

**CHARTER TOWNSHIP OF FILER  
MANISTEE COUNTY, MI**

**NOTICE OF REGULAR PUBLIC MEETING TO BE HELD ELECTRONICALLY**

**WHO: CHARTER TOWNSHIP OF FILER BOARD OF TRUSTEES**

**WHERE: ELECTRONICALLY, BY TELEPHONE CALL IN**

**WHEN: OCTOBER 6, 2020 AT 6:00 P.M. EST**

**WHY: THE PURPOSE OF THIS MEETING IS TO CONDUCT REGULAR TOWNSHIP BUSINESS.**

**THIS MEETING IS BEING HELD ELECTRONICALLY IN ORDER TO PREVENT THE SPREAD OF THE CORONAVIRUS, MAINTAIN SOCIAL DISTANCING, AND TO COMPLY WITH THE EMERGENCY EXECUTIVE ORDERS OF GOVERNOR WHITMER.**

**PROCEDURE: MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING BY CALLING IN AT THE TIME OF THE MEETING TO THE FOLLOWING NUMBER:**

CALL IN NUMBER: 1-877-594-8353

**AT THE PROMPT, ENTER THE PASSCODE: 6175489  
ENTER THE POUND KEY (#) AFTER ENTERING THE PASSCODE.**

**QUESTIONS: MEMBERS OF THE PUBLIC MAY CONTACT MEMBERS OF THE TOWNSHIP BOARD TO PROVIDE INPUT OR TO ASK QUESTIONS ABOUT ANY MATTER THAT WILL COME BEFORE THE TOWNSHIP BOARD AT THIS MEETING BY CONTACTING BOARD MEMBERS AT THE FOLLOWING NUMBERS OR EMAIL ADDRESSES:**

**TERRY WALKER, SUPERVISOR: 231-723-3138 ext. 3; [TWALKER@TWPHALL.COM](mailto:TWALKER@TWPHALL.COM)**

**SHIRLEY BALL, CLERK: 231-723-3138 ext. 4; [FILERCLERK@TWPHALL.COM](mailto:FILERCLERK@TWPHALL.COM)**

**OTHER BOARD MEMBERS MAY BE CONTACTED BY CALLING THE TOWNSHIP HALL 231-723-3138 AND LEAVING A MESSAGE OR EMAILING YOUR INPUT OR QUESTIONS TO TAMMI SCHIMKE, 231-723-3138, EXTENSION 2 OR [FILERTOWNSHIP@TWPHALL.COM](mailto:FILERTOWNSHIP@TWPHALL.COM). MESSAGES AND EMAILS ARE MONITORED AND WILL BE FORWARDED TO BOARD MEMBERS AS APPROPRIATE.**

**PERSONS WITH DISABILITIES WHO WISH TO PARTICIPATE IN THE MEETING SHOULD CONTACT CLERK SHIRLEY BALL AT THE NUMBER ABOVE TO MAKE SPECIAL ARRANGEMENTS.**

**THIS NOTICE IS GIVEN PURSUANT TO EXECUTIVE ORDER 2020-48.**

CHARTER TOWNSHIP OF FILER  
**BOARD OF TRUSTEES REGULAR MEETING HELD ELECTRONICALLY**

Filer Township Hall  
2505 Filer City Rd., Manistee, Michigan 49660  
**Tuesday, October 6, 2020**

**AGENDA**

Public comment on agenda items may be solicited during scheduled discussion. Agenda time may begin prior to the scheduled hour if items are completed in less time than allotted. In the interest of time public comment may be limited to once per issue per speaker not to exceed three (3) minutes. If a group of people wish to be heard on one subject, a spokesperson may be requested.

6:00 p.m. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**CONSIDERATION OF APPROVAL OF MEETING AGENDA**

**CONSIDERATION OF APPROVAL OF CONSENT AGENDA**

The following items are considered routine action. If any member of the board wishes to discuss an item on the consent agenda, it will be removed from the consent agenda and considered separately.

- A. Minutes of the Regular Board Meeting held September 1, 2020 held electronically
- B. Financial Report
- C. Approval of the Township General Fund expenditures (including Fire Dept.)
  - Checks #37960 through #38027
  - Accounts Payable \$78,057.01
  - Payroll \$15,260.12
  - Total \$93,317.13
- D. Approval of Water Department Expenditures checks #2765 through #2774. Total: \$27,657.82
- E. Approval of Sewer Operating Expenditures checks #1098 and #1099. Total: \$140.99
- F. Approval of monthly ACH payments to State of Michigan and IRS in the amount of \$3,650.51
- G. Appointment of Patty Preuss to the Downtown Development Authority for a 1-year term ending December 31, 2021. (One Application/One Vacancy)
- H. Approval of board members to attend the MTA "Off the Road" regional meeting to be held virtually on October 14, 2020 at a total cost of \$348.

**PRESENTATIONS**

- A. Tamara Buswinka, DDA Director Sign Project Presentation

**COMMUNICATION & ANNOUNCEMENTS**

- A. Final Master Plan
- B. Short Term Rental Correspondence

**PUBLIC COMMENT**

**DEPARTMENT AND COMMITTEE REPORTS** - Reports may be given at any time during the meeting as time allows. (\*\*Items Requiring Action or Reporting) (\*Committee Meetings Held and/or Reports Submitted)

- A. \*Operations Services
- B. \*Office of the Zoning Administrator
- C. \*Downtown Development Authority
- E. \*Planning Commission
- F. Building and Grounds Committee
- G. \*Fire Department

- H. Personnel Committee
- I. PEG
- J. Elections Commission
- K. Board of Review
- L. Zoning Board of Appeals
- M. Develop Filer Ad Hoc Committee

**NEW BUSINESS**

- A. Consideration of approval of \$8,055 to Amor Signs towards the “Welcome To The Charter Township Of Filer” Sign and \$25,000 paid by the Filer Township Downtown Development Authority.
- B. Consideration of approval of no more than \$10,000 for a generator for the Red Apple Water Tower.

**PUBLIC COMMENT**

**ANY OTHER BUSINESS TO COME BEFORE THE BOARD**

8:00 p.m.      **ADJOURN**

**DRAFT**

CHARTER TOWNSHIP OF FILER  
2505 FILER CITY ROAD  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
September 1, 2020 HELD ELECTRONICALLY

Present: Terry Walker, Shirley Ball, Tom Stege, Dean Kruse, Dale Kolanowski, Tom Chycinski, Brian Krus

Absent: None

Also Present: Richard Wilson, Township Attorney

Meeting was called to order by Supervisor Walker at 6:00 p.m.

Motion by Kolanowski, seconded by Kruse to approve the presented meeting agenda with the addition of New Business Item "E" Consideration of Approval of a Budget Amendment to transfer \$3,000.00 from the Fund Balance of the General Fund to the Fire Hall Bond Fund. Roll Call Vote: Kolanowski-yes, Stege-yes, Chycinski-yes, Walker-yes, Kruse-yes, Krus-yes, Ball-yes. 7 Yeas, 0 Nays. M/C

Motion by Kruse, seconded by Chycinski to approve the consent agenda as presented. Roll Call Vote: Ball-yes, Kruse-yes, Chycinski-yes, Kolanowski-yes, Stege-yes, Walker-yes, Krus-yes. 7 Yeas, 0 Nays. M/C

Public Comment:

Rolf Wucherer, Manistee County Commissioner Candidate, introduced himself.

