

CHARTER TOWNSHIP OF FILER  
2505 FILER CITY ROAD, MANISTEE, MI 49660  
BOARD OF TRUSTEES REGULAR MEETING MINUTES  
DECEMBER 3, 2024

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

Absent: None

Meeting was called to order by Supervisor Walker at 6:01 p.m.

Motion by Kruse, seconded by Krus to approve the meeting agenda moving item "K" to "A" and assign remaining items in sequence. All in favor. M/C

Motion by Kolanowski, seconded by Stege to approve the consent agenda as presented. All in favor. M/C

Public Comment: A State Tax Commission Appeal appearance request explained by the tax assessor.

Special Presentation:

Tom Kalina, Friends of the Pool, expressed desire to keep the pool at West Shore Community College open and is seeking public support. Request was made for all to contact the Board of Trustees at the college to fund the repairs.

Department and Committee Reports:

Upon Supervisors recommendation, motion by Chycinski, seconded by Stege to appoint Shirley Ball to the Planning Commission as liaison of the Township Board for a term ending November 20, 2028. All in favor. M/C

Motion by Ball, seconded by Kruse to approve the presented Application for Residential Land Use Permit form, correcting typos and adding mailing address. All in favor. M/C

Motion by Kruse, seconded by Kolanowski to approve the presented Land Use Permit form. All in favor. M/C

Motion by Walker, seconded by Chycinski to appoint Brian Krus and Dean Kruse to the Election Commission to serve a term ending November 20, 2028. All in favor. M/C

Motion by Krus, seconded by Kruse to approve an amount of \$5,000.00 to be used for purchase of a Lucas CPR Machine with remaining amount to be contributed by the Tribal Revenue Sharing Board and Filer Fire Department Auxiliary. All in favor. M/C

Motion by Walker, seconded by Stege to appoint Dean Kruse as Fire Department Liaison to serve a term ending November 20, 2028. All in favor. M/C

Public Comment: None offered at this time.

New Business:

Motion by Ball, seconded by Kruse, to approve the presented Resolution Establishing Poverty Guidelines for Exemption from Property Tax Contributions. Roll Call Vote: Kolanowski-yes, Krus-yes, Ball-yes, Walker-yes, Stege-yes, Chycinski-yes, Kruse-yes. 7 Yeas, 0 Nays. M/C

Upon Supervisors recommendation, motion by Kolanowski, seconded by Stege to appoint Jennifer Williams to a three-year term on the Planning Commission ending December 31, 2027. All in favor. M/C

Upon Supervisors recommendation, motion by Stege, seconded by Krus to appoint Glenn Mandeville to a three-year term on the Planning Commission ending December 31, 2027. All in favor. M/C

Upon Supervisors recommendation, motion by Chycinski, seconded by Krus to appoint Jennifer Williams as liaison from the Planning Commission to the Zoning Board of Appeals for a three-year term ending December 31, 2027. All in favor. M/C

Upon Supervisors recommendation, motion by Kolanowski, seconded by Kruse to appoint Bhavik Patel as member to the Downtown Development Authority for a four-year term ending December 31, 2028. All in favor. M/C

Upon Supervisors recommendation, motion by Kruse, seconded by Kolanowski to appoint Mathew Johnson as member to the Downtown Development Authority for a four-year term ending December 31, 2028. All in favor. M/C

Upon Supervisors recommendation, motion by Krus, seconded by Chycinski to appoint Teri Mandeville as member of the Board of Review for a two-year term ending December 31, 2026. All in favor. M/C

Upon Supervisors recommendation, motion by Krus, seconded by Chycinski to appoint Sue Mark as member of the Board of Review for a two-year term ending December 31, 2026. All in favor. M/C

Upon Supervisors recommendation, motion by Kolanowski, seconded by Kruse to appoint Ruth Skiera as member of the Board of Review for a two-year term ending December 31, 2026. All in favor. M/C

