecki, Kevin Knoellinger, Michelle Hamilton, Jim Neely, David Drews, Rich Millington

Treasurer's Report given by Supervisor Kassuba showing balances for the month of August as follows: general fund \$448,617.20 and tax collection \$285,303.45.

Motion by Whitman, with support by Kellogg, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull was not present.

ZONING/ASSESSING: Nothing to report.

CEMETERY: Nothing to report.

TWP PROPERTY: Generator progressing.

WASTE TRANSFER: Nothing to report.

FIRE/RESCUE: Nothing to report.

SCHOOL: New hires for school year, better fund balance than projected.

PLANNING COMMISSION/PARKS & REC: New fee schedule proposed by Land Use – Planning Commission recommended approval with note that the public must be made aware of changes. Discussion on how and whom will notify the public of changes. Discussed Special Use Permit/Site Plan Review Knoellinger 042-011-300-010-03. Concerns discussed at Planning Commission – property owners concerns about accessing their property from proposed campground, issue raised about approving project that are either underway or already completed without regulatory agencies being consulted beforehand. No recommendation presented at meeting. Jim Neely – concerns about water/septic – wetland in area. Has EGLE approved it for water/septic. Second time project started without gaining prior approval. Motion by Kellogg, with support by Whitman, to recommend approval of the special use permit to county planning with the condition of the planned fence be installed to provide the permanent boundary around the proposed project. Motion carried, 4-0. Motion by Kassuba with support by Coultres, to recommend approval of the new enforcement fee schedule. Motion carried, 4-0. Sept 23, 2023 harvest festival at pavilion 2-6 p.m. Lisa McComb helping with community visioning forum held during Harvest Festival. Spookathon on Oct. 28. Traffic counters east of town set for commercial truck traffic. Otsego County Sheriff Dept. contacted Tom – two girls (runaways) living in pavilion bathroom – will be reviewing more footage.

ROADS: McGregor Road done.

Meeting adjourned at 8:12 p.m.

Debbie Whitman
Corwith Township Clerk

**CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
OCTOBER 4, 2023**

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Judi ~~Yarack~~YURACK, Cassie Johnson, Janelle Dreffs, Raymond Dreffs, Keith Bogue, Olivia Smith, Frederick Ryznar, Pam Ryznar, Robert Walter, Tina Sayles, Annamarie Deeter

Treasurer's Report given by Bush showing balances for the month of September as follows: general fund \$443,785.85 and tax collection \$93,490.58. Motion by Coultres, with support by Bush, to pay the bills and acknowledge the Treasurer's Report. Roll call vote: Coultres – yes, Bush – yes, Kellogg – yes, Kassuba – yes, Whitman – yes.

PUBLIC COMMENTS: Tina Sayles, Village of Vanderbilt President, advised that the adjoining property owner with the Fire Hall is opposing the fence that was put up this LAST summer. Side lot has an 8 foot set back or signature of adjoining owner to put on lot line. Kassuba will look into for resolution of this issue. Janelle Dreffs read a list of concerns from property owners with the proposed campground on Alexander Road. Discussion and comments heard on the proposed campground. Also reported that lack of natural buffer should be addressed, especially on the north side of the proposed campground. It was also suggested that evergreens be planted on the west side to better buffer from the view of adjoining owners. Areas requested to be addressed are concerns if this will be run on honor system or if owners will be on site, privacy fence installation in site of adjacent owners homes, maintenance of fire rings so that garbage doesn't attract animals, camp fires during dry season, use of fireworks, use of ATV's. A letter will be sent to Zoning by the Township, addressing the additional concerns presented by adjoining property owners.

Motion by Coultres, with support by Bush, to approve the minutes of September 6, 2023. Motion carried, 5-0.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull not present.