New Business:

Motion by Stege, seconded by Kruse to approve the presented Cross Connection Control Program for the Charter Township of Filer. Roll Call Vote: Chycinski-yes, Ball-yes, Krus-yes, Kolanowski-yes, Walker-yes, Kruse-yes, Stege-yes. 7 Yeas, 0 Nays. M/C

Motion by Kolanowski, seconded by Kruse to approve adoption of an ORDINANCE TO AMEND CHAPTER 21 – PUBLIC WATER SUPPLY OF THE CHARTER TOWNSHIP OF FILER CODE OF ORDINANCES BY UPDATING CERTAIN CROSS REFERENCES, ADDING PROVISIONS REGARDING BACKFLOW PREVENTERS AND ADDING PENALTIES FOR VIOLATION, AND TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH. Roll call vote: Walker-yes, Kolanowski-yes, Ball-yes, Chycinski-yes, Krus-yes, Stege-yes, Kruse-yes. 7 Yeas, 0 Nays. M/C

Motion by Chycinski, seconded by Kruse to approve the estimate dated August 20, 2020 from Peterson's Well Drilling to fix the hand pump at Magoon Creek Park in the amount of \$1,972.46. Roll Call Vote: Walker-yes, Ball-yes, Kolanowski-yes, Chycinski-yes, Stege-yes, Krus-yes, Kruse-yes. 7 Yeas, 0 Nays. M/C

Motion by Kruse, seconded by Kolanowski to approve a Budget Amendment to transfer \$3,000.00 from the Fund Balance of the General Fund to the Fire Hall Bond Fund. Roll Call Vote: Chycinski-yes, Kruse-yes, Kolanowski-yes, Stege-yes, Krus-yes, Ball-yes, Walker-yes. 7 Yeas, 0 Nays. M/C

Public Comment:

None offered at this time

Motion by Kruse, seconded by Kolanowski to adjourn the meeting. Roll Call Vote: Kolanowski-yes, Stege-yes, Chycinski-yes, Walker-yes, Kruse-yes, Krus-yes, Ball-yes. 7 Yeas, 0 Nays. M/C

Meeting adjourned at 6:58 p.m.

Submitted,

Shirley Ball  
Charter Township of Filer Clerk

# Check Register Report

1:13 PM

Filer Charter Township

| Check Number         | Vendor Number | Name                          | Date      | Bank/Acct Number | Amount           |
|----------------------|---------------|-------------------------------|-----------|------------------|------------------|
| 37960                | 58            | GREAT LAKES ENERGY            | 9/08/2020 | NAT 01           | 47.34            |
| 37961                | 476           | CHARTER COMMUNICATIONS        | 9/08/2020 | NAT 01           | 129.99           |
| 37962                | 702           | SPORTS INK SCREEN PRINTING &  | 9/08/2020 | NAT 01           | 57.96            |
| 37963                | 713           | FILER TWP FIRE HALL BOND FUNI | 9/08/2020 | NAT 01           | 3,000.00         |
| 37964                | 783           | ROBERT SKIERA                 | 9/08/2020 | NAT 01           | 40.83            |
| 37965                | 842           | BAIRD, COTTIER & BISHOP, PC   | 9/08/2020 | NAT 01           | 325.01           |
| 37966                | 908           | MIKA MEYERS BECKETT & JONES   | 9/08/2020 | NAT 01           | 5,372.66         |
| 37967                | 954           | PURE WATER WORKS              | 9/08/2020 | NAT 01           | 11.00            |
| 37968                | 978           | GREAT LAKES ASSESSING         | 9/08/2020 | NAT 01           | 2,416.66         |
| 37969                | 1043          | GIL-ROY'S HARDWARE 6761       | 9/08/2020 | NAT 01           | 126.84           |
| 37970                | 1048          | THOMAS STEGE                  | 9/08/2020 | NAT 01           | 52.90            |
| 37971                | 1081          | CONSUMERS ENERGY              | 9/08/2020 | NAT 01           | 3,809.14         |
| 37972                | 1096          | TKS SECURITY                  | 9/08/2020 | NAT 01           | 270.00           |
| 37973                | 1155          | PAUL OLEN                     | 9/08/2020 | NAT 01           | 152.38           |
| 37974                | 1214          | PETERSON'S WELL DRILLING      | 9/08/2020 | NAT 01           | 986.23           |
| 37975                | 2010          | SHIRLEY BALL                  | 9/08/2020 | NAT 01           | 166.39           |
| 37976                | 6900          | FUELMAN                       | 9/08/2020 | NAT 01           | 111.04           |
| 37977                | 7900          | RON GUTOWSKI                  | 9/08/2020 | NAT 01           | 10.35            |
| 37978                | 10010         | JACKPINE BUSINESS CENTER      | 9/08/2020 | NAT 01           | 188.94           |
| <b>Grand Total -</b> |               |                               |           |                  | <b>17,275.66</b> |

# Check Register Report

| Check Number         | Vendor Number | Name                      | Date      | Bank/Acct Number | Amount           |
|----------------------|---------------|---------------------------|-----------|------------------|------------------|
| 37979                | 476           | CHARTER COMMUNICATIONS    | 9/14/2020 | NAT 01           | 327.81           |
| 37980                | 601           | REPUBLIC SERVICES         | 9/14/2020 | NAT 01           | 9,148.92         |
| 37981                | 848           | FAMILY FARM AND HOME      | 9/14/2020 | NAT 01           | 61.30            |
| 37982                | 1059          | LARRY THOMPSON            | 9/14/2020 | NAT 01           | 40.40            |
| 37983                | 1209          | TRIDONN CONSTRUCTION COMP | 9/14/2020 | NAT 01           | 275.00           |
| 37984                | 10000         | J B PUBLICATIONS          | 9/14/2020 | NAT 01           | 335.40           |
| 37985                | 13002         | MANISTEE CO ROAD COMM     | 9/14/2020 | NAT 01           | 40,851.22        |
| <b>Grand Total -</b> |               |                           |           |                  | <b>51,040.55</b> |

# Check Register Report

| Check Number         | Vendor Number | Name                        | Date      | Bank/Acct Number | Amount          |
|----------------------|---------------|-----------------------------|-----------|------------------|-----------------|
| 37986                | 256           | DTE ENERGY                  | 9/22/2020 | NAT 01           | 156.90          |
| 37987                | 908           | MIKA MEYERS BECKETT & JONES | 9/22/2020 | NAT 01           | 6,241.58        |
| 37988                | 1010          | AT & T                      | 9/22/2020 | NAT 01           | 358.33          |
| 37989                | 1204          | APPLIED IMAGING             | 9/22/2020 | NAT 01           | 57.00           |
| 37990                | 10010         | JACKPINE BUSINESS CENTER    | 9/22/2020 | NAT 01           | 451.47          |
| <b>Grand Total -</b> |               |                             |           |                  | <b>7,265.28</b> |



