

Fife Lake Township Monthly Board Meeting

August 28, 2025

134 Morgan St.; Fife Lake, MI 49633

231-879-3963

**Supervisor Lisa Radtke, Clerk Annie Allen, Treasurer Cathy Sorrow, Trustee Dawn Zimmerman, Trustee Jayme Werner**

*Meetings have audio/video recorded & available on YouTube@FifeLake Township*

1. Call to order by Supervisor Radtke at 6PM.
2. Pledge of Allegiance was recited.
3. Roll Call: Sorrow, Allen, Radtke, Zimmerman, Werner present.
4. Approval of the agenda

**Zimmerman made a motion to approve the agenda as presented. Werner seconded. No Discussion. Motion carried unanimously, voice vote.**

5. Special Order of Business: None.
6. Conflict of Interest: None.
7. Citizen Comment: None.
8. Consent Calendar (8a-8e)
  - a. Minutes: 7/28/2025 & 8/6/2025
  - b. Correspondence
  - c. Transfers & Budget Amendments
  - d. Financial Reports
  - e. Written Reports

**Sorrow made a motion to approve the consent calendar as presented. Werner seconded. Discussion: Clerk Allen wanted everyone to know she updated the draft meeting minutes date to August 6, 2025, the corrected version was presented in the consent calendar. Roll Call: Allen- Yes, Radtke- Yes, Zimmerman- Yes, Werner- Yes, Sorrow- Yes. Motion carried. 5-0.**

9. Bills to pay: Clerk Allen reviewed the bills to pay report at the table. Updates were made from the July board meeting with the board recommendations of added columns. Board members asked questions, and discussion was had at the table. The board asked that the budget to actual report be presented at each board meeting and add GL#'s to the check register report.

**Werner made a motion to pay the bills on the most updated report presented at the board meeting. Sorrow seconded. No discussion. Roll Call: Radtke- Yes, Werner- Yes, Zimmerman- Yes, Sorrow- Yes, Allen- Yes. Motion carried. 5-0.**

10. Any items removed from the Consent Calendar: None.

11. Reports besides what is in written reports

- a. Commissioners Darryl Nelson: Absent.
  - i. Joe Underwood from Grand Traverse Road Commission attended. He provided an update on county and township road commission projects.
- b. CPO Chris Whetstone: Absent
- c. Planning Report: Dawn Zimmerman: Held a meeting on August 12, 4 out of 7 commissioners were present. 2025-2026 budget was approved and continued master plan discussion. Next meeting will be September 23, 2025, with a public hearing.
- d. Chamber & Library: Deb McCool: Absent.
  - i. Scarecrow Fest is October 11, 2025.
- e. Village: Jayme Werner: DPW continues to work on clean up. They are working on updating their computer system.
- f. Zoning: Lisa Radtke: Provided an update on current applications, inspections, and land divisions she is working through in the zoning department.

12. New Business

- a. Milfoil decisions to treat or not: There was a Milfoil meeting on August 27, 2025. In summary, more information is needed before a decision is made to treat this fall. Local residents observed a large amount of weeds that washed up on shore this year that didn't appear to be Milfoil. The weed was not identified during the meeting. The committee recommended that we move forward and apply for a grant for a lake assessment and a local Pierce Street landowner is willing to assist and write the grant. He will also include a drone study in the grant request. It was also discussed that there would be 2 standing committee meetings a year, May & August annually. This will allow them to assess and make decisions on treating the lake. There will be a page added to our website to include all the documents uploaded on the EGLE site that has been provided from our current lake treatment provider. Resident, Deb Newell, will be summarizing these documents and providing a summary.

- b. Lighting invoices from Village: The board needs more time to review the information provided from the Fife Lake Village. This topic will be discussed at the September 2025 board meeting.
- c. APEX program for Assessor: Assessor notified the board that when the Fife Lake Township moved to BS & A Cloud her current sketch program isn't supported. She needs to upgrade her APEX program, which is compatible with the BS & A Cloud. The initial cost is \$655 and an annual fee of \$260. We are the only township the assessor works with on BS & A Cloud, so we are responsible for the full cost, compared to currently the software costs were built into the contract and shared.