Upon Supervisors recommendation, motion by Krus, seconded by Stege to appoint Kathy Gutowski as an alternate to the Board of Review for a two-year term ending December 31, 2026. All in favor. M/C

Motion by Walker, seconded by Krus to approve the presented Ordinance Enforcement and Compliance Policy. All in favor. M/C

Motion by Kolanowski, seconded by Krus to approve the presented Ordinance Enforcement Officer job description. All in favor. M/C

Motion by Krus, seconded by Kolanowski for the Code Enforcement Officer to work 10-12 hours a week until backlog is caught up and after as needed. Rate of pay will be \$18.00 per hour, with a 90-day probationary period. Necessary equipment to be acquired and \$62.00/month for cell phone usage will be paid to the Enforcement Officer. All in favor. M/C

Motion by Stege, seconded by Walker, to approve the presented Downtown Development Authority Engagement Agreement with Latitude 44 and owner Tamara Buswinka for a period January 1, 2025 ending December 31, 2025 in the amount of \$25,000 annually to be paid in four equal payments as specified by contract. Roll Call Vote: Stege-yes, Chycinski-No, Kolanowski-No, Kruse-No, Ball-No, Krus-No, Walker-yes. 2 Yeas, 5 Nays. Motion Failed.

Motion by Kolanowski, seconded by Krus to approve the presented contract to renew the Jazzercise and Linda DeVries Rental Agreement at the Recreation Center for a one-year period beginning January 1, 2025 to December 31, 2025, offering Jazzercise dance/exercise classes three days per week, at a cost of \$160.00 per month. All in favor. M/C

Motion by Krus, seconded by Kruse to approve the presented Filer Township/Manistee Road Commission Road Preservation Project listing minus the Page Road project with the Road Commission and Township

contributing the stated amounts. Roll Call Vote: Walker-yes, Chycinski-yes, Kruse-yes, Stege-yes, Kolanowski-yes, Krus-yes, Ball-yes. 7 Yeas, 0 Nays. M/C

Motion by Stege, seconded by Krus to approve mileage and accommodations for the Township Assessor to attend the December 17, 2024 State Tax Commission meeting in Okemos, MI. All in favor. M/C

Motion by Kruse, seconded by Krus to approve the presented Contractual Services Agreement whereby the County of Manistee agrees to provide the necessary personnel and computer services for tax map and assessment roll maintenance, tax rolls and tax bills under current legal requirements to the Charter Township of Filer for the 2025 calendar year at a cost of \$4.65 per parcel. All in favor. M/C

Motion by Kolanowski, seconded by Kruse to approve the presented Contractual Services Agreement S.E.T. Summer Tax Collection between Manistee County and the Charter Township of Filer whereby the County of Manistee agrees to provide the Charter Township of Filer with the necessary personnel, materials, equipment and technology to prepare the summer tax billing for the State Education Tax 2025 Collection at a cost of \$1.00 per parcel. All in favor. M/C

Motion by Ball, seconded by Kruse to approve the presented RESOLUTION OF THE CHARTER TOWNSHIP OF FILER BOARD OF TRUSTEES PURSUANT TO RESOLUTION NO. 2001-06A and 1954 P.A. 188, AS AMENDED, REDETERMINING THE TOTAL COSTS OF SERVICES FOR THE YEAR 2024 AND DIRECTING THE SUPERVISOR TO EXTEND SUCH COSTS UPON THE HORIZON POINTE SPECIAL ASSESSMENT ROLL. Roll Call Vote: Walker-yes, Kolanowski-yes, Krus-yes, Ball-yes, Stege-yes, Chycinski-yes, Kruse-yes. 7 Yeas, 0 Nays. M/C

Motion by Kruse, seconded by Krus to adjourn the meeting. All in favor. M/C

Meeting adjourned at 7:30 p.m.

Submitted,

Shirley Ball  
Township of Filer Clerk