

Bank	Receipt Item	Reference Number	Count	Amount
<b>Bank Curre CURRENT TAX</b>				
	WTAX	WINTER TAX	4	11,104.28
Totals: Bank Curre CURRENT TAX			4	11,104.28
<b>Bank Enter ENTERPRISE FUND</b>				
	MISC	MISCELLANEOUS	1	451.98
	PARKREV	PARK IMPROVEMENT REVENUE	2	10,000.00
Totals: Bank Enter ENTERPRISE FUND			3	10,451.98
<b>Bank GEN GENERAL CHECKING</b>				
	DENIALS	PRE DENIALS	1	3.60
	HALLRENT	RENTAL OF TWP HALL	1	21.00
	OPERATE	PI TWP OPERATING	1	5,651.03
	PENALTY	INTEREST / PENALTY	2	3,875.90
	TAXADMIN	ADMIN FEE	2	1,269.01
	ZONEFEE	ZONING FEE	5	210.00
Totals: Bank GEN GENERAL CHECKING			12	11,030.54
<b>Bank Speci SPECIAL REVENUE</b>				
	BLUE H	BLUE HORIZON ROAD MAINTENANCE	1	489.84
	FIRE SA	SPECIAL ASSESSMENT FOR FD #2	1	4,537.37
Totals: Bank Speci SPECIAL REVENUE			2	5,027.21
Grand Totals			21	37,614.01

Received of: CITI Address Receipt: 56690 Status: Completed  
 Description/Notes: REFUND ON CITI CARD Cashier: JWIECZORKOWSKI Post Date: 03/25/2024  
 Batch: Workstation:

**Receipt Items:**

Receipt Item	Reference	Amount	Distributions
MISC	MISCELLANEOUS	\$451.98	Distributions...

## Expenditures for the month of March 2024

General Fund	\$ 31,930.57
PITWP Fire Department	\$ 4816.08
Blue Horizon	\$ 150.50 (snowplowing)
Payroll	\$ 21,900.25
Total Expenditures	\$ 58 257.40

This concludes my report.

Cynthia Paavola



Report to the Board of Trustees

From the Planning Commission

April 1, 2024

Public Hearing: C-1 Zoning District changes were approved

Unfinished business: Report that the Letter to the DNR was sent

More discussion about the Potential Time of Transfer Ordinance was a great discussion by many audiences' input. The May meeting it will also be on the Planning Commission Agenda May 6, 2024 @6:00 pm.

New Business: A great deal on comments against the Public Act 233 (Commercial Wind Energy and Solar). The Planning Commission has no intention to change the Ordinance that is in place.

Reports were given.

This concluded my report.



Cynthia Paavola, Liaison

TO: Board of Trustees  
FROM: Jennifer Wieczorkowski  
DATE: April 1, 2024  
RE: P&R Report



Board of Trustees,

- A proposed Calendar of Events for 2024 was prepared and presented for corrections/updates. See attached.
- ARPA Fund Recommendations:
  1. 30,000 for the Parking Lot at the New Lighthouse Park area.
  2. 70,000 for Park Development – working towards ADA compliance on the property across the street from the Township Hall.
  3. 8,000 for the Shooting Range Development/Partnership. Should this not be permitted, due to issues with restrictions from the DNR we recommend using the funds for:
    - Playground equipment at Range Light Park.
- Committee to consider the language for signage to be used at the DNR Parking Lot.
- Christmas Tree Sponsorship – Discussion on:
  1. Holding the event again – Yes
  2. Using the same tree vendor – Yes
  3. Some tweaking may need to be made regarding putting the tree up and having them taken down by a specified date.
- Updates were provided on:
  1. Facilities
    - Looking ahead to projects going on within the parks.
    - The tent will possibly need to be replaced next year. The tent is very large. A recommendation was made to perhaps purchase multiple smaller tents for ease of putting up and taking down.
  2. Summer Programs
    - Three bands have already been booked for the summer.
    - The committee will be putting together a one-page contract/information sheet for the bands to address: date of concert, family friendly show, no profanity, who to make the check out to, if they would like their check mailed/or the night of the concert.
  3. Directional Signs
    - Brief update on the directional signs. Nothing was confirmed at this time due to changes in price and new possible assistance from a community member.
- Light up the Sky Run/Walk at the New Lighthouse Park – Memorial Weekend. The committee has agreed to again partner with Carrie Morrison and her crew to hold the 5K Run, with proceeds benefiting the fireworks.