ZONING/ASSESSING: nothing

CEMETERY: nothing

TWP PROPERTY: nothing

WASTE TRANSFER: Tire Limit is currently set up as year round up to 4 per weekend. Had issue with someone bringing over limit in – Kassuba will contact this person. Spent limit on tires this year. Motion by Kassuba, seconded by Bush, beginning 10/14/23, up to 22inch tires only \$5.00, semi and tractor tires \$20.00, to be in effect until March 31, 2024. 5-0. Clean up day tire limit/cost to be decided later.

FIRE/RESCUE: Nothing

SCHOOL: Approved Support Staff Contract

PLANNING COMMISSION/PARKS & REC: Lisa McComb at Harvest Festival. Community Visioning survey results presented. 3000 vehicles go through Vanderbilt every day – 360 or so toward Pigeon River area. (lots of trucks)

ROADS: Kassuba reported that a nice job on was done on McGregor Road.

QUARTERLY REPORT: No action required

ELECTIONS: Agreement for Election Services with Otsego County: Motion by Kassuba, with support by Kellogg, to authorize Debbie Whitman to sign the Election Services agreement with Otsego County. Motion carried, 5-0

CREDIT CARD USE RESOLUTION: Motion by Coultres, with support by Kassuba, to adopt the Corwith Township Credit Card Resolution. Roll call vote: Kellogg – yes, Bush – yes, Coultres, - yes, Kassuba – yes, Whitman –yes. A limit of \$10,000.00 was recommended.

Meeting adjourned at 8:38 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
NOVEMBER 1, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Judi Jarecki

Treasurer's Report given by Bush showing balances for the month of October as follows: general fund \$435,019.38 and tax collection \$16,581.88. Correction to minutes – Fire Department fence was installed last summer, not this summer and correct spelling for Yurack was also noted. Motion by Kassuba, with support by Whitman, to approve the minutes with correction, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull not present.

ZONING/ASSESSING: Nothing to report.

CEMETERY: Nothing to report.

TWP PROPERTY: Library had another leak – another down spout is needed for the eaves.

WASTE TRANSFER: Had one complaint on new tire charge.

FIRE/RESCUE: Kassuba and Kellogg met with the Village on the fence at the Firehall.

SCHOOL: Audit to be presented in November.

PLANNING COMMISSION/PARKS & REC: Spookathon and progress on saving Cornwall Flooding reported on. Proposed language from Land Use appears to be all the changes that we had suggested. Motion by Whitman, with support by Kassuba, to approve the changes to Dwellings, Guest Houses and ADU's as amended by Land Use Services. Motion carried, 5-0. Jim Neeley to contact Lisa McComb on visioning session with local businesses. Knoellinger SUP – did site visit. Privacy fencing to be installed on north end if 2nd phase is constructed. 7 ft fence also. Some privacy fencing on west side also. Judi Jarecki would like to add condition of fencing around all of property with signs, and areas of privacy fencing as condition to get county permit.

ROADS: Nothing to report.

Meeting adjourned at 7:40 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
DECEMBER 6, 2023

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell, Jon Turnbull, and Steve Williams.

Treasurer's Report given by Bush showing balances for the month of November as follows: general fund \$422,309.13 and tax collection \$12,879.31. Motion by Coultres, with support by Kellogg, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported that the County is working hard to find a new location for Alpine Center offices. Voted to spend up to \$3.5 million from ARPA funds for a new court building. ORV ordinance – proposed to open every road in county – ordinance change was voted down by County Commissioners. Constitutional County Resolution (2nd Amendment) – voted down by Commissioners. Commissioners back to meeting at the Library (2nd Floor). Budget passed for 2024. Two reduction in mills – recycling and bus system. Talked with Otsego County Road Commission – said Sturgeon Valley Road is top priority for spring. Kassuba asked about reducing Road Commission board from 5 members to 3 members. Jon will bring up to Personnel Committee in January. Kassuba asked Jon to look into the well at Irontone Springs as the fountain is in disrepair. He also feels a plaque should be put up there to note that it was a historical well used for watering horses along Old 27.