| Check or Advice # | Check Date | Employee Name         | Manual Direct Deposit Amount | Direct Deposit Amount | Check Amount | Check Type |
|-------------------|------------|-----------------------|------------------------------|-----------------------|--------------|------------|
| 37991             | 10/01/2020 | GUTOWSKI, RONALD      | 0.00                         |                       | 374.45       | Regular    |
| 37992             | 10/01/2020 | KOLANOWSKI, DALE      | 0.00                         | 0.00                  | 252.49       | Regular    |
| 37993             | 10/01/2020 | KOYERS, LYNN M        | 0.00                         | 0.00                  | 191.63       | Regular    |
| 37994             | 10/01/2020 | KRUS, BRIAN D         | 0.00                         | 0.00                  | 252.49       | Regular    |
| 37995             | 10/01/2020 | KRUSE, DEAN H         | 0.00                         | 0.00                  | 252.49       | Regular    |
| 37996             | 10/01/2020 | WALKER, KENNETH TERRY | 0.00                         | 0.00                  | 1,577.01     | Regular    |
| 37997             | 10/01/2020 | WHETSTONE, MARLENE    | 0.00                         | 0.00                  | 120.26       | Regular    |
| 37998             | 10/01/2020 | BALL, SHIRLEY A       | 0.00                         | 0.00                  | 1,682.12     | Regular    |
| 37999             | 10/01/2020 | GUTOWSKI, KATHY       | 0.00                         | 0.00                  | 97.91        | Regular    |
| 38000             | 10/01/2020 | CHYCINSKI, THOMAS     | 0.00                         | 0.00                  | 263.86       | Regular    |
| 38001             | 10/01/2020 | SKIERA, RUTH A        | 0.00                         | 0.00                  | 66.07        | Regular    |
| 38002             | 10/01/2020 | STEGE, THOMAS         | 0.00                         | 0.00                  | 2,336.90     | Regular    |
| 38003             | 10/01/2020 | DITTMER, ROGER A      | 0.00                         | 0.00                  | 83.69        | Regular    |
| 38004             | 10/01/2020 | JOHNSON, CHRISTA M    | 0.00                         | 0.00                  | 74.89        | Regular    |
| 38005             | 10/01/2020 | KOLK, KAREN           | 0.00                         | 0.00                  | 74.89        | Regular    |
| 38006             | 10/01/2020 | THOMPSON, LARRY R     | 0.00                         | 0.00                  | 1,043.98     | Regular    |
| 38007             | 10/01/2020 | WILLIAMS, JENNIFER    | 0.00                         | 0.00                  | 81.74        | Regular    |
| 38008             | 10/01/2020 | RAMON, RUBEN          | 0.00                         | 0.00                  | 61.67        | Regular    |
| 38009             | 10/01/2020 | ROBKE, JAMES          | 0.00                         | 0.00                  | 64.65        | Regular    |
| 38010             | 10/01/2020 | SKIERA, ROBERT        | 0.00                         | 0.00                  | 150.65       | Regular    |
| 38011             | 10/01/2020 | WILLIAMS, THOMAS E    | 0.00                         | 0.00                  | 69.26        | Regular    |
| 38012             | 10/01/2020 | OLEN, PAUL            | 0.00                         | 0.00                  | 1,716.49     | Regular    |
| 38013             | 10/01/2020 | SCHIMKE, TAMMI        | 0.00                         | 0.00                  | 2,072.44     | Regular    |
| 38014             | 10/01/2020 | BATES, KENNETH VANCE  | 0.00                         | 0.00                  | 12.62        | Regular    |
| 38015             | 10/01/2020 | ESPVIK, JAMES         | 0.00                         | 0.00                  | 478.84       | Regular    |
| 38016             | 10/01/2020 | FALK, CRYSTAL         | 0.00                         | 0.00                  | 85.14        | Regular    |
| 38017             | 10/01/2020 | FALK, MATTHEW         | 0.00                         | 0.00                  | 145.05       | Regular    |
| 38018             | 10/01/2020 | HANER, JOHN           | 0.00                         | 0.00                  | 84.82        | Regular    |
| 38019             | 10/01/2020 | HAWKINS, NICKOLAS     | 0.00                         | 0.00                  | 160.00       | Regular    |
| 38020             | 10/01/2020 | MUNSELL, MICHAEL      | 0.00                         | 0.00                  | 77.52        | Regular    |
| 38021             | 10/01/2020 | O BRIEN, GERALD       | 0.00                         | 0.00                  | 311.38       | Regular    |
| 38022             | 10/01/2020 | PECK, JAMES           | 0.00                         | 0.00                  | 106.35       | Regular    |
| 38023             | 10/01/2020 | ROGERS, LINDA         | 0.00                         | 0.00                  | 74.89        | Regular    |
| 38024             | 10/01/2020 | SKIERA, LOGAN         | 0.00                         | 0.00                  | 351.55       | Regular    |
| 38025             | 10/01/2020 | WARE, JANELLE         | 0.00                         | 0.00                  | 164.43       | Regular    |
| 38026             | 10/01/2020 | WARE, KEVIN           | 0.00                         | 0.00                  | 245.50       | Regular    |
|                   |            | Total                 | 0.00                         | 0.00                  | 15,260.12    |            |



# Check Register Report

10:14 AM

Filer Charter Township

| Check Number  | Vendor Number | Name                       | Date       | Bank/Acct Number | Amount |
|---------------|---------------|----------------------------|------------|------------------|--------|
| 38027         | 60            | WEST MICHIGAN CREDIT UNION | 10/01/2020 | NAT 01           | 95.00  |
| Grand Total - |               |                            |            |                  | 95.00  |

# Check Register Report

10:03 AM

Filer Charter Township

TB

Bills

| Check Number  | Vendor Number | Name                      | Date       | Bank/Acct Number | Amount   |
|---------------|---------------|---------------------------|------------|------------------|----------|
| 38028         | 16            | FILER TOWNSHIP WATER DEPT | 10/02/2020 | NAT 01           | 339.40   |
| 38029         | 1081          | CONSUMERS ENERGY          | 10/02/2020 | NAT 01           | 625.65   |
| 38030         | 1109          | MITEL                     | 10/02/2020 | NAT 01           | 515.37   |
| 38031         | 16550         | POSTMASTER                | 10/02/2020 | NAT 01           | 900.00   |
| Grand Total - |               |                           |            |                  | 2,380.42 |

# Check Register Report

2:03 PM

Filer Charter Township

*Water Bills*

| Check Number         | Vendor Number | Name                       | Date      | Bank/Acct Number | Amount           |
|----------------------|---------------|----------------------------|-----------|------------------|------------------|
| 2765                 | 625           | OPERATIONS SERVICES, INC   | 9/08/2020 | NAT 02           | 8,168.33         |
| 2766                 | 842           | BAIRD, COTTER & BISHOP, PC | 9/08/2020 | NAT 02           | 108.33           |
| 2767                 | 996           | UTILITY SERVICE CO., INC   | 9/08/2020 | NAT 02           | 13,653.12        |
| 2768                 | 1043          | GIL-ROY'S HARDWARE 6761    | 9/08/2020 | NAT 02           | 36.19            |
| 2769                 | 1081          | CONSUMERS ENERGY           | 9/08/2020 | NAT 02           | 1,583.22         |
| 2770                 | 6900          | FUELMAN                    | 9/08/2020 | NAT 02           | 64.49            |
| <b>Grand Total -</b> |               |                            |           |                  | <b>23,613.68</b> |

Checks

# Check Register Report

11:21 AM

Filer Charter Township

*Water Bills*

| Check Number         | Vendor Number | Name                       | Date      | Bank/Acct Number | Amount          |
|----------------------|---------------|----------------------------|-----------|------------------|-----------------|
| 2771                 | 256           | DTE ENERGY                 | 9/22/2020 | NAT 02           | 76.67           |
| 2772                 | 1081          | CONSUMERS ENERGY           | 9/22/2020 | NAT 02           | 2,465.05        |
| 2773                 | 1144          | METRON FARNIER, LLC        | 9/22/2020 | NAT 02           | 1,133.42        |
| 2774                 | 1179          | OUDBIER INSTRUMENT COMPAN' | 9/22/2020 | NAT 02           | 369.00          |
| <b>Grand Total -</b> |               |                            |           |                  | <b>4,044.14</b> |

# Check Register Report

2:22 PM

Filer Charter Township

*Sum B: 115*

| Check Number  | Vendor Number | Name                       | Date      | Bank/Acct Number | Amount |
|---------------|---------------|----------------------------|-----------|------------------|--------|
| 1098          | 842           | BAIRD, COTTER & BISHOP, PC | 9/08/2020 | PNC 04           | 108.33 |
| 1099          | 1081          | CONSUMERS ENERGY           | 9/08/2020 | PNC 04           | 32.66  |
| Grand Total - |               |                            |           |                  | 140.99 |

FILER CHARTER TOWNSHIP

MONTHLY ACH PAYMENTS

| <u>DATE</u> | <u>PAYEE</u>      | <u>AMOUNT</u>   |
|-------------|-------------------|-----------------|
| 9/4/2020    | STATE OF MICHIGAN | 751.65          |
| 9/24/2020   | IRS               | <u>2,898.86</u> |
|             | TOTAL             | 3,650.51        |

APPLICATION

Name: Patty A. Preuss

Address: 95 E. Preuss Rd. Manistee

Occupation: CEO of Filer Credit Union

Telephone: Daytime 231-510-4814 Evening: 231-723-2260

Name of Committee/Commission: Downtown Development Authority

Why do you wish appointment to this Committee/Commission? I was previously on the board. I am very interested in continuing the work to improve and manage our DDA District.

What are your qualifications/credentials for appointment? Previous board experience, previous board member of Manistee Chamber of Commerce.

Could you regularly attend scheduled Committee/Commission meetings? \_\_\_\_\_

Yes: X No: \_\_\_\_\_ Conflicts: \_\_\_\_\_

What other Committees/Commissions have you served on? Sign Project & Manistee Chamber of Commerce Board

Would you be willing to attend training sessions in or out of town; days/evenings? Yes

Please describe any particular education, experience or background you think appropriate to the function of the Committee/Commission that you are applying for, and attach any additional information: I have a degree in Management/Marketing, and have 6 years experience on the Manistee Chamber Board and served on the DDA Board as Treasurer for 2 years.

Signature: Patty Preuss Date: 9-25-2020

Please submit to: Clerk, Charter Township of Filer, 2505 Filer City Rd., Manistee, MI 49660



[Come to MTA On the Road](#)

### **We're taking the MTA show "Off the Road"**

The learning doesn't have to end while we're practicing social distancing. MTA is still here for you and dedicated to keeping you connected and informed. Next month, instead of traveling the state for our annual *MTA On The Road* regional meeting trek, we'll be coming to your home or office with our "Off the Road" virtual summit! That's right—you'll still get each amazing component of our in-person regional meetings, all from the comfort and safety of your home or township hall.

