



ELK  
TOWNSHIP  
*Making life better!*

Elk Township - Lake County, Michigan  
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ELK TOWNSHIP  
REGULAR BOARD MEETING  
December 10, 2024

J. Mather, Supervisor, called the meeting to order @ 7:00pm

Moment of Silence

Pledge of Allegiance, led by J. Mather

Roll call, officials present: Jeff Mather, Supervisor; Karen Fickies, Clerk; Sandy Mather, Treasurer; Jack Hankiewicz, Trustee;

Joyce Durdel, Trustee

Citizens in attendance (8)

Agenda Revisions:

- None. J. Mather, motion to approve agenda as printed, J. Hankiewicz-seconded, motion carried 5-0-0

Minute's approval:

- S. Mather, correction on November 12, 2024 minutes, under New Business, OEO resignation, should read; He "is willing" to resume this position as Supervisor as additional non-statutory duties "with Board approval at the December meeting".
- J. Mather motion to approve November 12, 2024 Regular Meeting minutes as revised; K. Fickies-seconded; motion carried 5-0-0

Board Member Reports:

Supervisor-J. Mather

- New phone system is up and working
- Supervisor, Clerk, and Treasurer all have new updated desktop computers
- Current Web site needs updating. Obtained domain/website credentials from Jackpine in order to make updates to website and/or transfer address to new site
- Board "Rules of Engagement" developed by Michigan Township Association were reviewed

K. Fickies-Clerk

- Non-Periodicals: None
- Request to approve all funds bills paid in November 2024, J. Durdel-motion to approve all Fund reports as printed, S. Mather-seconded, motion carried 5-0-0
- Budget Amendment -\$800 from General Funds to 101-250-752 Office Supplies, K. Fickies-motion to. approve amendment, J. Mather-seconded, motion carried 5-0-0
- Budget Amendment-\$800 from General Funds to 101-567-866 Cemetery Grounds Maintenance, S. Mather-motion to approve amendment, J. Hankiewicz-seconded, motion carried 5-0-0
- Budget Amendment-\$100 from General Funds to 101-253-861 Treasurers Travel, Meals, S. Mather-motion to approve amendment, J. Hankiewicz-seconded, motion carried 5-0-0
- Budget Amendment-\$100 from General Funds to 101-253-910 Treasurers Education, K. Fickies-Motion to approve amendment, J. Durdel-seconded, motion carried 5-0-0
- Correspondence: Luther Library, Michigan Railroad Association newsletter
- Diana Venema has been appointed as Deputy Clerk

S Mather-Treasurer

- Treasurer's report for November, 2024. J. Mather-motion to accept Treasurer's report as printed, J. Durdel-seconded, motion carried 5-0-0

- Brandy. Myers has been appointed as Deputy Treasurer. She has agreed until a permanent Deputy can be found

J. Hankiewicz, Trustee

- Trees in Cemetery will be removed in the spring by Ronau Tree Services as per contract

J. Durdel, Trustee

- Thank you to all that voted for her and it is an honor to be a Trustee

Public Comments:

- Harry Mead, Thank you to Lou Fitz for his years of service

Dignitary Reports:

- County Commissioner- None
- Lake County Sheriff – None (report on file)
- SEED Fire Board-Gary Nugent report 19 runs (report on file). Joel Boyer is the new Fire Chief
- Road Commissioner – None
- Assessor- (report on file) the Board of Review met December 10, 2024. A new member was added, Audrey Taber
- Ordinance Enforcement Officer – No report
- Elk Township Lakes Liaison – more discussion under new business
- Emergency Management-No Report

Old Business:

- ARPA Funds, Reviewed the Project List
- ARPA Funds, received a quote from Positive Chimney for the Tuck point and cap on existing chimney in the amount of \$2,394.17. J. Mather-motion to authorize the Clerk to enter into contract with Positive Chimney for installing a chimney crown and tuck pointing the remaining brick as outlined in there estimate #1055515492. ARPA funds will be used for this service agreement which requires a 33% deposit for work that will be scheduled for their spring service calendar, J. Durdel-seconded, roll call vote, motion carried 5-0-0
- ARPA Funds, General discussion on the merits of the Elk Township Walking/Nature Trail, cost-benefit assessment. Phase 1 cost proposal discussion. J. Durdel reported on the project as prepared by Mason-Lake Conservation District. After lengthy discussion, J. Mather-motion to postpone investment in the nature trail until the board has evaluated a more detailed plan for the entire project. The plan will include a cost estimate for the entire project with an itemized breakdown of costs for each of the implementation phases including maintenance costs associated with the upkeep of the trail. The plan will include: 1) Cost of trailhead kiosk 2) Quantity and cost of educational signage 3) Installation cost for signage 4) Quantity and cost of soil preparation for new plantings 5) Quantity and cost of planting native trees and wildflowers 6) Methods and costs of protecting new plantings 7) Maintenance costs (e.g., watering, dead tree removal, trail surface, etc.) 8) List of volunteers who have given their commitment to participate 9) Grant opportunities that have been identified and applied for 10) Members of the community who pledged financial support. K. Fickies-seconded, roll call vote, S. Mather, yes; J. Hankiewicz, yes; K. Fickies, yes; J. Mather, yes; J. Durdel, no; motion carried 4-1-0
- ARPA Funds, discussion regarding usage of balance of funds available. Shed door and hall screen damage. J. Mather-motion to authorize the clerk to purchase from Home Depot a 64"x80" pre-hung primed steel replacement door for the small shed as advertised at \$1,428.00. The clerk is further authorized to spend up to \$1,000 for the delivery and installation of the door. Remaining ARPA funds will be used for the purchase of the door and related service. If additional funds are needed after ARPA is exhausted, the clerk is authorized to spend up to \$500 from the general fund, S. Mather-seconded, roll call vote, motion carried 5-0-0
- LCRC Road Brining map. The same roads to be brined as last year. J. Mather also requested that we have 2 quotes: Clerk will forward this onto the LCRC. J. Mather-motion for the Board to approve the 2025 Elk Township Brine Maps as outlined on the Road Commission maps presented at the Dec. 10, 2024 board meeting, K. Fickies-seconded, motion carried 5-0-0. As per LCRC, Walsh Court is part of the LCRC system for maintenance

New Business:

- Ordinance Enforcement Officer Supervisor additional non-statutory duties. J. Mather recused himself from the meeting. K. Fickies-motion to assign "Ordinance Enforcement" as additional non-statutory paid duties to the Elk Township Supervisor effective December 10, 2024. Services performed will be paid at the current board approved rate of \$25/hour, J. Durdel-seconded, roll call vote, J. Durdel, yes; K. Fickies, yes; S. Mather, abstain ; J. Hankiewicz, yes; J. Mather, recused. Motion carried 3-0-2

- Elk Township Lakes Liaison discussion about necessity to appoint Liaison for all SAD's and lakes. J. Mather-motion to appoint Craig Frazakerly to the volunteer position of Elk Township Lakes Liaison effective December 10, 2024, S. Mather-seconded, discussion regarding conflict with SAD organizations, motion carried 5-0-0

Public Comment:

- Dave Bass, thank you to the new board.
- Craig Frazakerly, reported that the Harper Lake is looking good and PLM reports show good results

Adjournment:

- S. Mather-motion to adjourn at 8:25pm, J. Mather-seconded, motion carried 5-0-0

Respectfully Submitted

Karen Fickies, Clerk  
December 10, 2024