## 2024 Calendar of Events

Saturday	April 13th	Spring Road Clean-Up	10am - Noon
Saturday	April 20th	Rain Date for Road Clean-Up	10am - Noon
Monday	April 25th	Parks & Recreation Meeting	6pm
Friday	May 24th	Gift Shops Open	
Sunday	May 26th	Light Up The Sky 5K Run/Walk	9am - 10am
Tuesday	May 28th	Parks & Recreation Meeting	6pm
Saturday	June 15th	Table at the Wooden Boat Show	9am - 3pm
Monday	June 24th	Parks & Recreation Meeting	6pm
Wednesday	July 3rd	Summer Concert	6pm-9pm
Saturday	July 6th	4th of July Picnic	11am-1pm
Wednesday	July 10th	Summer Concert	6pm-9pm
Wednesday	July 17th	Summer Concert	6pm-9pm
Wednesday	July 24th	Summer Concert	6pm-9pm
Monday	July 29th	Parks & Recreation Meeting	6pm
Wednesday	July 31st	Summer Concert	6pm-9pm
Saturday	August 3rd	Sunrise Lighthouse Collaborative Event	TBD
Wednesday	August 7th	Hold for Possible Rain Date for Summer Concert	6pm-9pm
Monday	August 26th	Parks & Recreation Meeting	6pm
Saturday	September 21st	Fall Road Clean-Up	10am - Noon
Saturday	September 28th	Rain Date for Road Clean-Up	10am - Noon
Monday	September 30th	Parks & Recreation Meeting	6pm
Saturday	October 12th	Autumn Lights Festival	11am - 2pm
Monday	October 14th	Gift Shop Closes for the Season	
Monday	October 28th	Parks & Recreation Meeting	6pm
Monday	November 25th	Parks & Recreation Meeting	6pm
Saturday	December 7th	Christmas Tree Lighting Ceremony	6pm

## Zoning Administrator Report for PC Meeting 4/1//24

### Land Use Permits

3 Dwellings

2 accessory structures

1 deck rebuild

Sent 15 Letters to last year's STR – Getting more revenue from STR (8)

Met with the PIHA Board of Directors to discuss zoning issues revolving around the zoning map. Our map shows all of PIHA R-2 zoning which of course is not, I believe, the proper zoning assignment for the common properties of the Association. The Board of PIHA has set up a small committee to meet with me regarding the issue.

I have changed my Land Use Application to require a floor plan and elevations and a construction plan. I am holding 3 structures that fall short of the required information I need to issue the permit.

I have received all required information with regards to the cell tower on US 23. Denise Cline and I have reviewed the submissions and application and we both agree that this issue should move forward. I will have packets out this week to you so you may review the ordinance and make a site visit. The May 6, 2024 PC will have this on your agenda for a public hearing.

Cynthia Paavola and I met with Bob Macomber the Drain Commissioner Presque Isle County and Mike Cermak regarding Holcim's Lake Esau property and possibly subdividing the property. Also spent time talking about the lake level special assessment districts for Lake Esau and Grand Lake. I have information about the MI Subdivision Act and a drawing of land splits by Holcim. If you wish to have them, I will email to you.

Bob Macomber will be a guest presenter at the Board of Trustees meeting on May 13, 2024 at 4:00 pm. To talk to the Board and the public about these issues that will affect the residents and taxpayers of the Township. Since the County Commissioners are basically in charge of the special assessments for lake levels, I will have John Chappa also attend the meeting.

Submitted by Steve Lang

Assessor Report April 08, 2024

---The State Tax Commission has notified Presque Isle Township that it has been selected to be reviewed as part of the 2024 audit program. I am currently submitting the documents requested to the MiSuite account.

--- The assessor's office will begin our annual 20% review of parcels when the weather permits. That is a field review of approximately 1,000 parcels.

---There are changes in Building & Zoning and the Treasurer's Office with the resignation of both Department Heads. I will be monitoring to see if any changes will have an impact on the assessor.

---There is a tremendous need for more accurate tax maps. I have been talking to various individuals to see what can be done to improve accuracy.

---The township's assessor's database is online and has been updated to the 2024 assessment roll. This lookup is free to the taxpayer/owner but costs \$6 a parcel for others.



