

**BURT TOWNSHIP  
BOARD MINUTES  
January 5, 2017**

The regular meeting of the Burt Township Board was called to order by Supervisor Harold Koviak on January 5, 2017 at 2:00 pm at the Burt Township Hall, 7029 Birchwood Road, Cheboygan, Michigan 49721.

**ATTENDANCE:** Harold Koviak, Kathryn Parker, Eugene Hodulik, Shirley Reimann, Donna McDougall

**Absent:** None

**Also Attending:** Hannah Palmer, Jim Larson, Mike English, Brian Coffell

Supervisor Koviak led in reciting the Pledge of Allegiance.

**Agenda:** Koviak

**MOTION:** Moved by Parker, supported by Hodulik to accept the agenda with the following additions:

New Business:

Topinabee Fire Dept., Republic Services, 2017-2018 Meeting dates, Zoning Administrator training, Deputy Clerk, Jim Parker

**MOTION APPROVED**

**Public Comment:** None

**Minutes and Bills**

**MOTION:** Moved by Hodulik, supported by Parker to approve the minutes of December 1, 2016, as presented and payment of the bills.

**MOTION APPROVED**

**Unfinished Business**

Website - Koviak

Art Pillen sent out a RFP for web services with a due date of January 27, 2017. The website committee will review them and present their recommendation at the March board meeting.

**New Business**

ZBA & Planning Appointments - Koviak

Dave Hutto e-mailed a request to be appointed to the ZBA. Jay Jontz would like to join the Planning Commission. Koviak's and Reimann's terms are expiring on the ZBA.

**MOTION:** Moved by Parker, supported by McDougall to appoint Dave Hutto and re-appoint Harold Koviak and Dennis Reimann to the ZBA and appoint Jay Jontz to the Planning Commission for a three-year term, 2017-2019.

**MOTION APPROVED**

Topinabee Fire Report – Mike English

Mike English said they had 122 runs for 2016, 32 of which were in Burt Township. They now have 6-7 volunteers who have first responder or paramedic status and 3 more are pending. They will be getting a new set of Jaws of Life.

Republic Services - Hannah Palmer

The trash removal contract expires on January 31, 2017. Ms. Palmer offered a three year contract with the same terms as the previous contract. 2017 will have the same price as 2016 and the second and third years will be capped at 4 percent increases. They are also offering electronics and universal recycling. The board requested a price for a pallet for big dump day.

**MOTION:** Moved by Hodulik, supported by Parker to contract with Republic Services for trash removal for three years.

**MOTION APPROVED**

Deputy Clerk and Secretary Positions – McDougall

McDougall will post ads in the Resorter and on the website for the positions. The deputy clerk must reside in Burt Township but the Secretary is not required to live here.

Zoning Administrator – Hodulik

The Board requested Larson to submit brief, monthly reports to the board and seek any training opportunities that would be beneficial to the position.

2017-2018 Meeting Dates – Koviak

**MOTION:** Moved by Hodulik, supported by Reimann approve the following meeting dates:

January 5, 2017 – 2:00 pm  
February – No Meeting  
March 2, 2017 – 2:00 pm  
April 6, 2017 - 1:30 pm - Public Hearing on Budget  
2:00 pm Board Meeting  
May 4, 2017 – 7:00 pm  
June 1, 2017 – 7:00 pm  
July 6, 2017 – 7:00 pm  
August 3, 2017 – 7:00 pm  
September 7, 2017 – 7:00 pm  
October 5, 2017 – 7:00 pm  
November 2, 2017 – 7:00 pm  
December 7, 2017 – 2:00 pm  
January 4, 2018 - 2 pm  
February – No Meeting  
March 1, 2018 – 2:00 pm

**APPROVED**

Jim Parker – Larson

Larson sent out letters to Jim Parker to clean up his properties – one for his business and the other for his house. To date, there has been no response. Larson was directed by the board to contact the township attorney to take action.

## **Committee Reports**

### Burt Lake Trail – Hodulik

The DNR Trust Fund approved a grant for \$295,000. The MDOT TAP grant committee met December 12, 2016, but the Trail Committee will not be informed of their decision until the end of January. Next Trail meeting is January 23.

### Planning Commission – Hodulik

The Planning Commission met on December 12, 2016. Discussion on the vegetation strip was tabled. Other topics discussed were fireworks, signs and marijuana dispensaries, and rentals as commercial businesses. The Recreation Plan must be redone this year.

### ZBA - Koviak

The ZBA met on December 7, 2016. An 8.6 foot construction setback variance was approved for Ken Parrish, and a change in the layout of the private shared access site dock system was approved for Beauwood Association beginning with the 2017 boating season. The request for a private shared access was tabled for PA Miller subdivision.

### Zoning Administrator Report - Larson

24 zoning permits were issued in 2016. So far this year there has been one request for a pole barn and a request from an individual who wants a second set of stairs to the lake.

### Supervisor Report – Koviak

The MTA Conference will be held April 10-13 in Lansing. Registration is underway. Tony Matelski is the new chair of the board of commissioners and Chris Brown is the vice chair. They will be looking at the county zoning and planning program.

### **Public Comment** – None

Next meeting is March 2, 2017 at 2:00 pm.

**MOTION:** Moved by Hodulik, supported by Reimann to adjourn.

**MOTION APPROVED**

Adjourned at 3:09 pm.

Respectfully submitted,

Donna McDougall, Clerk