**Sorrow made a motion to purchase the APEX software for the Assessor. Werner seconded. Roll call: Zimmerman- Yes, Werner- Yes, Sorrow- Yes, Allen- Yes, Radtke- Yes. Motion carried. 5-0.**

- d. Event Ordinance: The Fife Lake Township doesn't currently have an event ordinance. Supervisor Radtke has put together a draft event ordinance and is looking for feedback.

#### 13. Old Business

- a. Strategic Planning and Public Hearing on Master Plan Date: Open house is being planned for Saturday, October 4, 2025, from 10AM – 2PM. Supervisor Radtke to put together a mini newsletter to notify citizens.
- b. Bookkeeping Cleanup & BS & A Update & Banking Update: Expecting a response from the auditor. Supervisor Radtke to send a letter to BS & A.
- c. Election Update: Draft ballots were approved and communicated with the county. Dar & Dawn Zimmerman expressed their concern about how to receive their absentee ballots, since they will be traveling. Clerk Allen to work with the Zimmerman's once the AV ballots are ready to be mailed out.
- d. Township relocation/Pugsley Update: Fife Lake Township received the \$2 Million redevelopment grant. Now, we are looking for someone to purchase or find a grant to purchase the property. We will have to relinquish the money if we don't purchase the property within 1 year, unless we can show progress. Supervisor Radtke to reach out to the tribe for potential options of working with the township on redevelopment plans.
- e. MIO Asset Champion Scholarship/technical assistance app: Supervisor Radtke received a scholarship to be part of the Michigan Infrastructure Office Asset Champion; this includes courses and passing a test and then

she will qualify for other possibilities for infrastructure. This has potential to open doors for other grants. A meeting with the USDA will also be scheduled to see if there is any help finding available funding.

14. Possible Closed Session: N/A

15. Citizen Comment:

- a. Mary Ellen Dilley; E. Sparling Rd., Fife Lake: Pleasure to attend a professionally ran meeting. She would also like to ask the board to buy Mrs. Radtke a new name plate. Radtke set up a business Amazon account. Werner to purchase new name plates for the board.

16. Any action items from closed session: N/A

17. Other Business:

- a. Lot 82: No update
- b. Headquarters Dam Study update: Supervisor Radtke to FOIA the State because the DNR has not responded to repeated requests. She has tried to reach out to others with no response.
- c. Roundabout Beautification Follow-up: Dan Wagner is on vacation. Supervisor Radtke to reach out to him when he returns to discuss.

18. Board Member Updates/Comments:

- a. Deputy Rodriguez will be returning on Thursday, September 4<sup>th</sup>. Her son is doing very well. She misses everyone very much and is looking forward to returning.
- b. Clerk Allen asked to reschedule the October 23<sup>rd</sup> board meeting. It was agreed that the board meeting will be moved to Tuesday, October 30<sup>th</sup> at 6:00PM.
- c. Trustee Werner is unavailable for the September 25, 2025, board meeting.
- d. Trustee Zimmerman will be absent from Fife Lake Township Board meetings September & October 2025 due to personal travel. Her request is to get our meetings live streamed on YouTube. Supervisor Radtke reminded the board that our system does not easily stream unless we upgrade our equipment, so it would be time consuming for someone to do this. The board has limited time to do extras at this time, so we will do our best to stream future meetings. Trustee Zimmerman will also be absent from the January, February, and March 2026 meetings. She will continue to get her salary but will not get the meeting stipend. Supervisor Radtke expressed the concern from a citizen's perspective of being gone 5 out of 12 months for personal travel and still receiving pay. Dawn is asking to

stay informed, and she will get ahold of someone on the board if she has questions. We can call her at any time.

19. Adjournment:

**Sorrow made a motion to adjourn the meeting at 7:25PM. Werner seconded. No Discussion. Motion carried unanimously, voice vote.**

Respectfully submitted,

Annie Allen

*Annie Allen*

Fife Lake Township Clerk