ZONING/ASSESSING: Land Division 042-019-100-015-04. Kassuba recommended approval. Motion by Whitman, with support by Bush, to recommend approval of this land division. Motion carried, 5-0. Board of Review coming in December.

CEMETERY: Cemetery deeds have now been computerized.

TWP PROPERTY: Maintenance will be charging \$10 for extra mowing since new fence was put up at Township Hall. Firehall has shingles coming off and north door needs attention. Tom Kellogg presented his notes concerning fences and determination from Village Zoning Administrator.

WASTE TRANSFER: PAC Annual Clean Up Day contract for April 20, 2024.

Motion by Whitman, with support by Coultres, to approve the contract with PAC for signature by the Supervisor. Motion carried, 5-0.

FIRE/RESCUE: Nothing further presented.

SCHOOL: Audit report to be presented this month.

PLANNING COMMISSION/PARKS & REC: Spoke with Lisa McComb about economic development opportunities in Vanderbilt. Working on pulling data together for Master Plan. Music open mic and potluck on Dec. 16, 2023 at the Township. Most open mic winter dates have been switched to third Saturday of the month. Otsego County Planning Commission has approved the special use permit for the Knoellinger property on Alexander Road with three conditions – 1) if phase 2 not started by 5 years, will require re-approval 2) north privacy fence to be 180 feet long 3) west privacy fence

placed to provide adequate screening to adjacent residents. .gov domains are no longer costly and are available for free. Kellogg will persue.

ROADS: Kassuba reported that the Road Commission still has not provided a signed contract for work planned from last spring. He will check on it.

HISTORICAL SOCIETY REQUEST: Motion by Coultres, with support by Whitman, to approve the payment of \$100 for storage of artifacts. Motion carried, 5-0.

Meeting adjourned at 7:55 p.m.

Debbie Whitman
Corwith Township Clerk

**CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
JANUARY 3, 2024**

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Tom Kellogg and Debbie Whitman. Supervisor Vern Kassuba was absent. Trustee Pat Coultres chaired the meeting in the Supervisor's absence.

Others present were Kris Powell, Judi Jarecki, Jon Turnbull, Steve Williams

Treasurer's Report given by Bush showing balances for the month of January as follows: general fund \$408,581.83 and tax collection \$128,405.22. Motion by Whitman, with support by Bush, to approve the minutes, bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: Judi Jarecki reported that at their last Planning Commission meeting it was mentioned that there would be something at their January meeting about someone wanting to start a winery on Thumb Lake Road.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported that the Board of Commissioners selected Doug Johnson as Chair. Ironton Springs looked into. Jacob Brown, Parks and Rec director, says maintenance will be a priority at Ironton Springs in the spring, replacing rotted boards, replacing signs and putting money away to repair artesian well.

ZONING/ASSESSING: Nothing to report.

CEMETERY: Nothing to report.

TWP PROPERTY: Kassuba waiting to here back from Siwecki Builders on the roofs.

WASTE TRANSFER: Nothing to report.

FIRE/RESCUE: Nothing to report.

SCHOOL: Audit report was reviewed and electric bus grant discussed.

PLANNING COMMISSION/PARKS & REC: Kellogg looked into getting a .gov website. Not taking any new applications as website under revising. Should be able to follow up in January. Camera installed for drop box.

ROADS: Nothing to report.

QUARTERLY REPORT: No action required.

SCHEDULE BUDGET WORKSHOP: Wednesday, January 31, 2024 at 6:00 pm.

PIE&G REQUEST: Motion by Kellogg, with support by Bush, to write a letter of support for PIE&G in their effort to supply fiber to the home network throughout its service area. Motion carried, 4-0.

Meeting adjourned at 7:19 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP BUDGET WORKSHOP MINUTES
8170 MILL STREET, VANDERBILT, MI
JANUARY 31, 2024

The workshop opened at 6:05 p.m. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Revenue line items were adjusted. Revenue lines 441 and 575 will be looked at for the next meeting. Fiscal Sheet adjusted to reflect 4% increase.