Register online now for [Oct. 14](#) from 10 a.m. to 4 p.m. OR [Oct. 20](#) from 2 to 6 p.m. or read on to learn more. Can't stay the whole day? Participate in both at no additional cost! Takeaways include:

- **The inside scoop on issues impacting townships**
- **A legislative update** ahead of the lame-duck session
- **Breakout sessions on important topics relevant to each and every township**
- **An opportunity to learn from MTA legal counsel** on board obligations in the event of a COVID-19 exposure inside your hall
- **An update from the state's Marijuana Regulatory Agency** on the evolving landscape of the industry
- **Virtual networking time** with MTA staff, municipal service providers and your township peers
- **And so much more!**

**New this year: special pricing for individual registrations, package pricing for multiple registrations (bring your whole board for only \$348) and discounted rates for MTA Online subscribers at the premium level.**

**Register now for Oct. 14      Register now for Oct. 20**

# Charter

# Township of

# Filer

DDA

—

Tamara Buswinka, A.I.C.P.,

Director

2505 Filer City Road

Manistee, MI 49660

989-714-4417

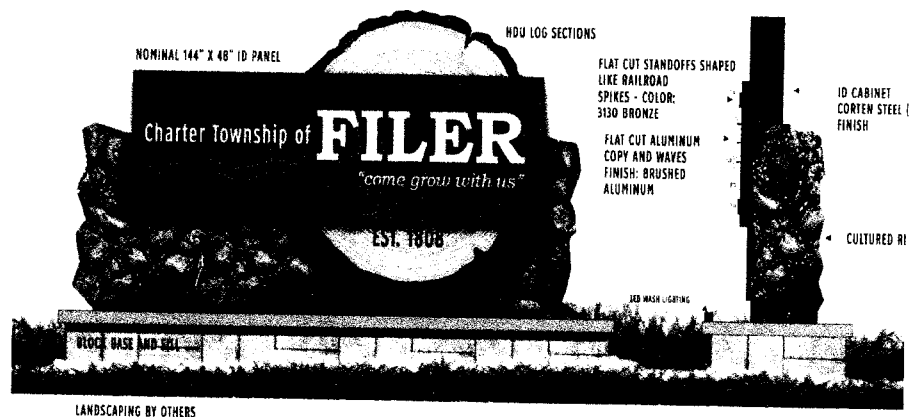
[L44Planners@gmail.com](mailto:L44Planners@gmail.com)

[filerdda@gmail.com](mailto:filerdda@gmail.com)

September 3, 2020

Dear Charter Township of Filer Board of Trustees;

This letter is in regards to the community Sign Project. Recall that the Sign Project was conceived by the public input sessions held in 2016 that created the US31 Corridor Improvement Plan. In an effort to implement some of the suggestions from the US31 Corridor Improvement Plan, the DDA created a Sign Committee made up of community members. These community members worked to iron out the details of the project including sign design, sign location, and to select a company to build the sign. After receiving multiple proposals, Amor Signs was selected to design and build the sign. The location for the "Welcome to the Charter Township of Filer" sign is proposed at the far northern portion of the Crystal Lake Clinic's property on US31 near the corner of Red Apple and US31. The cost of the sign is estimated at \$33,055.00.



The DDA Board has long understood the community and economic development benefits of having a community Welcome Sign. More importantly though, building the sign is clear proof of implementation of a planning process that received a lot of public input and support, and it signals positive steps towards community building. A sign not only provides people who are new to the area visual cues that they are in a new community but it also helps residents feel a sense of identity of the place that they live. Signs help generate community pride and creates character; or a sense of place.

Unfortunately, there has been rising costs of the project due to increasing material and craftsmanship costs since the inception of the project.

Because the sign is a community sign, the DDA would like to request that the Township Board consider partnering in this project financially. The total cost of the project is estimated to be \$33,055.00. The DDA passed a motion at the September 1, 2020 meeting to commit \$25,000.00. The DDA is asking if the Township Board will contribute the remaining amount of

\$8055.00?



The budget for the project is as follows:

- Sign design, build, and electrical work (Amor Signs):  
\$31,205.00
- Legal work (Richard Wilson): \$1250.00
- Engineering/Survey work (Spicer Group): \$600.00

Conservative Total Estimate: \$33,055.00

The DDA Board would like to thank you for your consideration of this request.

Regards,

Tamara Buswinka

Tamara Buswinka, Filer DDA Director

Filer Township Planning Commission  
2505 Filer City Rd.  
Manistee, MI  
September 20,2020

Dear Filer Township,

We read the recent article in the Manistee News Advocate regarding short term rentals in Filer Township. We didn't realize this meeting was scheduled, thus did not respond earlier, however, would like to comment on some of the statements in the article.

Linda Harding's property is across the road and north a parcel from our property. We are confused by her comments as there is not a rental next to her home. There is, however, a rental next to our home to the south. This property has been a short term rental for many years. The renters at this home have been exemplary from what we have seen and heard. We have never had anything to complain about in noise levels, cleanliness of the property, number of cars, or inappropriate behavior.

Other complaints in the article were regarding nightly campfires and unfamiliar dogs in the neighborhood. We clearly do not understand the validity of these complaints either.

The three complaints expressed in the paper, 20 people visiting at a house, nightly campfires, and unfamiliar dogs are ridiculous. If this is the reason for eliminating short term rentals we who own homes will all break these 'rules'. It would mean we can't have parties or large groups visiting in our homes, nor could we enjoy nightly campfires in our back yards, and friends could not bring their dogs to our homes.

Our son and daughter-in-law spent 2 months at our property this summer. They brought their dog with them and enjoyed occasional campfires. Since they are not the owners, would they not have been allowed to come either?

If an individual property is renting to visitors who are disrespectful of others in the area, this needs to be dealt with that one property owner. However, the neglect of property and disrespect of neighbors could just as easily happen with a private property owner.

The tone of the comments in the article seemed to come from someone who has a personal complaint about someone in their neighborhood. The comment "We want to limit that because we do not live in a tourist area", could not be further from the truth. We live in a beautiful area of our state, an area where others come to vacation. Short term rentals are a wonderful way to gain necessary income from a second home and also to give families a place to stay in our beautiful area.

Thank you,  
Sue (Armbruster) Johnson,  
4324 Fox Farm Rd.

## Shirley Ball

---

**From:** Sheri Cox <shricox@yahoo.com>  
**Sent:** Thursday, September 24, 2020 10:41 AM  
**To:** filerclerk@twphall.com; kristina@manisteechamber.com; mgraves@pioneergroup.com; info@manisteecounty.com; assistant@momboard.com; kkotecki@pioneergroup.com  
**Subject:** Filer township short term rental proposal

I am writing to oppose the short term rental ordinance. I bought my home in Filer Township five years ago as a cottage for my young family. I have hopes that it will remain in our family for generations. It was a dream for us to find a place on the lake in such a beautiful spot. Unfortunately it is very expensive to own a home on a lake and even more if you do not have homestead exemption. Im not sure that my adult children could manage 2 homes without supplementing. Many people dream of spending time in a place like ours but can't even afford short term rent let alone purchase. Many people look forward to renting on Lake Michigan for a short term vacation with their families. Many would never find their eventual vacation home to purchase if they hadn't rented in the first place. We bought our home under the pretense that it was rented out prior and could still be used as a rental. This is a potential legal issue for the township and the rights of many homeowners who also bought under these circumstances.

Having the ability to rent to these grateful families (most of them coming back year after year) gives the option to owners to be able to hold onto family cottages, second homes and inheritance through tough economic times, possibly health problems or loss of income. Every guest is given information on local restaurants, shopping and entertainment, bringing income to the area. Also income for cleaning and maintenance of these homes. We use local, cleaning, yard maintenance, plumbing, electrical, mechanical services. My neighbors on both sides are renters who became owners. Every renter I had this year wrote online reviews about the beauty in Manistee, they also sited local restaurants and shops in downtown Manistee. They referenced the Riverwalk and boat/fishing charters. The income from tourist in the area of Manistee provides local business owners and employees with stable income.

Our home in Filer township is a short term rental for families, we have strict rules about everything from, parties, number of occupants, quiet hours, trash, cleanliness, parking, no pets and so much more. This is our home away from home. Some of the proposed ideas are common sense and most are already township rules. I personally have followed all of the rules outlined in the proposal for my own protection and because I do care for my neighbors. My neighbors have my contact information and so do my renters. I have a property manager who lives right down the street.

