

**Regular Meeting of the Burt Township Board**  
**Tuesday, December 10, 2024-- Community Center - 6:00 PM**

**APPROVED**  
**01/14/25**

**Attendance:** Jon Babbitt, Lori McShane, Sara Secrest, Tim Jenkins, and Paul Williams

**Public Comments:** Devin Lawrence gave a brief summary regarding his request to the township to enforce/define the property lines between his home on Brazel street and the township alleyway. He provided copies of all correspondence and encouraged the new board members to review and engage. Al Larsen suggested a surveyor out of Escanaba for the township needs at a much lower cost, he will advise.

**Agenda:** Motion by McShane, second by Williams to approve agenda as written. 5 ayes.

**Correspondence:** Letter dated December 7, 2024, from Bob Hughes regarding the new board and concerns about our community's infrastructure. Supervisor Babbitt has scheduled a meeting with Mr. Hughes to discuss further.

**Approve Minutes:** Motion by Williams, second by Secrest, to approve the minutes from November 12th regular meeting, and the November 22<sup>nd</sup> special meeting. 5 ayes.

**Department and Committee Reports:** Reports were available from the Assessor, DPW & Water, Fire, Library and Woodland Park. Trustee Jenkins asked for more information to be included in the assessors' report, and had many questions and suggestions for the DPW.

**Appointments/Resignations:** Motion by McShane, second by Babbitt, to approve Gabe Lawrence and Jeffrey Harry to serve on the Fire department. 5 ayes. Motion by Babbitt, second by Williams, to appoint Victor Senk to the Zoning Board of Appeals. 5 ayes. We received three letters of interest for open positions on the Board of Review. Motion by McShane, second by Williams, to appoint Victor Senk and Al Larsen to the Board of Review. 5 ayes. Motion by Babbitt, second by Williams, to re-appoint Larry Shaffer, Jenny Irvine, and Phil Bontrager to the Planning Commission for another two-year term. 5 ayes.

**Supervisor Report:** This first month has been very interesting and busy but I am surviving. I have begun meeting with the RCPI to work on getting research and information and grant opportunities to maintain and preserve our harbor. I am also concerned and am gathering more information regarding the property we acquired at the old coast guard boat dock; I feel we need to do what we need to hold on to this property. I am scheduling meetings with department heads and learning more about all of the projects in the works. Remember, my door is always open and I welcome all ideas and complaints. I feel it is important to hear the people.

**Treasurer's report and Approval of Bills:** Treasurer's report – (\$935,697.22) Motion by McShane, second by Babbitt to accept treasurer's report and approve the bills for payment (\$10,949.04). 5 ayes.

**Unfinished Business:**

**Planning Commission:** The planning commission meetings that were scheduled for December 5th were cancelled. Please watch the website and facebook page and locations around town for the new date once it gets rescheduled. Copies of the draft new zoning ordinance are available at the township office or on our website – burttownship.com. Email office@burttownship.com with comments.

**Meridian Projects Update:** Motion by McShane, second by Williams, to approve the final pay request from Meridian Contracting for the work done on the community center, pole barn, and medical center, at \$72,951.41. 5 ayes.

**Alger Delta – Streetlight shading:** We received pricing from Alger Delta for the street light shading. We have 76 streetlights, and the shade cost is \$54.00 each, and Labor to install would be around \$12,000, for a total cost of approximately \$16,000.00. It was decided to table this and discuss early next year in 2025/26 fiscal year budget talks, as there are no funds available in the current budget to finance this project. It was further decided that if individual residents want to contact the township and have a specific streetlight shaded, we would work with Alger Delta and review that request, and they could pay all costs associated.

**Fuel Fund deficit corrective action plan:** Resolution 2024-12-01 - The completed audit is submitted to the state treasury department and if there is a deficit in any fund at the end of the fiscal year, the township must submit an elimination plan to rectify. This specific deficit in the fuel fund was caused by the inaccuracy of the new pin pad reader system that we installed last summer. The unleaded gallons pumped was not being recorded correctly, it was off by one decimal point. The problem has been corrected and revised invoices were sent and paid, recouping over \$25,000. Deficit plan was approved and submitted to the State back in November, but the Treasury Department had requested additional information. This revised deficit elimination plan was presented in resolution format and included projected budgets through the 2026/27 fiscal year. Motion by Babbitt, second by Williams, to adopt resolution 2024-12-01, and submit this revised deficit elimination plan to the state for approval. 5 ayes.

**ACRC – Road contract 2025 – Lowder Rd.** - Motion by Babbitt, second by Williams, to enter into an agreement with the Alger County Road Commission to make repairs and upgrades to Lowder Road in the summer of 2025, for a township cost of \$39,710. 5 ayes.

**Employee Bonuses:** Motion by Babbitt, second by McShane, to approve bonuses for each salaried full-time employee of \$1,000 for this current fiscal year. 5 ayes. Board agreed to readdress this bonus versus COLA/merit raise system for next fiscal year.

**New Business:**

**Short term rental software proposal:** Motion by Williams, second by Babbitt, to enter into an agreement with iWorQ to organize rental property registrations with cloud-based software, at a cost of \$2,600 for the first year. 5 ayes. Watch the website for a new link to submit your short-term rental registrations.

**Community notification software:** Motion by Williams, second by Secrest, to accept the proposal from UPAHEAD to establish a program for mass text messaging notification to the community for special meetings, water system issues, emergency alerts, etc., at a cost of \$299 for the set up and \$99 monthly. 5 ayes. Watch our website for link to add your phone number and stay in the know!

**Rock Show – beach mat:** Received correspondence from Karen Brzys on behalf of the Grand Marais Rock and Mineral Show offering the township a \$14,000 donation towards the purchase of a Mobi-mat walkway for use at Agate Beach. This walkway would provide a firm, safe, and stable surface for a wide range of users, including people with disabilities or mobility challenges including wheelchairs, scooters, walkers, or strollers. The rock show board members would like the township to take this money and place it in a separate account earmarked only to be used for this mobi-mat purpose, and hopefully budget additional funds in the upcoming fiscal year to complete the purchase (total funds needed would be approximately \$25,000). Board will do some research on the details of the mat, like installation, storage, durability etc. and continue discussion.

**Other:** Airport manager Heather Dobberstein, along with Mike Beek, completed a grant application for \$15,000 to be used towards forestry mulching at the airport property. These grant funds are made available from the State of Michigan.

**Public Comment:** Karen Brzys thanked the township and its employees for a successful rock show this fall. Al Larsen suggested a small fishing dock at the old Coast Guard Boat dock location could be a less expensive alternative. Tim Jenkins thanked all community members and organizations for the wonderful events of the last couple of weeks. Devin Lawrence asked about regular and special meeting schedules.

**Adjournment:** 7:45 PM

Respectfully submitted December 12, 2024

Lori McShane, Clerk