Meeting adjourned at 7:05 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
FEBRUARY 7, 2024

The meeting opened at 7:04 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Kris Powell and Judi Jarecki.

Treasurer's Report given by Bush showing balances for the month of January as follows: general fund \$505,537.74 and tax collection \$114,917.42 . Motion by Whitman, with support by Coultres, to approve the minutes (regular and workshop), bills and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: No comments offered.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull was not present.

ZONING/ASSESSING:

CEMETERY: Nothing to report.

TWP PROPERTY: Roof quotes for budget purposes in.

WASTE TRANSFER: Nothing to report.

FIRE/RESCUE: Nothing to report

SCHOOL: Hired new bus driver, applying for electric bus and charging station, R & R Cleaning rehired.

PLANNING COMMISSION/PARKS & REC: Planning Commission has no concerns with the application for Special Use Permit and Site Plan review for PZSU23-005 and they recommend approval of the proposed project. Officers selected for Planning Commission with current officers retaining positions. Meeting dates for 2024 were set. Discussion on poor road conditions with photos provided. The Planning Commission recommended that the Township adopt an official policy for Corwith Township regarding roads which can be promoted at the Road Commission meetings regardless of who is attending and representing the Township. Motion by Kellogg, with support by Kassuba to recommend approval of PZSU23-005 Parcel 042-004-300-005-02. Motion carried, 5-0.

ROADS: Kassuba to check with the Road Commission.

SANE SERVICE AGREEMENT: Motion by Coultres, with support by Bush, to approve the agreement with SANE. Coultres – yes, Bush – yes, Kellogg – yes, Kassuba – yes, Whitman - yes

SCHEDULE WORKSHOP: Feb. 21, 2024 at 4 p.m.

Meeting adjourned at 7:32 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP BUDGET WORKSHOP MINUTES
8170 MILL STREET, VANDERBILT, MI
FEBRUARY 21, 2024

The workshop opened at 4:09 p.m. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Kassuba reported that a mill is worth \$87,000.00. Expenditure line items adjusted. Early Voting wages discussed. Proposed budget balanced at \$796,794.00.

Tire policy discussed for the next fiscal year. Clean Up Day will have a limit of 10 passenger tires (up to 22") for free on this day. Charge per tire will remain for the remainder of the year.

Meeting adjourned at 5:25 p.m.

Debbie Whitman
Corwith Township Clerk

CORWITH TOWNSHIP REGULAR MEETING MINUTES
8170 MILL STREET, VANDERBILT, MI
MARCH 6, 2024

The meeting opened at 7:00 p.m. with the Pledge of Allegiance. Board present were Pat Coultres, Lori Bush, Vern Kassuba, Tom Kellogg and Debbie Whitman.

Others present were Jon Turnbull, Sandy Turnbull, Fred Gonchoroff

The Budget Hearing was opened at 7:01 p.m.

Treasurer's Report given by Bush showing balances for the month of February as follows: general fund \$494,202.19 and tax collection \$102,590.02. Motion by Whitman, with support by Bush, to approve the minutes (regular and workshop), bills (including early voting payroll) and acknowledge the Treasurer's report. Roll call vote: Coultres – yes, Bush – yes, Kassuba – yes, Whitman – yes, Kellogg – yes.

PUBLIC COMMENTS: Fred Gonchoroff asked if anyone questioned the constitutionality of property taxes at State level. Commissioner Turnbull reported it is being questioned at State level and per Rep. Borton, it will be on the November ballot.

REPORT FROM COUNTY COMMISSIONER: Commissioner Turnbull reported that Ironton Springs will be a priority for spring work, i.e. work on the artesian well and replace broken boards in walkway and signs, cutting trees down. Would like Township's support to keep Commissioner position. Over \$500,000 received by County for marijuana tax. Tried to get Health Dept meetings to rotate over the 4 counties served but this was voted down. Discussed Early Voting. Septic issues – fiscally and physically impossible for DHD4 to police septic issues. Still in committee for review.