Some of these homes may end up with long term renters who are much much much worse on the property and will not have to follow such rules. My neighbors would be much more upset about a long term rental that I can not control or remove as easily. They would not keep the property as well maintained as I do as an owner. Long term rentals tend to be bigger problems to a neighborhood then short term vacationers. The people complaining should be careful what they wish for.

I think that if a resident is having specific issues with a neighbor regarding township rules and regulations they should report them. Renters have the same rules and laws as owner occupants. We are opening a much bigger issue when we start to discriminate certain rules for a set group of people that do not apply to the whole. Firepits, parking, quiet hours, trash and occupancy should be laws that are followed by all. It is a waste of time and money for the township to rewrite these rules and govern a small group.

It could be a large amount of revenue from local business to real estate loss if it becomes too difficult for people to keep a vacation home in Filer Township. It is the job of the board to do what is in the best interest of the entire township not a group of complainers (several who moved here after being renters themselves). Local officials should not have personal agendas when running and serving on any board that is paid for and established for the taxpayers. Please consider all of the options in this matter before voting yes to this proposal.

Thank you for your time,

Sheri Cox  
Homeowner, Filer Township



## Filer Charter Township

---

**From:** Sheri Cox <shricox@yahoo.com>  
**Sent:** Thursday, October 1, 2020 10:24 AM  
**To:** filertownship@twphall.com  
**Subject:** Filer Township Short Term Rental proposal

> I am writing to oppose the short term rental ordinance now a proposal to limit to 14 rental days a year. We bought our home in Filer township as a cottage for our young family, it was being used as a vacation rental and we intended to rent it out as well. It was a dream for us to find a place on the lake in such a beautiful spot as it is for so many people. Many of these cottages have been in families for generations and they will not be able to keep them if they are unable to rent. Several of my neighbors, who now oppose vacation rental, were renters themselves which is why they bought their now homes in Manistee.

>

> We have strict rules about everything from, parties, number of occupants, quiet hours, trash, cleanliness, parking, no pets and so much more. My neighbors have my contact information and so do my renters. I have a property manager who lives right down the street. Having the ability to rent to these grateful families (most of them coming back year after year). Every guest is given information on local restaurants, shopping and entertainment, bringing income to the area. Also income for cleaning and maintenance of these homes. We use local, cleaning, yard maintenance, plumbing, electrical, mechanical services. Every renter I had this year wrote online reviews about the beauty in Manistee, they also sited local restaurants and shops in downtown Manistee. They referenced the Riverwalk and boat/fishing charters. The income from tourist in the area of Manistee provides local business owners and employees with stable income.

>

> We have strict rules about everything from, parties, number of occupants, quiet hours, trash, cleanliness, parking, no pets and so much more. My neighbors have my contact information and so do my renters. I have a property manager who lives right down the street. Some of these homes may end up with long term renters who are much much much worse on the property and will not have to follow such rules. My neighbors would be much more upset about a long term rental that I can not control or remove as easily. Long term renters can destroy property and become a nuisance in a hurry but it takes months to evict them. They would not keep the property as well maintained as I do as an owner. Long term rentals tend to be bigger problems to a neighborhood then short term vacationers. The people complaining should be careful what they wish for.

>

> Renters have the same rules and laws as owner occupants. We are opening a much bigger issue when we start to discriminate certain rules for a set group of people that do not apply to the whole. Firepits, parking, quiet hours, trash and occupancy should be laws that are followed by all. It is a waste of time and money for the township to rewrite these rules and govern a small group. Not to mention the amount of time and money trying to police every home and litigate every violation.

>

> It would be a huge loss to local business and real estate if it becomes too difficult for people to keep a vacation home in Filer Township. It is the job of the board to do what is in the best interest of the entire township. Local officials should not have personal agendas when running and serving on any board that is paid for and established for the taxpayers. Please consider all of the options in this matter before voting yes to this proposal.

>

>

> Sheri Cox

> Homeowner, Filer Township

## Shirley Ball

---

**From:** paul <tuccitucci@gmail.com>  
**Sent:** Thursday, October 1, 2020 12:16 AM  
**To:** info@manistee township.com  
**Cc:** assistant@momboard.com  
**Subject:** short term rentals in our community

ro whom it may concern:

we oppose any ordinance restricting a homeowners ability to do short term rentals. we feel that the benefits to the community outweigh any negatives. we write in support all of our neighbors, especially those who wish to offer their homes for short term rentals.

short term rentals provide holiday stays to people who would normally not even consider staying in any budget hotel in the area.

the renters generate a lot of commerce and flows of much needed taxable revenue within our community. people who rent out their homes generate a multiple of economic activity through their use of local trades people, house keeping, repairs, large capital projects. this in turn generates local jobs, and helps keep our community as a destination for travel and tourism.

many short term renters eventually buy property locally, which contributes greatly to the tax base in the county.

if short term rentals are banned or controlled through burdensome regulations, much of this economic activity will cease overnight.

we have been visiting manistee frequently for ten years and have owned property in filer township since 2013. we have had zero problems with any homeowner who rents their property. renters are respectful and tidy and obey stringent rules set by homeowners that exceed any that might be imposed by local authorities.

in fact, on fox farm rd., some of the families who live full time in our neighborhood regularly violate our neighborhood rules and seem to constantly harrass both families who live there full time and those that own vacation property. the few neighbors, who complain most vocally to the township about their neighbor down the street, does not justify further restrictions on short term renting, nor do they represent the feelings of a majority of residents in the area. they should discuss their concerns with the home owner and not create an issue where none exists.

there are many homeowners who do not have a voice in this debate, since we do not live here full time. we pay a large amount in property taxes, and invest hundreds of thousands of dollars back into the local community. some of these property owners occasionally rent, some do not.

we do live in a tourist area, and with the freedom of choice afforded to travelers through short term rentals, many people visit and help grow the popularity and economic vibrancy of all of the surrounding communities.

we ask that you consider our opinions, as there are many who support doing whatever we can to boost our local economy.

sincerely,

paul a. tucci  
4450 fox farm road  
manistee, michigan

ps: please do not post this message online or publish this in any format without my expressed permission.

Sent from my iPhone

## Filer Charter Township

---

**From:** Beate S <beate0203@yahoo.com>  
**Sent:** Thursday, October 1, 2020 2:01 PM  
**To:** mgraves@pioneergroup.com; Filer Zoning; rwilson@mikameyers.com; arielle.breen@pioneergroup.com; filertownship@twphall.com; kristina@manisteechamber.com; assistant@momboard.com; realtors@momboard.com; Marc Miller  
**Subject:** Open letter to the Editor - Article Sept 18, 2020 on Short term rentals

Dear Miss Graves,

We were dismayed by the completely one-sided story you reported on September 18 regarding short term rentals by interviewing only people with negative opinions about short term rentals. Not only that, there were other inaccuracies in the report that were apparently not fact checked. Rather than focusing on the negative, the below will outline the positives as well. We ask you to publish this entire letter so our population has a real chance to see both sides of the coin on this Short Term Rental topic.

1. Short Term Rentals (STR) help communities by bringing people to the area that are going to spend their money in restaurants, shops, grocery stores and other cultural and recreational venues. STR can help contribute to further develop a local community and create jobs. On this topic you should interview the head of economic development of the city and county of Manistee, restaurants, grocery stores and shops.
2. Short term rentals also support other local small business (cleaning / landscaping / general maintenance/ general renovation). The author should research local fluctuations of employment statistics and revenue numbers instead of collecting only one-sided negative opinions.
3. STRs provide an opportunity to share the beauty of the area and facilities given to and created by this community with tax dollars. The Manistee area is a lovely vacation spot even if some people have not realized it. It is a perfect getaway for people all over the surrounding states. Our duty is to welcome out-of-town visitors and make them feel comfortable, so they spend money and tell their friends about what "Pure Michigan" can be. There are plenty of other local towns that see this all as an opportunity rather than a burdensome liability. Visiting families are just looking to have a wonderful week or two where they can all stay in the same place, walk down to the beach and just have a nice time together. On top of that, they all ask, "Where is the best pizza?", "Where is a great pub?", "Where can we rent a boat?", "Where is a great bakery, farm stand, grocery store?"
4. There are very responsible STR home owners who need to be distinguished and recognized from the bad apples who don't take care of their rental/property. Rather than assuming all are bad; feature and interview great rental owners for best practice sharing rather than focusing on the few bad experiences and managing those exceptions.
5. Explain the difference between a bad neighbor and a bad guest - are there different rules for each? We have a neighbor with bonfires on the beach, loud music playing late and beer cans on the beach in the morning. They're not renters – they live there! Why blame short term rental?

