



ELK  
TOWNSHIP  
*Making life better!*

Elk Township - Lake County, Michigan  
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ELK TOWNSHIP  
REGULAR BOARD MEETING  
February 11, 2025

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; Joyce Durdel, Trustee;

Jack Hankiewicz, 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:

- J. Mather-motion to approve January 14, 2025 Regular Meeting minutes as printed; J. Durdel-seconded; motion carried 5-0-0

Board Member Reports:

Supervisor-J. Mather

- Ordinance Enforcement Officer report, reported on 8 properties (report on file)
- Received letter regarding tax amounts
- Website development, reviewed proposed layout in progress
- Hall and Facility Lease Agreement. Reviewed amended agreement to coincide with Resolution from July 8, 2014. J. Mather-motion to approve the Elk Township Hall and Facility Lease Agreement as revised in the February 11, 2025 updated version of this agreement per the July 8, 2014 Elk Township Resolution for Use of the Elk Township Hall and Facilities; K. Fickies-seconded; motion carried 5-0-0
- Consent Agenda:

1. Clerk Report

- a. Bills paid in January, 2025
- b. Budget Amendments:
  1. \$3800 from General Fund to 101-257-701 Assessor Contract Labor
  2. \$250 from General Fund to 101-265-850 Telephones
  3. \$200 from General Fund to 101-448-920 Street Lights
  4. \$2100 from General Fund to 101-567-970 Cemetery Capital Outlay
  5. \$1000 from General Fund to 101-567-801 Cemetery Professional Services
- c. Correspondence – Mason Lake Conservation District Events

2. Treasurers Report with supporting documentation

J. Mather-motion to approve the Consent Agenda items in the Clerks Report, including periodicals, Bills Paid in January 2025, Budget Amendments as listed and described in the consent agenda, Correspondence, and the Treasurers report with supporting exhibits, K. Fickies-seconded; roll call vote; motion carried 5-0-0

K. Fickies-Clerk

- Hall Leases: LMWCC, 2/28/25 12-4pm; Harper Lake Association 2/15/25 Bd. Mtg. 3-5pm, 5-8pm Potluck; Frazakerly Party 2/22/25 12-5pm

- Elections for 2025, May- Manistee ISD (for KND voters); November-Westshore Community College (for Baldwin voters)
- ARPA Funds have been either expended or under contract to be completed this spring.

#### S Mather-Treasurer

- 11 Month CD has matured on February 11, 2025. The current interest rate for a 7 Month CD is 4%. J. Mather-motion to rollover the full account balance of the Elk Township Certificate of Deposit account #100001522 which matured on 2/11/25 to a 7-month CD at Lake-Osceola State Bank at 4%, J. Hankiewicz-seconded, roll call vote, motion carried 5-0-0

#### J. Hankiewicz, Trustee

- No report
- Cemetery Liaison – Trees have been removed and trimmed.

#### J. Durdel, Trustee

- Had meeting with resident and the Sheriff regarding ORV traffic, etc.

#### Public Comments:

- Dave Bass commented about Ice Fishermen cutting through Cemetery to access Bluegill Lake.
- Lou Fitz commented about Property Tax Administration Fee

#### Dignitary Reports:

- County Commissioner- None
- Lake County Sheriff – None (report on file)
- SEEDD Fire Board-Gary Nugent report 15 runs (report on file).
- Road Commissioner – Don Divis, he will meet with supervisor regarding the River Rd. project and other projects
- Assessor- (report on file)
- Elk Township Lakes Liaison – Craig Frazakerly, BBL treatment plan will be between \$23,000 and \$29,000. Harper Lake Island had a fire over the summer leaving a scar on the island, NFS was contacted.
- Emergency Management-No Report
- Road Committee – J. Mather-motion to appoint Craig Frazakerly to the volunteer position of Chairman of the Elk Township Road Committee effective, February 11, 2025, S. Mather-seconded, motion carried 5-0-0

#### Old Business:

- Reviewed Income and Withholding Tax Classifications for Elk Township Employees as discussed with UHY Accounting. J. Mather-motion to approve the new policy entitled "Income and Withholding Tax Classification for Elk Township Employees" dated 2025-02-11, J. Durdel-seconded motion carried 5-0-0

#### New Business:

- Board of Review members appointment. J. Mather-motion to approve the appointment of the following board members for a 2-year term on the Elk Township, Lake County, MI Board of Review commencing on March 4, 2025. Shelly Myers, Board Chairperson, Cindy Comstock, Board Member, Audrey Taber, Board Member, Kim Nyson, Alternate Board Member, Joann Kucera, Alternate Board Member, K. Fickies-seconded, motion carried 5-0-0
- Property Tax Administration Fee review. J. Mather-motion to approve Elk Township Resolution 2025-03: approval of Property Tax Administration Fee, K. Fickies-seconded, discussion, roll call vote, Resolution approved 5-0-0
- Year to Date Income Statement Compared with Budget reviewed, no action
- 2025-2026 Proposed Budget reviewed, no action

#### Public Comment:

- Lou Fitz, regarding PTAF
- Judy Bass comment on process of motions

#### Adjournment:

- S. Mather-motion to adjourn at 8:59pm, K. Fickies-seconded, motion carried 5-0-0

Respectfully Submitted

Karen Fickies, Clerk  
February 11, 2025