ZONING/ASSESSING: Resolution to allow local residents to protest to Board of Review in writing presented. Motion by Whitman, with support by Kassuba to adopt. Motion carried, 5-0. 2024 Poverty Exemption Guideline Resolution presented. Motion by Bush, with support by Coultres to adopt. Motion carried, 5-0. Personal Property Canvass and Record Maintenance Policy presented. Motion by Whitman, with support by Kassuba to adopt. Motion carried, 5-0. Exempt Property Determination Policy presented. Motion by Whitman, with support by Coultres to adopt. Motion carried, 5-0. Assessment Records Access Policy presented. Motion by Bush, with support by Kassuba to adopt. Motion carried, 5-0.

CEMETERY: Nothing to report.

TWP PROPERTY: Nothing to report.

WASTE TRANSFER: A copy of Clean Up day flyer to Soil Conservation.

FIRE/RESCUE: Nothing to report.

PLANNING COMMISSION/PARKS & REC: Kellogg reviewed the minutes of the Planning Commission where road maintenance was discussed as well as housing and climate change. 4/17 9 am Coffee/chat workshop with area businesses, interested people, and board members will be held at Corwith Hall on April 17, 2024 at 9 am. Lisa McComb facilitating the event.

ROADS: Nothing further to report on.

Motion by Kassuba, with support by Whitman to close the budget hearing at 8:03 p.m. Motion carried, 5-0.

NEW BUDGET MOTIONS:

Resolution to Establish Township Supervisors Salary: Motion to adopt by Bush, seconded by Coultres. Roll call vote: Bush- yes, Coules – yes, Kellogg – yes, Kassuba – yes, Whitman - yes.

Resolution to Establish Township Treasurer's Salary: Motion to adopt by Coultres, seconded by Kellogg. Roll call vote: Coultres – yes, Kellogg – yes, Kassuba – yes, Whitman – yes, Bush – yes.

Resolution to Establish Township Clerk's Salary: Motion to adopt by Bush, seconded by Coultres. Roll call vote: Bush – yes, Coultres – yes, Kellogg – yes, Kassuba, - yes, Whitman – yes.

General Appropriation Resolution: General Appropriation Resolution with revenues of \$796,794.00 (includes fund balance transfer of \$470,576.00) and expenditures of \$796,794.00, Motion to adopt by Whitman, supported by Kassuba. Roll call vote: Kellogg - yes, Kassuba - yes, Whitman - yes, Coultres - yes, Bush – yes.

Fiscal Year 2024-25 Sheet: Motion to adopt by Kassuba, seconded by Bush. Roll call vote: Coultres - yes, Whitman – yes, Kellogg - yes, Bush- yes, Kassuba – yes.

2024-25 Budget:

Motion by Coultres, to approve line 101-101-702 @ \$6,500.00 to be \$238.00 per diem with the total of the category (101-101) including the above at \$64,921.97, sec. by Kassuba. Roll call vote: Bush – yes, Kassuba – yes, Coultres - yes, Kellogg - yes, Whitman – yes.

Motion by Whitman to approve line 101-171-702 @ \$11,442.00, 101-171-703 @ \$3,800.00 with the total of the category (101-171) including the above at \$15,242.00, sec. by Coultres. Roll call vote: Kassuba - yes , Bush - yes, Whitman - yes, Coultres - yes, Kellogg - yes.

Motion by Bush to approve line 101-209-702 @ \$23,712.00, and balance of category (101-209) including the above at \$33,224.00.00, sec. by Coultres. Roll call vote: Coultres - yes, Kellogg- yes, Kassuba - yes, Whitman - yes, Bush - yes.

