

Fife Lake Township Monthly Board Meeting

October 30, 2025 at 6PM

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, all present.
4. Approval of the agenda:

Werner made a motion to approve the agenda with the edits of: removing public hearing & updating Zimmerman under Planning Report. Allen seconded. No discussion. Motion carried unanimously, voice vote.

5. Special Order of Business: None.
6. Conflict of Interest: Skipped at the meeting. Was not addressed.
7. Citizen Comment: None.
8. Consent Calendar (8a-8e)
 - a. Minutes: 9/24/2025
 - b. Correspondence
 - c. Transfers & Budget Amendments
 - d. Financial Reports
 - e. Written Reports

Sorrow made a motion to approve the consent calendar with removing the 9/24/2025 minutes. Radtke seconded. No discussion. Roll call: Allen- Yes, Radtke- Yes, Zimmerman- Yes, Sorrow- Yes, Werner- Yes. Motion carried. 5-0.

9. Bills to pay: No questions to reports presented at the board table.

Werner made a motion to approve paying the bills. Zimmerman 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: 9/24/2025 minutes removed from consent calendar. It was determined at the board table that page 2 was out of order in the pre-read. The board was presented the draft meeting minutes with all the pages.

Zimmerman made a motion to approve the 9/24/2025 board meeting minutes. Sorrow seconded. No discussion. Voice vote.

11. Reports besides what is in written reports

- a. Commissioners Darryl Nelson: Absent
- b. CPO Chris Whetstone: Provided an update regarding police enforcement in the township over the past month. The main issues include: a fatality on US131, speeding continues to be a problem on US131, from the express way to the 55 MPH zone, and they are addressing this issue. The township had a fire that is currently being investigated, traffic citations for no insurance, no plates, and restricted driver's license. Back up batteries have been updated in the solar signs. Chris will be proposing in the springtime to place more solar signs in the township. Property check slips continue to come in.
- c. Planning Report- Dawn Zimmerman: Zimmerman didn't attend the last planning commission meeting. The next planning commission meeting is November 11, 2025, and is a public hearing for an Accessory Dwelling Unit (ADU) request.
- d. Chamber & Library- Deb McCool: Absent
- e. Village- Jayme Werner: Working on fall clean-up, IT complications, so they have new e-mail addresses, which are all have been updated on their website, Fife Lake Village President resigned, and they are currently accepting applications to complete the current term.
- f. Zoning- Lisa Radtke: Provided oral report along with written report.

12. New Business

- a. FLPL Program Fee Request: Requesting \$3,000 for programing fees.

Werner made a motion to approve paying Fife Lake Public Library \$3,000 for programing. Sorrow seconded. No discussion. Roll call: Zimmerman- Yes, Werner- Yes, Sorrow- Yes, Allen- Yes, Radtke- Yes. Motion carried. 5-0.

- b. Assessor Contract: Dawn Kuhns is retiring, from AD Assessing. Jessi Plude is going to start up her own assessing business and provide us with a new contract. Supervisor Radtke & Treasurer Sorrow are going to start meeting with the assessor on a regular basis, and they will be meeting with Jessi Plude before the contract is presented to the board to ensure all details are in the contract.
- c. Stump removal invoice: Fife Lake Township hired NC Dirtworks to remove the stumps from the cemetery and along Morgan Street. The cost of removing the Fife Lake Village stump along the road-right-away on Morgan Street was \$1,250. The Fife Lake Township has already paid the bill, but it is being asked should the Township send the bill to the Village.

Radtke made a motion to send the NC Dirtworks bill to Fife Lake Village Council and ask them to pay half of the costs of the stump removal. Sorrow seconded. No discussion. Motion carried unanimously, voice vote.

- d. Intergovernmental agreement zoning: A zoning administrator from a different jurisdiction has asked Zoning Administrator Radtke from Fife Lake Township to enter into an Intergovernmental Agreement. Zoning Administrator's cannot issue their own zoning permits due to conflict of interest. Neither Zoning Administrator Radtke nor the Zoning Administrator from Clearwater Township have ties to the other's township. There will be no monetary exchange. This does not cover complaints, special use, variances. This only covers basic land use permits.

Sorrow made a motion to approve the Intergovernmental Agreement between Fife Lake Township and Clearwater Township. Werner seconded. No discussion. Roll call: Werner- Yes, Sorrow- Yes, Allen- Yes, Radtke- Yes, Zimmerman- Yes. Motion carried. 5-0.

- e. Newsletter deadline: Supervisor Radtke asked the board members to submit their newsletter message by November 10, 2025.

