

Regular Meeting of the Burt Township Board
Tuesday, September 9, 2025 -- Community Center - 6:00 PM

DRAFT

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

Public Comments: Ms. Spence from Sandy Lane spoke to the board about the condition of the road and asked the board to consider including Sandy Lane in the next four-year plan for road improvements, to remove from the seasonal status and make it a year-round road. The neighborhood out there has grown and more tax paying citizens are living out there and need year-round access especially for emergency services. Long time camper urged the board to reconsider going with all reservations next year. Bill Egerer reminded us all about the savewestbay.com web page and mentioned that there is a lot of new information out there. Sandra Fisher spoke about the library and the need to get it cleaned up. Mona Saheb asked about the township plans for the alleyways and problems with neighbors' encroachment. Cathy Egerer reminded everyone that the Wine Tasting and Art Auction would be taking place on Saturday, September 13th.

Agenda: Motion by McShane, second by Babbitt to approve agenda with the following changes: Add correspondence from the Gae Wood, and Sandra Fisher and remove Woodland Park policies from new business item C. 5 ayes

Correspondence: Confirmed the board received the letter from Sandra Fisher regarding the Library. Supervisor Babbitt is working on it. Thank you letter from Historical Society. Letter from Gae Wood regarding the ATV's and camping on the beach at the north end of Cemetery Rd., she is asking the board to erect signs to discourage this. Supervisor Babbitt mentioned that the coordinators of the Rock and Mineral show called to compliment Park manager Jack Cusumano and his staff for the wonderful cooperation and hard work at this year's show.

Approve Minutes: Motion by Williams, second by Jenkins, to approve the minutes from the August 12th regular meeting 5 ayes.

Department and Committee Reports: Reports were available from the Assessor, DPW & Water, Fire, Library, and Woodland Park. Trustee Jenkins asked the park manager about the status of the Bathhouse on the beach. Jack is still waiting to hear from the contractor with quotes. He also asked about the reduction of first come first serve numbers compared to last year. Trustee Jenkins inquired about the use of the airport, if we had a log, airport manager Dobberstein responded that we have had about three pilots sign in, but sometimes they don't sign the log. We really do not know how much it is used. He suggests a cost analysis of the airport. Additional discussion regarding the water department included confirming we charge a turn on/turn off fee of \$30.00, and the water quality report is always a year behind.

Appointments/Resignations: none

Supervisor Report: Some of the projects I am working on . . . met with Sheriff Brock to work out a new contract. The marina project is complete and we hope to continue with improvements next year. We have received all of the job descriptions for board review. The Lowder Rd project looks great. Our ambulance radio is out of service and the new one is on order, but for the time being they are operating with handhelds.

Treasurer's report and Approval of Bills: Treasurer's report – (\$1,023,215.18). Motion by McShane second by Babbitt to accept treasurer's report and approve the bills for payment (\$116,092.79). 5 ayes Trustee Jenkins asked for clarification on the Manistique oil invoice regarding the generator, and the Tri County bill for the fish cleaning station pump out at \$600, and the UPEA invoices.

Unfinished Business:

Planning Commission: Next meeting of the planning commission is September 16th. They will be discussing the latest revisions to the zoning ordinance. Trustee Williams and Vice Chair Lowe report that they are very close to being ready to hand it over to the consultant for the final revisions. Vice Chairman Lowe asked for the planning commission to be supplied with copies of all the land use applications as they are approved. Trustee Williams spoke about the extra work done by the chairperson and the secretary of the planning commission and offered that maybe they should be compensated more.

Old Coast Guard Boat Dock Property: Still struggling to connect with the proper department since our previous contact retired to get direction on a possible extension of the original contract. This is still pending, and we hope to get information from the recreation plan survey to help guide us.

Woodland Park Septic: Ongoing work with the LMAS sanitarian and our engineer from UPEA to design the replacement drain field. Still on schedule to have a package to go out for bids before the end of month and commence construction at the end of the camping season. Discussion of replacing second drain field next season, and possibly creating another the following year.

Mobi Mat: The one bid received for the deck alterations included sales tax and should not have - the bid is for \$33,400 without sales tax. We need to send it out for bids again soon if we plan on completing this construction next year. Contractors are booking now for next summer completion.

