

**Presque Isle Township  
Board of Trustees Meeting Agenda  
August 14, 2023 - 4:00 p.m.**

**\*Call to Order**

**4:00 pm**

**\*Pledge of Allegiance**

**\*Roll Call:**

**\*Approval of Agenda:**

**\*Approval of Minutes:** (July 10, 2023) and (July 20, 2023)

**\*Audience Comments:**

**\*Correspondence:**

**\*Unfinished Business:**

- Alpena City Ambulance Meeting – M. Devers

**\*New Business:**

- Early Voting – Proposal #2
- Recreation Plan
- Facility Manager
- Business Directional Signs
- Letter of Support – Holcim Properties regarding Lake Esau

**\*REPORTS:**

**Leader/Liaison**

**Treasurer** (Please see attached report.)

Jennifer Wieczorkowski

**Clerk** (Please see attached report.)

Cynthia Paavola

**Planning Commission Liaison** (Please see report.)

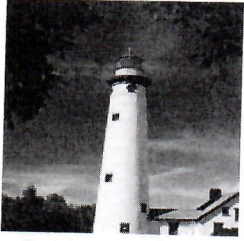
Cynthia Paavola

**Parks and Recreation** (Please see attached report.)

Jennifer Wieczorkowski

**ZBA Liaison** (Please see attached report)

Drew Matuszak



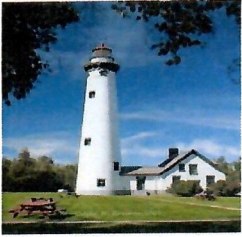
**Presque Isle Township  
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<b>Zoning Administrator</b> (Please see attached report).	Steve Lang
<b>Assessor</b> (No Report)	Laurie Spencer
<b>Museum Society</b> (Please see attached report.)	Sherry Milstein
<b>Library Report</b> (No Report)	Judy Kimball
<b>Cemetery Sexton</b> No Report	Bob Torsch
<b>Facilities &amp; Project Mgr.</b> (Please see attached)	Matt Bedard
<b>Fire Chief</b> (Please see attached report)	Bill Forbush
<b>EGLFD</b> (Please see attached report.)	Beth Koel

**\*AUDIENCE COMMENTS:**

**\*ADJOURNMENT:**

**\*MEETING REMINDER:** The Board of Trustees will meet again on Monday, September 11, 2023, at 4:00 P.M.



**Presque Isle Township  
Board of Trustees Meeting Minutes  
July 10, 2023 - 4:00 p.m.**

**\*Call to Order**

**4:00 pm**

**\*Pledge of Allegiance:** The Pledge of Allegiance was recited.

**\*Roll Call:** S. Lang, C. Paavola, J. Wieczorkowski, M. Devers and M. O'Neill

**\*Approval of Agenda:** Approved

**\*Approval of Minutes (June 12, 2023)** M. Devers motioned to approve the minutes as written. M. O'Neill seconded the motion. All ayes; motion approved.

**\*Audience Comments:** None

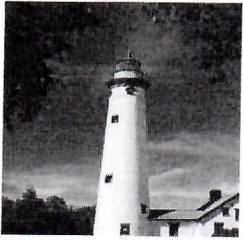
**\*Correspondence:** None

**\*Unfinished Business:**

- **Bike Path Signage :**  
A presentation is being made to the County Road Commission for bike path signage to be used for the bike path only and not for parking. They are also getting stencils and paint. The County inmates will be doing the painting.
- Presque Isle Twp Ambulance, Transport Connect are postponed until the special Board of Trustees Meeting on July 20, 2023 at 10:00 a.m.
- **Cell Phones:**  
Four cell phones for officers in the Township are ordered from Consumer Cellular for use for Township business only.

**\*New Business:**

1. **Garrity Hall:**  
Garrity Hall will be divided by 1/3 for Facility equipment. The other 2/3 will be for tables and chairs usage.



**Presque Isle Township  
Board of Trustees Meeting Minutes  
July 10, 2023 - 4:00 p.m.**

**2. Side by Side:**

A side by side was discussed. S. Lang motioned to approve \$12,999 for the side by side to be used by the Facilities crew. M. Devers seconded the motion. Roll call vote. All ayes; motion approved.

**3. Parks & Recreation Grant Maintenance Building:**

Parks and Recreation will be moving forward with NEMCOG for grants for a maintenance building.

