

Regular Meeting of the Burt Township Board
Tuesday, July 8, 2025 -- Community Center - 6:00 PM

AMENDED
APPROVED

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

Public Comments: Bob Stocking asked about the police logs and why they have been missing from the last two meetings.

Agenda: Motion by McShane, second by Williams to approve agenda with the following changes: Add CUPPAD contract under planning commission, introduce Bob Lindbeck from the ACRC under the transient merchant ordinance, and add Fish cleaning station issues under new business item D. 5 ayes.

Correspondence: Nothing read into correspondence – just a recap of the four letters that had been distributed to the board for review - Thank you note from the beautification committee, Letter from Sandee Fisher, Letter from the Turton's regarding wind power and the new zoning ordinance, and a letter regarding the proposed campground and the IBZ zone.

Approve Minutes: Motion by McShane, second by Williams, to approve the minutes from the June 10th regular meeting 5 ayes.

Department and Committee Reports: Reports were available from the Assessor, DPW & Water, Fire, Library, and Woodland Park.

Appointments/Resignations: none

Supervisor Report: Thanks to the chamber for a great 4th of July celebrations and the fireworks were wonderful. Also want to thank the township employees for their contribution and clean up. The recreation plan survey was sent out with the taxes, please fill it out and return to the township and help us get the new recreation plan completed. Alger Delta has offered to contribute to the upgrade to the community center. Still tossing around ideas for the old coast guard boat dock. The septic system at the park is having issues. Recycling tomorrow.

Treasurer's report and Approval of Bills: Treasurer's report – (\$1,381,479.57) Tim Jenkins asked about Firemen's Accident insurance, legal invoices, and debit card account. Treasurer Secrest mentioned that the new account for the fitness center is open and we will make quarterly transfers as well as all donations will go to this account. Motion by McShane second by Williams to accept treasurer's report and approve the bills for payment (\$89,049.65). 5 ayes.

Unfinished Business:

Planning Commission: Next meeting of the planning commission is July 15th. They will be discussing the latest revisions to the zoning ordinance as well as the recreation plan. Motion by McShane, second by Williams to approve entering into a contract with CUPPAD and authorize Jon Babbitt to sign, for a total cost of \$3,200, to assist the planning commission with updating the recreation plan. 5 ayes.

Transient Merchant Ordinance review: Bob Lindbeck from the ACRC was present to discuss his request the County direction that food trucks do not operate on the county road right of way, as well as the upcoming road millage and five-year plan. Discussion of placing a stop sign on the school forest road detour as it meets Deer Lane, as well as a yield sign at the coast guard point/Lake Street intersection.

We had five letters to be read in favor of leaving the food truck in its current location. Discussion regarding the master plan and its direction to remove food trucks from bay hill, and how we should follow the master plan. Motion by Jenkins, second by Paul Williams, to not allow any transient merchants in Burt Township – unless they are on private commercially zoned property. 3 ayes, 2 nays (Secrest, McShane)

Parking on Bay Hill – elimination plan: The master plan clearly states there should be no parking on the bay hill. This takes away from the view of our bay. Board discussion determines ~~that this cannot be done~~ that this is difficult but still needs to be resolved.

Mobi mat and deck alterations: Supervisor Babbitt is waiting for the bids to come in – they are due July 11, 2025.

Beach Bathhouse: Park manager reports there is a problem with the drainage at this bathhouse. He has contacted a plumber to come trouble shoot. Looking to get bids to have the stairs redone next summer.

School Forest signage – Rupel letter: Supervisor is in discussion with the school to have these signs made – hope to get them out in the forest this winter.

Old Coast Guard Boat Dock Property: Board needs to evaluate current condition of the property with the history of erosion and decide how we will move forward. DPW has put up a fence to deter people from being out on the cement slab that seems to be undermined. Need to work with the government to extend the terms of our Federal Lands to parks grant. Board decided to assign a deadline of August to have some information on this.

Alleyways: Motion by Babbitt, second by Jenkins, to accept the proposal from Coleman engineering to research/investigate and produce a map of the alleyways in Burt Township for a cost of \$800. 5 ayes.

Affordable Housing Project: Supervisor Babbitt still working with the treasurer from the county. More information to follow.

Army Corp Lease – Coast Guard Point property: Lease was reviewed by our township attorney Tinti. Motion by Babbitt, second by Jenkins, to authorize Supervisor Babbitt to sign the lease with the Army Corp of Engineers for the use of the coast guard point property at no charge for the next 25 years. 5 ayes.

New Business:

Woodland Park Septic: One of the drain fields on the east end of the campground is failing. We have had the LMAS health inspector out as we dug up sections for investigation. We have enlisted the help of Chris Holmes from UPEA and received prints of the current configuration and have gathered data regarding the water usage as we have Tri County come in and pump the tanks often throughout the holiday weekend. We will need to replace this drain field before next season and should plan on replacing the other drain field as well as both were put in use at the same time (about 1994). Waiting for more information from both the health department and the engineer so we can go out for bid for this project.

UPEA quote for the Harbor Plan: We have an estimate from UPEA to complete the Harbor plan and assist with grant applications for a total of \$60,000. Board discussed and decided to table this until after the next budget review meeting to see where it fits in.

Electrical upgrade pole barn: Scheduling an electrician to come review the electrical updates needed to restore the electrical to the same levels as before our renovations. Will revisit once we get an estimate.

Fish Cleaning station: The motor in the fish cleaning station seized up. Quote from Paul's Plumbing to replace is \$8,090. They will then take the bad one and rebuild it for \$3,900 and then we will have that one as a spare. Will get an official quote from Paul's Plumbing and address at the budget review meeting.

Other: Scheduled special board meeting for first quarter FY 2025/26 budget review – Thursday, July 10th at 6:00 PM. Katie Mead has paid for a bench in the greenspace to be dedicated to her late husband Robert. She is asking for board permission to add a free-standing sign/historical marker with a poem. Board had no objections.

Public Comment: none

Board Comment: Tim Jenkins asked when the last time we had another insurance company review our coverage and offer an estimate. Clerk McShane advised that it was in 2017. Trustee Jenkins also asked for follow up on the ESTA sick plan training and we will have a employee policy update for August meeting. Trustee Jenkins also represents the community on the Alger Delta board and gave a brief recap of the annual meeting that was held recently.

Adjournment: 7:50 PM

Respectfully submitted July 18, 2025
Revised copy filed August 25, 2025

Lori McShane, Clerk