In summary, short term rentals are good for the area, good for local business and good for jobs. We need solid reporting of both sides of the story and apply common sense and not just negatives propaganda!

Sincerely,

John Konkel / Beate Stumpe



## Monthly Client Report for Charter Township of Filer August 2020

To provide Filer Township with a summary of our activities for the month, Operations Services has prepared this report for your use. We welcome any suggestions to improve the information contained in these reports. Please contact us if you believe this report contains errors, or if you have any questions about it.

### PRODUCTION AND USE STATISTICS

The Filer Water Supply System (WSS) produced safe drinking water for all users; The following table summarizes the water production and use statistics for the past month.

| Performance Indicator      | Value  | Units           |
|----------------------------|--------|-----------------|
| Total Water Pumped         | 18.217 | Million Gallons |
| Average Daily Water Pumped | 0.588  | Million Gallons |
| Maximum Daily Pumped       | 0.656  | Million Gallons |
| Minimum Daily Pumped       | 0.443  | Million Gallons |
| Chlorine Applied           | 416.54 | Gallons         |
| Polyphosphate              | 196.78 | Pounds          |

### COMPARATIVE WATER PRODUCTION

This table represents the most recent monthly water production figures compared to the same month in previous years.

| Month     | 2017 Million Gallons | 2018 Million Gallons | 2019 Million Gallons | 2020 Million Gallons |
|-----------|----------------------|----------------------|----------------------|----------------------|
| January   | 8.422                | 8.875                | 8.669                | 8.128                |
| February  | 7.331                | 7.760                | 8.050                | 7.437                |
| March     | 8.329                | 8.716                | 6.642                | 9.162                |
| April     | 9.856                | 8.473                | 9.241                | 9.371                |
| May       | 11.735               | 12.509               | 10.539               | 11.828               |
| June      | 13.165               | 14.439               | 11.805               | 15.253               |
| July      | 15.152               | 17.029               | 15.940               | 17.762               |
| August    | 14.556               | 16.080               | 15.681               | 18.217               |
| September | 13.115               | 13.833               | 13.045               |                      |
| October   | 10.257               | 10.093               | 9.292                |                      |
| November  | 7.777                | 8.443                | 8.096                |                      |
| December  | 7.955                | 8.446                | 8.794                |                      |
| Total     | 127.690              | 134.696              | 125.794              | 97.158               |

## WATER SYSTEM MONTHLY ACTIVITY SUMMARY

This section highlights some of the most significant events of the past month. Additional details are available upon request.

- National Wash Authority LLC power-washed both water towers. Mike stayed in close contact with the washing crew and was at their disposal when needed.
- Fire hydrant painting is ongoing.
- Met with Terry, Mike and Scott Conradson (via phone) of EGLE to discuss the recommendations from the most recent sanitary survey Scott conducted with Mike on 6/4/2020. We also discussed the approval process for drilling a type I well for the Township.
- Water samples for total trihalomethanes and halo acetic acids were collected and delivered to SOS lab in Traverse City.
- Updated the following EGLE required forms: Bacteriological sample site plan, disinfectants and disinfection byproducts sample site plan, lead and copper sample site plan, emergency response plan and the operator designation form. These forms have been sent to EGLE and approved.
- The 2019 consumer confidence certificate of distribution was completed and sent to EGLE.
- Updated the 2020 Capital Improvement Plan and submitted it to the Township.
- Paged out 8/20/20 due to power failure at Well No. 4. Mike called Consumers to have them repair a downed power line. The generator ran as it should during the outage.
- Paged out 8/21/20 due to power failure at the Red Apple Tower. Mike called Consumers to repair another downed power line. There is no back-up power at the Red Apple Tower. Mike had to manually monitor the tank levels until power was restored.
- Ordered and received eight 55-gallon drums of chlorine.
- The propane tank for the generator at Well No. 4 was filled.
- New pad locks were purchased and installed on both water tower doors and the gate for Well No. 4.
- Posted a "Daily Exit Check List" on the interior of each well house door.
- Purchased and installed a 24-inch hydrant barrel extension for fire hydrant No. 39 on Pine Ridge Dr.
- Marked and painted the curb-stops on Pine Ridge Dr., Ravine Dr., and Thistle Dr.
- Power washed the exterior of well house No. 3.
- Replace the injection check valve on the chlorine feed for Well No. 2.
- Backup generator at Well No. 4 was exercised five times.
- Backup motor at Well No. 2 was exercised three times.
- A total of eleven miss-dig requests and positive responses were completed.
- One water service was turned "OFF" for repairs at 1211 Nelson St.
- One new meter was installed.
- Routine housekeeping and disinfection at the well houses, township office, Rec-Center and the maintenance garage.

Respectfully,

Operations Services



Patrick Gallagher  
Project Manager



Michael O. Hiller  
Operations and Maintenance Specialist





# Charter Township of Filer DDA Regular Meeting Proposed Minutes

September 1, 2020

4:30pm

Filer Township Hall  
2505 Filer City Road, Manistee, MI 49660  
231-723-3138

| <i>Chair<br/>2022</i>            | <i>Vice-Chair<br/>2022</i>                        | <i>Treasurer<br/>2022</i>                  | <i>Member<br/>2020</i>                 | <i>Supervisor<br/>11/20/20</i>     | <i>2019</i>                | <i>Member<br/>2020</i>           | <i>Member<br/>2021</i>                  | <i>Member<br/>2021</i>                  | <i>Director</i>            |
|----------------------------------|---|--|--|------------------------------------|----------------------------|----------------------------------|---|---|----------------------------|
| <i>Robert Yates<br/>Business</i> | <i>Tom Chycinski<br/>Resident in<br/>district</i> | <i>Kathy Gutowski<br/>Citizen at Large</i> | <i>Mathew<br/>Johnson<br/>Business</i> | <i>Terry Walker<br/>Supervisor</i> | <i>Vacant<br/>Business</i> | <i>Robert Henry<br/>Business</i> | <i>Al Frye<br/>Citizen At<br/>Large</i> | <i>Todd<br/>Newenhouse<br/>Business</i> | <i>Tamara<br/>Buswinka</i> |

## Call to Order/Pledge of Allegiance

The meeting was called to order by Chairperson Yates at 4:30p.m.

## Roll Call

Members Present: Walker, Johnson, Gutowski, Yates, Frye

Members Excused Absence: Chycinski, Newenhouse

Members Unexcused Absence: Henry

Others Present: Tamara Buswinka, DDA Director

## Consideration of the Minutes

Walker moved, supported by Frye, to approve the August 7, 2020 minutes with one correction that changes the date of the minutes from August 6, 2020 to August 7, 2020. Motion passed unanimously.

## Treasurer's Report

Gutowski reviewed the Treasurer Report, including the bills to be paid, with the Board.

Gutowski reviewed the new report she created that details the expenses and revenue, to date, of the DDA. The Board expressed unanimous appreciation for the new report.

Walker moved, supported by Frye, to accept the Treasurer's report and pay the bills as presented. Motion passed unanimously.

Frye, Walker, Johnson, and Yates spoke about their support to purchase a computer that would be used solely by the DDA Treasurer for DDA treasury business. Yates asked Gutowski to provide at the next meeting quotes for computer types and costs for the Boards consideration and approval.

## Chairman's Report

Yates discussed with the Board the "Live from the Lot" event. Buswinka stated that letters, with event flyers, were sent to every business physical address with information about the event, and suggestions and offers to help them capitalize on the event to increase their exposure and daily sales. Buswinka will follow up with communication to the Kmart property management team regarding the truck that is sitting on the site to request its removal before the event.

Yates discussed with the Board the Sign Project. Board discussed the placemaking economic development benefits of having a community sign; Buswinka stated that most communities have a sign. Buswinka reminded the Board that the sign was a small element of the overall placemaking planning done for the commercial district in 2016. A sign not only provides people who are new to the area information that they are in a new community but it also helps existing residents feel a sense of identity of the place that they live. Johnson spoke about the length of the project and suggested that if the Board didn't want to project then that decision should be made rather than the project lingering into the future. Board members unanimously spoke about the rising cost of the project due to increasing material and craftsmanship costs since the inception of the project, the positive views on the signs design, selection of location for the sign, and the continuing desire to have a community sign. Yates and Johnson pointed out, and agreed by the other Board members, that the sign is a community sign rather than a DDA sign; the sign identifies the community rather than the DDA district specifically.