**\*REPORTS:**

**Leader/Liaison**

**Treasurer** (Please see attached report.)  
Treasurer's report was received and filed.

Jennifer Wieczorkowski

**Clerk** (Please see attached report.)  
The Clerk's report was received and filed.

Cynthia Paavola

C. Paavola discussed the First Right of Refusal Resolution #1.2023 for property that was foreclosed by Presque Isle County. C. Paavola motioned to waive the first right of refusal to all tax-foreclosed parcels. S. Lang seconded the motion. All ayes; motion carried. The resolution will be sent to B. Lalonde, Treasurer, Presque Isle County.

**Planning Commission Liaison** (Please see report.)

Cynthia Paavola

**Parks and Recreation** (No Report)

Jennifer Wieczorkowski

**ZBA Liaison** (Please see attached report)

Drew Matuszak

**Zoning Administrator** (No Report)

Steve Lang

**Assessor** (No Report)

Laurie Spencer

**Museum Society** (Please see attached report.)

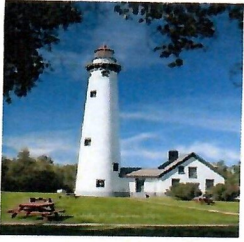
Sherry Milstein

**Library Report** (No Report)

Judy Kimball

**Cemetery Sexton** No Report

Bob Torsch



**Presque Isle Township  
Board of Trustees Meeting Minutes  
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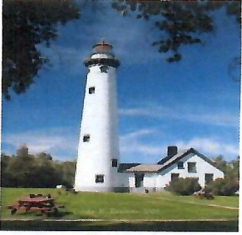
<b>Facilities &amp; Project Mgr.</b> (Please see attached)	Matt Bedard
<b>Fire Chief</b> (Please see attached report)	Bill Forbush
<b>EGLFD</b> (Please see attached report.)	Beth Koel

**\*AUDIENCE COMMENTS:**

**\*ADJOURNMENT:**

**\*MEETING REMINDER:** The Board of Trustees will meet again on August 14, 2023, at 4:00 P.M.

DRAFT



**Presque Isle Township  
Board of Trustees Mtg. Minutes  
July 20, 2023 – 10:00 a.m.  
Special Fire Dept Contract Mtg**

**\*Call to Order**

**10:00 a.m.**

**\*Pledge of Allegiance:** The Pledge of Allegiance was recited.

**\*Roll Call:** M. Devers, S. Lang, M. O'Neill, C. Paavola, J. Wieczorkowski

**\*Approval of Agenda:** C. Paavola motioned to approve the agenda as presented. M. O'Neill seconded the motion. All ayes; motion carried.

**\*Audience:** A. Harmon, Presque Isle Twp. Fire Department, Ron Fournier, President, and Paul Fournier, Fire Chief representing East Grand Lake Fire Department. Via ZOOM: D. Nowak, Bill Forbush

**\*New Business:**

- Discuss Contract Draft from Alpena Fire Department  
The Board of Trustees had a lengthy discussion regarding the recently received contract from Alpena for ambulance service to Presque Isle Township, District 2. A decision from the Board is required by August 31, 2023. Many options were considered for the presentation to Alpena on August 31, 2023. The final three options are as follows:
  1. Offer Alpena \$350. per run for 90 days.
  2. Offer \$2,000 plus \$250. per run for 90 days giving the Board of Trustees time to explore other options.
  3. Offer \$4,000 per month for uninterrupted ambulance service for one year giving the Board of Trustees time to explore other options.

Note: The above options include a 30-day breakaway clause.

S. Lang motioned to approve these options. M. Devers seconded the motion. All ayes; motion carried.

- Long-Range Capital Plan  
The Board discussed the necessity of preparing a long-range capital plan for the Township.

\* With no further discussions, meeting adjourned at 12:13 p.m.

\* Reminder: Next Board of Trustees Meeting is August 14, 2023.