Motion by Kellogg to approve line 101-215-702 @ \$22,260.00, 101-215-703 @ \$4,800.00 and balance of category (101-215) including the above at \$27,854.00, Sec. by Kassuba. Roll call vote: Kellogg - yes, Coultres - yes, Whitman - yes, Bush - yes, Kassuba - yes. ,

Motion by Coultres to approve line 101-253-702 @ \$20,2200.00, 101-253-703 @ \$5,000.00 and balance of category (101-253) including the above at \$26,014.00. Sec. by Whitman. Roll call vote: Coultres - yes, Kellogg - yes, Bush- yes, Kassuba -yes, Whitman-yes.

Motion by Bush to approve line 101-262-702 @ \$12,000.00 and balance of category (101-262) including the above at \$19,155.00, sec. by Coultres. Roll call vote: Whitman - yes, Kassuba - yes, Kellogg - yes, Bush - yes, Coultres – yes.

Motion by Kassuba, to approve line 101-265-702 @ \$13,000.00, line 101-265-752 @ \$2,184.00, and balance of category (101-265) including the above at \$139,332.00. Sec. by Whitman. Roll call vote: Kassuba - yes, Bush - yes, Whitman - yes, Kellogg -yes, Coultres –yes.

Motion by Coultres to approve category 101-267 Local Fiscal Recovery Fund Expenditures with a total of \$93,022.00. Sec. by Bush. Roll call vote: Bush-yes, Kassuba-yes, Coultres- yes, Kellogg-yes, Whitman-yes.

Motion by Bush to approve line 101-276-702 @ \$11,676.00, line 101-276-752 @ \$2,184.00 and balance of category (101-276) including the above at \$41,654.00. Sec. by Coultres. Roll call vote: Kellogg - yes, Bush-yes, Kassuba -yes, Coultres-yes, Whitman-yes.

Motion by Whitman to approve category 101-370 @\$43,200.00. Sec by Bush.
Roll call vote: Bush – yes, Kellogg –yes, Whitman-yes, Kassuba -yes, Coultres –yes.

Motion by Kassuba, to approve line 101-375-702 @ \$4,800.00 and the balance of the category (101-375) including the above at \$9,650.00. Sec. by Coultres. Roll call vote: Coultres -yes, Bush-yes, Kassuba-yes, Whitman-yes, Kellogg –yes.

Motion by Coultres to approve line 101-526-702 @ \$7,000.00 and balance of category (101-526) including the above at \$40,754.00, Sec.by Kassuba. Roll call vote: Kassuba-yes, Coultres –yes, Kellogg-yes, Whitman-yes, Bush-yes.

Motion by Coultres to approve category 101-536 @ \$9,200.00. Sec.by Kassuba. Roll call vote: Coultres –yes, Kassuba –yes, Bush – yes, Kellogg –yes, Whitman-yes.

Motion by Whitman, to approve category 101-750 @18,000.00. Sec. by Kassuba. Roll call vote: Bush - yes, Whitman –yes, Coultres –yes, Kassuba – yes, Kellogg – yes.

Motion by Coultres to approve the General Expenses category @ \$215,571.00 including Board of Review wages at \$160.00 per full day and \$80.00 per half day. Sec. by Bush. Roll call vote: Coultres-yes , Whitman-yes, Bush-yes, Kassuba-yes, Kellogg-yes.

Meeting Date and Time: Motion by Kassuba, with support by Whitman, to set the meeting dates as the first Wednesday of the month at 7:00 p.m. unless otherwise noted. Dates will be Wednesday, April 3, 2024, Wednesday, May 1, 2024; Wednesday, June 5, 2024; Monday, July 1, 2024 @ 6 pm; Wednesday, August 7, 2024; Wednesday, September 4, 2024; Wednesday, October 2, 2024; Wednesday, November 6, 2024; Wednesday, December 4, 2024, Thursday, January 2, 2025; Wednesday, February 5, 2025; and Wednesday, March 5, 2025. Motion carried, 5-0.

Meeting adjourned at 8:17 p.m.

Debbie Whitman
Corwith Township Clerk