Gutowski moved, supported by Frye, that the DDA agrees to pay \$25,000.00 toward one sign and will ask the Township Board to contribute to the total cost of the project.

### **Roll Call Vote:**

**Yays: Yates, Gutowski, Johnson, Walker, Frye**

**Nos: None**

**Motion Passed by Roll Call Vote.**

The Board directed Buswinka, and Frye offered to help, to present the project at the October Township Board meeting ensuring that Board members receive packets with renderings and cost estimates of the sign in their packets prior to the meeting.

## Supervisor's Report

Walker stated that the Magoon Creek project will officially wrap up once the sign is installed. Walker updated the Board on the community water well project. Walker stated that the water well project process has begun with test wells to determine location being undertaken.

## Director's Report

Buswinka referred the Board to her September report adding that she has had positive communication with the owner of Cypress Plaza. The owner of Cypress Plaza expressed a flexible attitude toward altering their lease terms, allowing more innovative businesses, and will consider allowing pop up businesses.

## Board Member Comments

Yates asked if any Board members had heard about the announcement from corporate Pizza Hut that stores will be closing. While the Board had heard about the announcement, no details about the Filer Pizza Hut are known. Buswinka will communicate with the known address for Pizza Hut to express the strong community support for the restaurant as a way of campaigning for them to keep this Pizza Hut opened.

## Adjournment

Gutowski moved, supported by Walker, to adjourn the meeting at 5:45 p.m. Motion passed unanimously.

**Next Board meeting is Tuesday, October 6, 2020 at 4:30 pm.**

A meeting informational packet is available for public inspection at the Filer Township office, 2505 Filer City Road. The Filer Township DDA does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. The DDA Chairperson has been designated to coordinate compliance with the non-discrimination requirements contained in Section 33.102 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disability Act, and the rights provided thereunder, are available from the DDA.

# DDA Director Report

September 2020

## ADMINISTRATIVE

- Wrote minutes from the August meeting.
- Prepared agenda and other materials for the September DDA meeting.

## MATTERS OF THE DDA

- Live from the Lot: I completed a number of tasks to assist the Ramsdell Theatre:
  - Wrote and sent letters to all businesses that introduced the event and offered help in identifying ways that the business may capitalize on the event to increase exposure and sales.
  - Contacted the Road Commission to clarify that there will be no road work on Merkey Road on September 19.
  - Contacted the Filer Fire Department to discuss emergency response the day of the event.
  - Reviewed and offered suggested edits to the promotional and marketing materials for the event: a flyer and a press release.
  - Posted the flyer for the event on the Township newsletter.

- Act 57 Reporting
  - All but a few items have been updated on the DDA tab of the Township website. Please go to the DDA tab to view the updated information.
  - Contacted Tom Stege to work on the financial reporting requirements.
- Cypress Plaza
  - I found a couple of different addresses for Saad Kassab, owner of Cypress Plaza, and have begun a letter writing campaign to create a relationship with him in order to help fill the vacant storefronts. My goal is to partner with him to allow for start up businesses or current cottage businesses looking for space to expand their operations or move to the next step of business development and move into a brick and mortar establishment.

Submitted by:  
 Tamara Buswinka, DDA Director

DATE: 8-26-2020

| Filer Township DDA Treasurer's Report     |              |             |                       |
|---|--------------|-------------|-----------------------|
| <b>A. Account Balances</b>                |              |             |                       |
| 1. Checking Account                       | \$651,107.23 |             |                       |
| Interest                                  | \$137.02     |             |                       |
| Tax Disbursement                          |              |             |                       |
| Summer 2019                               | \$2.38       |             |                       |
| Summer 2020                               | \$9,101.41   |             |                       |
| Disbursements                             |              | \$8,750.00  |                       |
|   |              |             | \$651,598.04          |
| <b>2. Certificates of Deposit</b>         |              |             |                       |
| a. Chemical Bank                          | \$205,021.56 |             |                       |
| b. Shelby State Bank                      | \$256,202.21 |             |                       |
| <b>Total DDA Funds</b>                    |              |             | <b>\$1,112,821.81</b> |
| <b>B. Invoices Submitted for payment:</b> |              |             |                       |
| Latitude 44 – 4 <sup>th</sup> Quarter     |              | \$6,250.00  |                       |
| Ramsdell Regional Center<br>for the Arts  |              | \$10,000.00 |                       |
|   |              |             | <b>\$1,096,571.81</b> |

## CHARTER TOWNSHIP OF FILER DDA RECAP

### 2020 EXPENSES

|           |                            |              |
|-----------|----------------------------|--------------|
| 1/1/2020  | Latitude 44 - 1st Quarter  | \$6,250.00   |
| 1/7/2020  | The Pioneer Group          | \$3,441.70   |
| 2/4/2020  | The Pioneer Group          | \$15.00      |
| 3/3/2020  | Mika Meyers                | \$45.00      |
| 4/1/2020  | Latitude 44 - 2nd Quarter  | \$6,250.00   |
| 3/9/2020  | Filer Township Tax Account | \$60.01      |
| 3/9/2020  | Charter Township of Filer  | \$90,000.00  |
| 1/8/2020  | Mika Meyers                | \$3,855.50   |
| 7/1/2020  | Latitude 44 - 3rd Quarter  | \$6,250.00   |
| 8/6/2020  | Richards & McDougall, PC   | \$600.00     |
| 8/6/2020  | Baird, Cotter & Bishop, PC | \$1,900.00   |
| 9/1/2020  | Ramsdell                   | \$10,000.00  |
| 10/1/2020 | Latitude 44 - 4th Quarter  | \$6,250.00   |
|           |                            | \$134,917.21 |

### 2020 REVENUE

|  |                            |             |
|--|----------------------------|-------------|
|  | Tax Revenue                | \$89,289.30 |
|  | Interest - West Shore Bank | \$1,102.79  |
|  |                            | \$90,392.09 |

Charter Township of Filer  
**PLANNING COMMISSION PUBLIC HEARING MINUTES**  
*September 15, 2020 held electronically*

**DRAFT**

Present: Roger Dittmer and Shirley Ball

Electronically present: Linda Rogers, Kathy Gutowski, Jennifer Williams, Karen Kolk

Absent: Christa Johnson

Also present: Larry Thompson, Zoning Administrator, Richard Wilson, Township Attorney

Public Hearing is being held electronically to prevent the spread of COVID-19 by complying to executive emergency orders issued by Michigan Governor Whitmer.

Public Hearing was called to order at 6:30 p.m. by Chairman Williams.

Purpose of Hearing was to receive public comments on a special use permit application for: Michelle Baltazar, 2233 Staunton St., Filer City, MI 49634, Parcel # 51-06-136-350-06, Located at 4985 Maple Road, Manistee, MI 49660, Filer Township, Manistee County, Michigan.

Application is for allowing a Medical Marihuana Provisioning Center Facility per Charter Township of Filer Ordinance 39 "Medical Marihuana Facilities" in the agricultural Residential District of Filer Township.

Comments From:

William McKenzie, special use permit applicant and Michelle Baltazar. Bob and Jean Oleniczak, Jim and Barb Gerard, Andy Keson all near-by neighbors to the proposed project.

Call from Mark Bergstrom – opposed

Agricultural-Residential District requires 5 acres and lot is .87/acre – house location qualifies is lawful as a non-conforming use. If applicant wants to change the use of corner, need to get a variance or re-zoning in the district.

Set back issues because of corner property, must meet both streets.

Issues Addressed:

Parking and Setbacks and Lot Size.

Planning Commission cannot vary terms. Zoning Board of Appeals needs to address the 5-acre requirement by variance – no unnecessary hardship is apparently seen. Setbacks and parking need addressing.

Applicant offered verbally that Spicer Group redesigned to now get 8 parking spaces.

Driveway location is a Manistee County Road Commission issue.



Christa Johnson entered the hearing.

Jim Gerard – lives more than 300 ft. away and would still like to be noticed. Should be only in a commercial district.