User: JWIECZORKOWSKI Post Date from 07/01/2023 - 07/31/2023 Open And Completed Receipts  
 DB: Presque Isle Twp

Bank	Receipt Item	Reference Number	Count	Amount
<b>Bank Curre CURRENT TAX</b>				
STAX	SUMMER TAX		1656	569,176.13
Totals: Bank Curre CURRENT TAX			1656	569,176.13
<b>Bank Enter ENTERPRISE FUND</b>				
GIFTSHOP	GIFT SHOP REVENUE		128	46,664.72
PARKREV	PARK IMPROVEMENT REVENUE		55	1,352.65
SOM TAX	SALES TAX DUE TO THE SOM		62	1,600.48
Totals: Bank Enter ENTERPRISE FUND			245	49,617.85
<b>Bank GEN GENERAL CHECKING</b>				
BURIAL	BURIAL FEE		3	600.00
CEMPLOT	CEMETERY PLOT		1	800.00
HALLRENT	RENTAL OF TWP HALL		1	150.00
LHRFUND	LIGHTHOUSE RESTORATION FUND DONATION		1	6,000.00
MISC	MISCELLANEOUS		2	500.07
OLHRENT	OLD LIGHTHOUSE RENTAL		2	100.00
PRDONATE	MISC		3	1,558.00
TAXADMIN	ADMIN FEE		1	3,072.61
ZONEFEE	ZONING FEE		5	620.00
Totals: Bank GEN GENERAL CHECKING			19	13,400.68
Grand Totals			1920	632,194.66

Receipt Details

Receipt Details For Bank: GEN - Receipt Code: MISC			
Receipt Number	Post Date	Reference Number	Amount
49037	07/22/2023	89TH DISTRICT VOUCHER (FINE)	69.99
49272	07/27/2023	MISCELLANEOUS	430.08
Total:			500.07

Presque Isle Township  
Expenditure report for the month of July 2023

General Fund	\$ 49,483.88
Special Revenue -FD	\$ 3,337.15
Enterprise	\$ 13,143.70
Payroll	\$ 8,825.94
Gift Shop Bi-weekly 7/2	\$ 3,862.63
Gift shop Bi-weekly 7/16	\$ 3,956.50
Gift shop Bi-weekly 7/30	\$ 4,147.01

TOTAL FOR THE MONTH OF JULY 2023

\$ 86,756.81

*Cynthia Laroche*



Planning Commission committee report

To the Township Board of Trustees

Meeting August 7, at 7:00 pm

New Business:

Three site plans for accessory structures.

Habermehl Site Plan-motion to approve 5 ayes

Kamysiak Site Plan -motion to approve 4 ayes, 1 nay

Neis Site Plan-motion to approve - 5 ayes (conditional **no** drain in building)

All three proposed to add an addition size to their pole barn.

Unfinished business:

Rick Kurkerchian secluded himself. Removed himself from the board table. He gave an update on the Woods of Presque Isle Condo's time line.

Cordially,

A handwritten signature in black ink, appearing to be 'Cynthi Paavola', written in a cursive style.

Cynthi Paavola

Planning Commission Special Meeting

July 18, 2023

Report to the Board of Trustees

Steve Lang brought forth an issue of a pole barn in Presque Isle Township and Krakow as one parcel. Much discussion on what, where and how.

**NEW BUSINESS:** Accessory Structure Size for R-1 and R-2

Detailed criteria:

2400 square feet in the R-1 district or more than 1200 SF in R-2 district. May not exceed a size of 20% of the occupied space of the total lot size. The structure may not obscure the view of a dwelling on an adjoining lot. Green Belt for all structures, property grade, runoff adjoining property, height, formula that would determine a maximum size base lot size. May not change the character of the neighborhood. May not shadow onto adjoining property. Runoff onto adjoining properties. Establish a green belt. (The PC will propose the above criteria to be amended to the Zoning Ordinance)

Cordially,



Cynthia Paavola, Liaison to PC

TO: Parks & Recreation Committee  
FROM: Jennifer Wieczorkowski  
DATE: July 31, 2023  
RE: Board of Trustees Report