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

April 2, 2024

Steve Lang  
Presque Isle Township, Presque Isle County  
12653 E. Grand Lake Rd.  
Presque Isle, MI 49777

Dear Steve Lang,

The State Tax Commission (STC) at their meeting on August 23, 2022, approved the Assessment Roll Audit as required by Public Act 660 of 2018 and the Assessment Roll Audit Schedule for 2023-2027. This letter serves as notification that your local unit has been selected to be reviewed as part of our 2024 audit program which will be a review of your 2024 assessment roll.

The Commission has contracted with Reason Consulting to conduct the audits. Reason Consulting will be in contact with you to set a schedule for your Assessment Roll Audit. The Commission expects and appreciates full cooperation from each local unit to complete the audits in a timely manner.

Included with this letter, you will find instructions for your assessor to provide a copy of the 2024 assessment database along with instructions to provide all necessary documents utilizing the MiSuite online filing cabinet. A checklist of required documents is also included. The database and required documents must be uploaded within 21 days of receiving this letter.

A copy of the Assessment Roll Audit form with links to requirements and other helpful information is available on the STC website at [www.michigan.gov/treasury/local/stc](http://www.michigan.gov/treasury/local/stc). Should you have any questions, please contact [AssessingReformQuestions@michigan.gov](mailto:AssessingReformQuestions@michigan.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "David Buick".

David A. Buick, Executive Director  
State Tax Commission

Cc: Local Unit Clerk  
Local Unit Assessor  
County Equalization

(A physical copy will be sent via mail to the  
Local Unit Clerk and Supervisor/Manager)





STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

### **Database Upload Instructions for BS&A Users**

Please follow these instructions for uploading your database file to the State FTP site:

1. Click on **Help>About** - verify your license is for the correct unit of government
2. If necessary, create a **new** backup of the archived 2024 database (.zip file).  
Export a complete backup/copy, not a values .txt file
3. Save the backup file on your computer desktop
4. When ready to send, click on **Help>FTP>FTP to State**
5. File to upload defaults to last backup location used, if necessary, click Browse
6. Browse for your backup file to send
7. Click OK (prompt should appear identifying your City/Township license file successfully uploaded)

### **Filing Cabinet Instructions and Checklist**

Please provide documents utilizing the MiSuite filing cabinet. The filing cabinet is accessed by logging into your MiSuite account and selecting the P.A. 660 Audit icon. If you have more than one jurisdiction, please make sure you select the appropriate unit from the jurisdiction drop down menu. Click the file cabinet file icon for the current year, click upload file, select files, and choose the appropriate file. You may enter a description of the file before uploading.

- Assessor's Certification of the Assessment Roll, L-4037
- Land Value Determination documentation
- ECF Analysis documentation
- Written policy under which its assessor's office is reasonably accessible
- Sample of latest Notice of Assessment supplied to taxpayers
- Form 5730, Assessing District Department Staff Training Report
- Form 5731, Assessing District Required Board of Review Training Report
- Form 5852, Administration Fee Certification, must be completed by the local unit supervisor, city manager, or highest elected official
- Written policy detailing personal property canvass process
- Minutes from the most recently held July and December Board of Review meetings
- Written policy detailing process for determining exemptions
- Form 5823, Assessment Duties Audit, which must be completed by the local unit supervisor, city manager, or highest elected official. If the Supervisor is also the Assessor of record, Form 5823 must be completed by the Clerk or Treasurer of the local unit.
- Current Poverty Guidelines, including the asset test

P.I. District Library

March 2024

- Jeff Hopp has decided not to continue on the board as his term expired at the end of December
- Becca Hall is now the Chairman
- Subscriptions to Ancestry and Detroit Free Press were cancelled due to lack of use / price increases.
- Anne Belanger is working on a grant for a mural on the Theater wall.
- Kelly Altman is working on a grant for phonics kits that would be available at each branch
- Lease agreement with RCT has been approved by the library board and hopefully will be approved by the RCT board
- Kelly Altman will be having special events at all branches relating to the April 2024 solar eclipse.