13. Old Business

- a. Cintas Contract: Table for January 2026 meeting.
- b. Schedule of Fees: Table for November 20, 2025 meeting. Supervisor Radtke would like the board to review the Schedule of Fees.
- c. Bookkeeping Clean-up & BS&A Update & Banking Update: Clerk Allen's one on one training has concluded with BS&A. It will take time to become more proficient and utilize their unlimited support line when issues come up. Treasurer Sorrow has gone through three people and also sent screen shots to prove her case that her numbers are wrong, so now her issues are with BS&A's IT group. The summer taxes continue to be messed up, and this all needs to be cleaned up before the Winter tax bills are sent out. All the issues seem to stem from the data conversion back in July. Richard continues to clean up our books and our audit will be starting very soon.
- d. Plan for FLAPC finances: Need to do a close out statement. Will present this statement at the Annual Joint meeting. This will be scheduled at a future date.
- e. Election update: The election is Tuesday, November 4th. Office hours are Saturday, November 1st. Clerk Allen and Deputy Clerk Rodriguez will set up the room to save on labor expenses. The Election workers have their schedule. The Qualified Voter File (QVF) system continues to stay up to date, all thanks to Deputy Clerk Rodriguiz. The Clerk's office received the Sunlight Award for always keeping the QVF up to date.
- f. Township relocation/Pugsley update: There is potential to apply for congregational funds at the federal level, once the Federal Government reopens. Supervisor Radtke continues to talk to legislators and the tribe to figure out options to purchase Pugsley.
- g. Lighting invoices from Village: In September, the Fife Lake Village billed the Fife Lake Township for roundabout lighting bills from 2023, 2024, and 2025. Clerk Allen reviewed the invoices and noticed one of the accounts being billed had zero kWh used each month. This prompted us to investigate why there are two invoices for the roundabout. Treasurer Sorrow contacted Great Lakes Energy in Kalkaska and MDOT, and MDOT informed her that the invoice showing zero kWh is for the blinking

alert light to inform drivers north of the roundabout. In this process, MDOT discovered this is actually their meter, which Great Lakes Energy corrected in their system. However, MDOT informed Treasurer Sorrow that they will not go back and reimburse those prior electric invoices. Clerk Allen reviewed the bills provided from the Village and summarized all of the bills provided in an excel format. Trustee Werner spoke as the Village Clerk, and she has not received any communication from the Fife Lake Township Clerk's office to collaborate numbers. She hasn't had time to review the report and doesn't believe that the Township can make a proper decision. Township Clerk Allen and Village Clerk Werner will meet before the next Township board meeting to discuss the report and lighting invoices.

- h. Event Ordinance: Supervisor Radtke is still taking recommendations on the Event Ordinance. Supervisor Radtke and Trustee Zimmerman will work on this ordinance, and other input would be appreciated.

14. Possible Closed Session: N/A

15. Citizen Comment:

- a. Mary Borbolla; Walton Rd.; Fife Lake Township: She had several questions regarding Pugsley. Supervisor Radtke informed Mary that citizen comment is not a back-and-forth conversation with the board. She can ask her questions and Supervisor Radtke will answer them in board comments. Mary's questions are: who owns Pugsley? Nothing has been said about the Township buying the property until we get the OK with the grant? What happens when we get the grants? If we get the grants, will the heating, water quality, etc. be checked by an inspector before buying the property? She would love to see the Fife Lake Township relocated to Pugsley.

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

17. Other Business:

- a. Lot 82: No update
- b. Headquarters Dam Study Update: Supervisor continues to reach out to legislators regarding the Dam. She learned that Michele Hoitenga owns property along the stream outlet of the Dam. Michelle, along with John Roth, are working to obtain the report from the DNA. Michele did confirm they plan to remove the Dam, but it was removed from the priority list due to budgeting. This is going to affect our lake levels, so this will continue to be high priority for the township. Supervisor Radtke has asked they keep the Township updated on their plans.
- c. Roundabout Beautification Follow-up: Supervisor Radtke is working with Dan Wagner on getting a permit to start a project in the spring of 2026.
- d. Audit update: This was discussed under the BS&A update.

18. Board member updates/comments

- a. Invitation to MTA Dinner- November 6, 2025, in the evening and GT County Time of Transfer Roundtable (regarding the updated GT County septic regulations effective 1/1/26)- November 6, 2025 at 2PM.

- b. Citizen comments answer: The Tribe owns Pugsley. Supervisor Radtke has access to all the redevelopment documents that pertain to Pugsley. She explained the water system currently at Pugsley. There has been an Environmental I & II inspection completed along with an energy assessment completed, which are available to us. We did receive a \$2MM grant money to redevelop the property, however, we have not received these funds. Supervisor Radtke continues to follow up on the grant funds. We are still looking for grant money to purchase the property.
- c. Supervisor Radtke will send out proposed date and times for a Joint Meeting.

19. Adjournment

Zimmerman made a motion to adjourn at 7:24PM. Werner seconded. No discussion. Motion carried unanimously, voice vote.

Respectfully submitted,

Annie Allen

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Fife Lake Township Clerk