Committee Members,

- Approval was granted to purchase a side-by-side for the use of the maintenance employees. This will assist them with being able to maintain the trail system and other tasks within the parks.
- UPDATE: Bike Path Painting/Striping was discussed, and an amount approved for up to \$5,775 of the \$9,606 that is available from the original fundraising to create the bike path. Steve Lang was going to discuss this with David Kowalski to determine the best time to have the path painted. – There has been an amendment to this prior motion. The board approved permanent signage to be placed, along with some stenciling. (See Photo)
- Garrity Hall is currently being modified. The main area is being sectioned off between the garage door and the service door. This will allow for the establishment of the Shipwreck Exhibit, as well as provide a more permanent place for our touring visitors to go and rest or get out of the weather.
- Discussion was had regarding the possibility of obtaining a grant with the help of NEMCOG (Northeast Michigan Council of Governments). It was recommended that this project be turned over to the Parks and Recreation Committee.
- Approval was granted to purchase cameras for both the location site of the ballot drop box and for the recycling bins. These will be installed sometime in August-September.
- The board waived their right to the 32 foreclosed upon properties from the County Treasurer.
- The Board of Trustees voted to hold a special meeting regarding the proposed contract with the City of Alpena EMS. The meeting was scheduled for July 20<sup>th</sup> at 10:00 am.

PRESQUE ISLE TWP ZBA

ZBA REPORT FOR 8/15/23 TWP BOARD MTG

- ZBA MTG HELD 7/11/23
- TWO REQUESTS FOR VARIANCE REVIEWED.

1) STEVE PAULY - APPROVED

POLE BARN (ACCESSORY BLDG) ON LESS  
THAN ONE ACRE

SEE ATTACHED DETAILED REPORT

2) STEWART KATH - DENIED

GARAGE WITH ONE FOOT SETBACK

SEE ATTACHED DETAILED REPORT

SUBMITTED BY ZBA CHAIR: DREW MATUSZAK

Motion with Conditions

SUBMITTED BY ZBA CHAIR: DREW MATUSZAK 7/11/23  
I make a motion to approve the site plan presented and submitted by:

(Applicants name) PAULY  
STEVEN ~~PAULY~~ & SCOTT SCHELLIE

For: (state what they are asking for in application) MOTION: " ON 7/11/23 GRANT A VARIANCE TO BUILD AN ACCESSORY STRUCTURE ON LESS THAN ONE ACRE WHICH MEETS ALL PRESQUE ISLE ORDINANCE REQUIREMENTS AND IS CONTINGENT ON APPROVAL BY KRAKOW TWP FOR PARCEL 061-025-000-071-01" VERIFICATION OF COMPLIANCE BY PRESQUE ISLE ZONING ADMINISTRATOR

As detailed in application for the property known as: (name of business)  
REASON FOR APPROVAL: PROPERTY IS UNIQUE AS IT IS PARTIALLY IN PRESQUE ISLE AND PARTIALLY IN KRAKOW. ALL ROAD FRONTAGE IN KRAKOW. NO ROAD VISIBILITY IN PRESQUE ISLE. SPIRIT OF ORDINANCE IS MAINTAINED.

(Property ID #) PARCEL# 122-030-000-002-01

With the following conditions as referenced in Section MEETS REQUIREMENTS OF PRESQUE IS ZONING ORDINANCE AND APPROVED BY KRAKOW TWP FOR PARCEL # 061-025-000-071-01  
MOTION APPROVED - 4 YES  $\emptyset$  NO

Motion without Conditions

SUBMITTED By ZBA CHAIR: DREW MATUSZAK 7/11/23

I make a motion to approve the site plan presented and submitted by:

(Applicants name)

STEWART KATH

For: (state what they are asking for in application) MOTION: "GRANT

A VARIANCE TO BUILD A GARAGE WITH

A ONE FOOT SETBACK."

As detailed in application for the property known as: (name of business)

17633 BIRCH ST

(Property ID #) PARCEL 170-029-000-051-00

MOTION DENIED AT ZBA HEARING ON 7/11/23 BY A VOTE OF 4 NO AND 0 YES. REASON FOR DENIAL: PROPERTY OWNER IS ABLE TO BUILD A GARAGE JUST NOT A TWO CAR GARAGE. NO PRACTICAL DIFFICULTY EXISTS. REQUEST IS A "WANT" NOT A "NEED".

## Zoning Administrator Report for Board of Trustees Meeting 8/14/23

### Land Use Permits

5 Dwellings

4 Accessories Structure

1 Deck

1 Shed

1 Fence

Answered 1 Dog Complaint and sent Dog Ordinance

Answered 1 Noise Complaint. Spoke to individuals involved. So far so good

Found 2 more STR's

Collected applications and fees for 3 new STR's

Outdoor light complaint. Working with owner. Complainer has hired an attorney

STR Loheed getting from neighbor. Visited me and we have a plan

Detloff dump truck parked on his property. Letter now gone.