Transient Merchant Ordinance: Board has been discussing a revised Transient Merchant Ordinance for the last six months. Supervisor Babbitt and Trustee Jenkins will meet and make final revisions to present to the board for approval.

Employee Policies/job descriptions/employee harassment claim: Board would like additional time for review of the job descriptions. Special meeting scheduled for September 25, 2025 at 5:00 PM. Motion by Secrest, second by Williams, to approve the ESTA employee policy (Michigan Sick Time Act) and add to the Employee policies effective immediately. 5 ayes. Board discussed the proposed employee to employee complaint procedure to be discussed further at the special meeting. Also talked about including the planning commission members in these policies, as well as the township board and administrative policies. Motion by McShane, second by Secrest, the entire employee harassment claim file will be forwarded to our attorney for review, with Supervisor Babbitt and Treasurer Secrest to be present on the phone call. 5 ayes.

Guide Star quotes: Motion by Secrest, second by Williams, to approve the quote from Guide Star to transition our email to a .gov, providing a larger storage, better spam protection and better presentation, for a one-time cost of \$6,684.57, with a \$1,754 yearly fee going forward. 5 ayes. Motion by McShane, second by Babbitt, to approve the Guide Star quote for upgrading the township computers to Windows 11 as Windows 10 will no longer be supported, for a cost of \$1,830.00. 5 ayes. Motion by Secrest, second by Williams, to approve the Guide Star quote for the new ubiquity WIFI transmitter at a cost of \$1,970.00. 5 ayes.

Alger County – Law enforcement invoice: Motion by McShane, second by Babbitt to approve the invoice from Alger County Sheriff for the additional road patrol at \$6,282.00. 5 ayes.

L4029 – need approval: Motion by Williams, second by Secrest, to fill out the L4029 levying all of the millages to the maximum, except for the law enforcement, as that one should be at zero – not taxing the community for the law enforcement and not paying the sheriffs for extra road patrol that he has not been able to provide. 5 ayes.

New Business:

Short Term Rental ordinance/wait list procedures: Motion by McShane, second by Secrest, to specify the short-term rentals registration fees will be billed in December, and must be paid in full by January 1, with final notice for payment before March 31 or you will be notified by the board that you are no longer a registered short-term rental in Burt township and the next person on the waiting list will be allowed. 4 ayes, 1 nay (Jenkins) Motion by McShane, second by Secrest, to increase the registration fee from \$100 to \$250 per year. 3 ayes 2 nay.

Regular Meeting Schedule: Treasurer Secrest commented that next fiscal year she would like to change the meeting schedule to the third Tuesday of the month to allow for more time to have the bank reconciliations completed and all the bills to be in hand.

Alger County request for funding/Ambulance Radio: Motion by Babbitt, second by Williams, to approve the invoice split with the county to purchase a new radio for our ambulance at a total cost of \$8,762.78, with the township paying half (\$4,381.40) and the county paying the other half. 5 ayes.

Other: Board received an email on the day of the meeting from Bucket List Realty representative Krista Dudansky making an offer to the township to buy two beachfront lots at the end of Ellen Street currently owned by Dr. Khabir. Briefly discussed and clerk McShane mentioned that we had an EGLE site evaluation on the Ellen Street access as well as a survey she would forward to the board for their consideration. This item will be on the agenda at the October board meeting.

Public Comment: Briana Rupel spoke about the Short-Term Rental ordinance and how it was needed to regulate these rentals and supported the increase in registrations fees to possibly supplement the emergency services. Rick Mathews commented that the township did not need to purchase any more property and not invest any additional funds in the old coast guard boat dock. He also inquired about the fish cleaning station and the cost of operating it. Long term camper urged the board to keep some first come first serve campsites, as well as praising our ambulance service. David Turton also spoke in support of increasing the short-term rental registration fees. Chet Tavener made a point in favor of short-term rentals and the impact on the economy.

Board Comment: Trustee Jenkins mentioned the GIS update showing the alleyways throughout town. Trustee Jenkins also talked about the recent incident when a contractor hit a wire and knocked out the electricity for a couple of hours. He is on the Alger Delta board and it was discussed and he is reviewing the land use and building permits.

Adjournment: 8:30 PM

Respectfully submitted September 19, 2025

Lori McShane, Clerk