Judy Kimball

April 3, 2024

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

Subject: Project Status Report, April 2024

The removal of Christmas tree displays and outdoor lighting projects at the New Lighthouse Park is complete. The support posts, lights, cords, etc... will be stored for future use. Spring clean-up on the park grounds, trail maintenance and equipment repairs are in progress. We are projecting to open the water lines to the Old Lighthouse and New Lighthouse parks in the first week of May, providing forecasted weather continues to project above-freezing nightly temperatures. We have begun our purchases for seasonal start-up supplies needed for grounds and facilities maintenance. The estimated cost for these complied supplies is: \$2,000.

#### 1. Facility Maintenance:

Job Order MB 5420224 is a repair project to replace a degraded electrical line supporting the upstairs lighting in the 1870 Keeper's House. The project will be completed via contract from a licensed electrician. Estimated cost \$1,000.

Job Order MB 5410124 is an upgrade project to increase the number and load capacity of exterior outlets located on the exterior walls of the 1905 House. The current double-receptacle box is near its maximum load drawn from activities in the New Lighthouse Park. We replaced the exterior outlets with 20-amp GFCI receptacles; breaker and service panel upgrades are needed to increase load capacity. Status: Awaiting cost estimate.

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 5440623 is a maintenance project to repaint the exterior walls of Garrity Hall. This project is 70% complete. Remaining walls on the south and east sides are in progress. Status: paused until spring 2024.

Job Order: MB 5210224 is repair project to replace the rain guards and weather stripping on the basement exterior door and windows in the Old Lighthouse Keeper's Cottage. Status: In progress.

Job Order: MB 54706 23 is a repair project to replace several storm windows throughout the New Lighthouse Park facilities. Some windows are missing the storm window frames; therefore, we are converting some screen window frames with glass. Status: the storm windows damaged from hail on the 1905 House are estimated at \$7,500. This may be funded with insurance claim monies received.

## 2. Project Management:

Work Order 5440323 is a new construction project to divide Garrity Hall into two user groups operations areas. We are installing a dividing wall between the overhead and personnel doors on the south side of the building to facilitate maintenance and operations functions and install a new personnel door on the north side to facilitate visitor functions next to the kitchen area. We will also divide and upgrade the lighting and install additional electrical outlets to support both functions within the facility. Status: electrical installation is complete. Sheetrock installation for the maintenance room is in progress.

Work Order 5210222 is a repair project to repair/repaint the water damage on interior of the southwest side of the Old lighthouse Keepers Cottage. Water intrusion from the roof was repaired from the hail damage insurance monies. Status: 75% complete. We plan to apply a new permeable coating near the end of April.

Work Order 5710123 is a repair project to replace the exterior walls and roof of the second story in the Range Light tower display. The metal roof was damaged and funded for replacement as part of the hail damage. However, upon inspection, the walls and framing materials deteriorated beyond portioned repair application. Therefore, we have elected to temporarily seal and paint the roof and rotted fascia areas as an interim repair. This project will be planned for a complete repair/replacement of the second-floor walls and roof framing components in Spring 2024. Status: In planning. Estimated cost: \$3600.

Work Order 5410123 is a repair project to repair the rotted windowsills, casements, and framing of windows throughout the 1905 House. The windows are original to the 1905 construction. The repairs will maintain the integrity of the original windows. Status: In progress, 30% complete. Estimated cost: The contract has been awarded with an approved allocation of \$20,000 for this project.

Work Order 5730123 is a maintenance project to re-stain the boardwalk, railing, and decking of the Range Light Boardwalk. The railing sustained some damage from hail; however, the damage did not warrant approval of re-staining costs throughout the boardwalk system. Status: In-planning, projected to begin in Spring 2024. Estimated cost: \$ 3500.

Work Order 1210124 is a repair and upgrade project to replace/install photocell exterior lighting at the Township Hall. This will include the front entrance, sidewalk illumination and a new light projecting toward the flagpole. This work will be accomplished under contract. Status: Estimated start date of 11 March 2024. Estimated cost: \$3800.

Sincerely,

//SIGNED//  
Matthew G. Bedard  
Facilities & Projects Manager

# East Grand Lake Fire Department

## East Grand Lake Monthly Report

Monthly meeting was held April 3, 2024

There were 7 medical runs

2 Intercept

2 Basic

3 No transport

0 Lift Assist

Fire Runs – 1 Wires Down

April training – Firefighter Accountability/Underground Propane Tanks

Review of Fatal Sterling, VA radio traffic

Monthly Training April 17,2024 – Pump Operations