Docks wow!!!

Submitted by Steve Lang



The summer at the 1905 House is going strong. Our volunteers are greeting and educating the Viking guests and others who visit our area.

Our volunteer appreciation pancake breakfast will be held on Saturday, August 19 at the township hall.

The Michigan Lighthouse Festival Maritime Market at the New Presque Isle Lighthouse park on August 5 was a huge success. It was a beautiful day and the crowds came! There were 30 craft and sister lighthouse vendors and 3 food vendors. Almost everyone was very pleased with their sales. Estimating numbers is hard but based on food sales, we think there were at least 1500 people. The numbers are probably better estimated by the number of climbers that day!

The Lighthouse Photography contest and Presque Isle Lighthouse Art Contest for young (school-aged) artists is still underway. Submissions for both contests will be made digitally and judged by members of the board and community volunteers.

There will be a raffle again this year. Janet Stratley has graciously donated a print of her New Presque Isle Lighthouse painting "Out of the Woods" for our raffle.

To keep our members and visitors informed, our website, [www.PresqueIsleLighthouses.org](http://www.PresqueIsleLighthouses.org), has a fresh new look and more content. The redesign has added historical information, interesting stories, and photo galleries. A new feature is the Presque Isle Happenings Calendar, which includes events hosted by many of Presque Isle's community organizations. Check back often to see what's new!

P.O. Box 208 • 4500 East Grand Lake Road • Presque Isle, MI 49777  
web: [www.PresqueIsleLighthouses.org](http://www.PresqueIsleLighthouses.org) email: [pilighthouses@gmail.com](mailto:pilighthouses@gmail.com) phone: 989.787.0814



August 14, 2023

Memorandum For:  
Presque Isle Township, Board of Trustees  
From: Matthew G. Bedard, Facilities & Projects Manager

Subject: Project Status Report, August 2023

Our contracts for hail damage repairs to the lighthouse parks facilities and real property assets are fully in-progress. The cedar shake roofing of the 1870 building is 95% complete. Old Lighthouse garage is complete with asphalt shingle replacement and the new overhead door is installed; remaining work is at 60% complete. The Old Lighthouse cottage is 50% complete with a cedar shake replacement. The bell pavilion roof replacement is complete; however, we identified additional support post deterioration requiring some additional work from our contractor to repair those damages. The next phase of work will begin with the 1905 house roof. The metal roof will be replaced with cedar shakes. The porch roof will also require extensive framing repair. The traffic speed bumps project, throughout both parks, is 90% complete with one section left to place at the Old Lighthouse Road. Lawn maintenance is continuing throughout the parks and township properties.

#### 1. Facility Maintenance:

Job Order MB 5410223 is a repair project to repair/replace the communication receiver and sending unit at the 1905 House Museum Facility. The existing system utilized cellular transmission to communicate remotely with the central monitoring system. The new receiver has ethernet compatibility to connect with our Starlink internet service. Once connected, this capability should provide most consistent connectivity and service performance. Status: In-progress.

Job Order MB 5430123 is a repair project to repair the outer affixed windows in the New Lighthouse Tower. Many of the windows have deteriorated or missing window glazing, cracked panes, or deteriorated frame support. Status: In progress, 75% complete.

Job Order – MB 5220119, is a repair project to replace the rotted areas of the service garage fascia and door panels. Additional work requires repair and painting of the garage door. Status: Changed to a Work Order, scheduled for Summer, 2023 and after other identified damages from the May 2022 Hailstorm are repaired under contract. Status: In-progress, 60% complete.

Job Order MB 5440922 is a maintenance upgrade to extend a flexible branch line to a heating diffuser in the tool and maintenance room within Garrity Hall. This project will supply heat to the tool room where we store paint and cleaning supplies to prevent frost damage. Status: In Progress.

Job Order: MB 5470623 is a repair project to repair, replace, and re-paint the range tower display at the entrance of the New Lighthouse Park. We are replacing the signal sign

# **East Grand Lake Fire Department**

**Monthly meeting was held August 2, 2023**

**There were 1 fire run and 11 medical runs**

**1 Intercept**

**1 Basic**

**5 No transport**

**2 City of Alpena transported**

**2 Mutual aid Rogers City (transported 1 and RC  
transported the other)**

**1 fire run**