

**Special Meeting of the Burt Township Board**  
**Wednesday, July 27, 2022**  
**Community Center, 1:00 PM**

DRAFT

**Attendance:** Sheri Shafer, Lori McShane, Lou Lundquist, Deb Lundquist, and Tara Dongvillo

**Agenda:** Motion by McShane, second by Dongvillo, to approve the agenda with the addition of Hammersley correspondence and Harbor Master under new business item A&B. 5 ayes.

**Public Comments:** none

**Unfinished Business:**

**Employee Policy Review:** Our current employee policies were last updated in 2012, with a small addendum added in 2020. The complete policies were reviewed and some changes were suggested with regard to employee pay when working a holiday, vacation/sick time, paid holiday list, and progressive discipline forms. A revised policy package will be put together and presented to the board for review and approval. We also need to revise the Board and Administrative policies to be consistent with the new employee policies.

**2022/23 Fiscal Year first quarter budget review:** 2022/23 budget with activity through July 1, was reviewed and two amendments suggested in the 101 (general fund) salary and wages, general and administrative and planning and zoning. The 508 (park fund) needed amendments under the septic pump outs as well due to the problems we are having with the drain field.

**Superior Paving Quotes:** Motion by Shafer, second by Deb Lundquist, to approve the quotes from Superior Paving as follows: \$63,100 for repaving the park roads, \$34,100 for repaving one of the tennis courts at the park, and \$27,900 for paving the driveway at the Ridge Rd. water facility. 4 ayes, 1 nay (McShane)

**New Business:**

**Hammersley correspondence:** Email from Chris Hammersley regarding his property on Ames Lake Rd. dated July 25, 2022. He is asking the board to accept his late registration for a short-term rental permit due to his lack of knowledge of the ordinance and the moratorium. He is a seasonal resident and was unaware of the township restrictions on the short-term rentals. Mr. Hammersley has also submitted a conditional use permit to the planning commission to operate a campground on the same property as his rental cabin. The public hearing is scheduled for July 28, 2022. Board agreed to table the decision on the short-term rental until the planning commission decision had been made after the public hearing.

**Harbor Master:** Motion by Lou Lundquist, second by Shafer to hire Richard Williamson as the new Harbor Master.

5 ayes.

**Other:** Reminder of speed limit and insurance presentation at the August 9<sup>th</sup> regular meeting and discussion of the law enforcement millage on the August 2 primary ballot.

**Public Comment:**

**Adjournment:** 5:10 PM

Respectfully submitted July 29, 2022

Lori McShane, Clerk