Motion by Ball, seconded by Johnson, to adjourn the Public Hearing. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes. 7 Yeas, 0 Nays.  
M/C

Public Hearing adjourned at 6:59 p.m.

Respectfully submitted,

Roger Dittmer, Secretary  
Charter Township of Filer Planning Commission

Charter Township of Filer  
**PLANNING COMMISSION REGULAR MEETING MINUTES**  
*September 15, 2020 held electronically*

**DRAFT**

Present: Roger Dittmer and Shirley Ball

Electronically present: Linda Rogers, Kathy Gutowski, Jennifer Williams, Karen Kolk

Also present: Larry Thompson, Zoning Administrator, Richard Wilson, Township Attorney and Terry Walker, Township Supervisor

Meeting is being held electronically in order to prevent the spread of COVID-19 by complying to executive emergency orders issued by Michigan Governor Whitmer.

Meeting was called to order at 7:00 p.m. by Chairman Williams.

Motion by Johnson, seconded by Gutowski to approve meeting agenda. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes. 7 Yeas, 0 Nays. M/C

Motion by Ball, seconded by Rogers to approve the August 18, 2020 Public Hearing Minutes. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Johnson-yes, Dittmer-yes, 7 yeas, 0 nays. M/C

Motion by Kolk, seconded by Johnson to approve the August 18, 2020 regular meeting minutes. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes, 7 yeas, 0 nays. M/C

McKenzie/Baltazar SUP Application. Discussion from the public hearing continued. Motion by Rogers, seconded by Kolk to deny the special use permit application for William McKenzie, Michelle Baltazar, 2233 Staunton St., Filer City, MI 49634 for parcel #: 51-06-136-350-06 located at 4985 Maple Road, Manistee, MI 49660, Filer Township, Manistee County, Michigan to allow a Medical Marihuana Provisioning Center Facility because the parcel fails to meet the minimum size requirements of Chapter 31, Section 3704 (5 acres) and fails to meet required setbacks from public roads. Also, there is a lack of adequate parking shown on site plan presented. Parcel is a legal non-conforming use as to the existing residential structure and use of the property; substitution of uses under Section 31.80.8008 is not applicable as proposed medical marijuana facility is not a higher use and substitution would not promote the public health, safety and welfare. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes, 7 yeas, 0 nays. M/C

SMARTrails Update: Karen Kolk updated Planning Commission on subject and referred to recent newspaper article.

Mason County Planning & Zoning Department updated County Master Plan. Distributed to neighboring communities for review and comments. Available online.

Reports:

Zoning Administrator-activity report for August 2020 reviewed, Permit for SUP.

Board of Trustees:

Meeting minutes from September 1, 2020 were reviewed.

Downtown Development Authority:

Meeting minutes from September 1, 2020 were reviewed.

Motion by Dittmer, seconded by Kathy to approve the Patrick Van Haren, 2732 Red Apple Road, Manistee, MI 49660, Special Use Permit to construct a 28' x 28' accessory building/garage with a ridge board of 21 feet.. Real property located in the Township of Filer, County of Manistee, Michigan and more specifically described as follows: Lot 43, Red Apple Beach Shores, according to the recorded plat thereof. Parcel No. 51-06-541-709-05. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes, 7 yeas, 0 nays. M/C

Public Comment:

Jan and Ken Borenitsch-short term rental to allow rentals for 27 days per year.

Short term rentals do not need to be limited.

John Konkol-additional revenue can be brought in to the community.

Suzanne and Jack Brunner-do not want short term rentals at all, ok with 27 days per year.

Linda Harding-lives where there are a lot of rentals and is worried about property de-valuation.

John Brunner-not set up for commercial activity, not enforcing our zoning ordinance.

Konkel-stated they had 6 renters this past summer, could live with 10 weeks per year.

Cindy Russell-should be 27 days or less.

Other Business:

Discussion regarding short term rental ordinance enforcement. Limit the number of days to rent.

Motion by Johnson, seconded by Kolk, to adjourn the meeting. Roll Call Vote: Rogers-yes, Gutowski-yes, Williams-yes, Ball-yes, Kolk-yes, Christa Johnson-yes, Dittmer-yes, 7 yeas, 0 nays. M/C

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Roger Dittmer, Secretary  
Charter Township of Filer Planning Commission  
02814792 1

Charter Township of Filer  
**Building & Grounds Committee**  
Rescheduled Regular Meeting Minutes  
**August 31, 2020**

Members Present: Ruben Ramon, Tom Williams, Bob Skiera, Terry Walker, Ron Gutowski, Jim Robke

Absent: None

Meeting called to order by Bob Skiera at 6:08 p.m.

Motion by Walker, seconded by Ramon to approve the July 27, 2020 meeting minutes. All in favor. M/C

No Public Comment

**New Business:**

- Capital Improvement Plan Synopsis projects 2021-2026: committee talked about playgrounds and equipment costs. Playground equipment estimate cost of \$40,000. Committee recommends to keep this on Capital Improvement Plan. Sidewalk repairs lower projected estimated cost of \$45,000. Pavilion for Oak Hill Park estimate cost of \$20,000 to \$25,000 and keep on CIP.

Motion by Gutowski, seconded by Robke to approve the roof repairs to the Fire Department from G. Freeland Roofing Systems, Inc. in the amount of \$505.00. All in favor. M/C

**Unfinished Business:**

- Quote for Rec. Center facelift: Committee recommends Township Board look at quote from Gutowski gathered possibly approve to purchase items. Committee decided to wait until October.
- Page Road: Has now opened up.
- Broken Swing at Oak Hill Park: Walker is working on insurance claims department.
- Parking lot seal coating completed.
- Quote on well at Magoon Creek: Skiera updated committee on water well.
- 

Motion by Skiera, seconded by Ramon to approve well at Magoon Creek in the amount of \$1,972.46 from Peterson's Well Drilling.

- ORV Ordinance: No new update. Walker reports he told Planning Commission about interest. Keep on agenda
- Township hat/signs completed.

Motion to adjourn by Gutowski, seconded by Robke. All in favor. M/C

Meeting adjourned at 7:32 p.m.

Respectfully submitted,

Tom Williams

# Monthly Report

**To:** Filer Township Board of Trustees  
**From:** Chief Jim Espvik  
**Date:** October 6, 2020  
**Re:** Activity Report for September 2020

---

|                           | Month of April | YTD Totals |
|---------------------------|----------------|------------|
| Total Calls for Service - | 24             | 192        |
| Medical -                 | 12             | 141        |
| Fire                      | 8              | 37         |
| Vehicle Crashes           | 4              | 13         |
| Gas Odor Complaints       | 0              | 2          |
| Calls to Horizon Pointe   | 0              | 13         |

The restricted access to our station due to the covid-19 pandemic is still in place. Employees only, others allowed by appointment as needed and approval only.

We are looking at ways to continue using the guidelines from the state and still keep up on everything. We have been working very hard getting the safety equipment needed to protect our fire department members from possible exposures. We have all the appropriate safety equipment in place for now.

We encourage everyone to follow the recommendations from the CDC and the Health Department. Stay Home Stay Safe, wear a mask when you go out, use social distancing, wash your hands.

Congratulations to Matt Falk who passed the State EMT Test and has become an EMT for our Department.

We are planning on having a Halloween parade this year with some changes due to Covid -19 we will follow the CDC and the State recommendations and mandates. We may have to cancel if the State or CDC change requirements.

Respectfully Submitted,  
Jim Espvik  
Filer Township Fire Chief



# Proposal

12238 Northwood Hwy.  
 BEAR LAKE, MI 49614  
 231-383-1148

|          |            |
|----------|------------|
| Date     | Proposal # |
| 1/6/2020 | 325        |

|   |
|---|
| Name / Address  |
| Filer Chtr. Twp.<br>2505 Filer City Rd.<br>Manistee, MI 496602558 |

|         |
|---------|
| Project |
|         |

| Description   | Qty | Total    |
|---|-----|----------|
| Labor   | 1   | 2,200.00 |
| Materials conduit, wire, fittings, hardware...                            | 1   | 675.00   |
| 20 kw Generator with automatic transfer switch                            | 1   | 4,987.00 |
| Electrical Permits  | 1   | 225.00   |
| JOB: TO install new generator at the Red Apple water tower... Thank you!! |     |          |

Signature \_\_\_\_\_

|              |            |
|--------------|------------|
| <b>Total</b> | \$8,087.00 |
|--------------|------------|