

**LAKE TOWNSHIP**  
Monthly Meeting Minutes

January 2 , 2025

**Meeting:** Called to order by Mary Pitcher at 7:01PM

**Pledge of Allegiance:** recited by all.

**Roll Call:** Present: Trustee Kyle Orr, Trustee Anna Grobe, Treasurer Maryanne Goodman, Supervisor Mary Pitcher, Clerk Penny Georgevich

Mary Pitcher stated that at 7:30pm the Board meeting would be paused to hold a Public Hearing on 3 proposed amendments to the Short-Term Rental Ordinance 2023-001.

Mary Pitcher recognized Anna Grobe for 24 years of service as Township Supervisor and Township Clerk and Sally Casey for long term service as Township Trustee and work on various boards and Clean-Up Days.

**Approval of Agenda:** Motion to approve agenda by Anna Grobe; supported by Kyle Orr.  
Ayes: All; Nays: None. Motion carried.

**Board Meeting Minutes:** Motion by Kyle Orr to approve December 5, 2024 meeting minutes as presented; seconded by Maryanne Goodman. - Ayes: All; Nays: None. Motion carried.

**Special Meeting Minutes – Private Roads:** Motion by Maryanne Goodman to approve December 10, 2024 meeting minutes as presented; seconded by Kyle Orr. - Ayes: All; Nays: None. Motion carried.

**Financial Reports:**

**General Fund** presented by Maryanne Goodman. Motion by Maryanne Goodman to approve the General Fund report as read; seconded by Penny Georgevich. Role Call - Ayes: All; Motion carried.

**Fire Budget** presented by Maryanne Goodman. Motion by Maryanne Goodman to approve the Fire Fund report as read; seconded by Anna Grobe; Role Call - Ayes: All; Motion carried.

**Budget Amendments:** none. Reminder to set up Budget Workshop, will discuss at General Board Discussion.

**Payment of Township Accounts:** Motion by Kyle Orr to approve General Fund checks #9980 through #10036 in the amount \$29,297.20 for the purpose of paying Township accounts, this includes VOIDED checks #9980-9998 and #10030 and an EFPTS payment of \$1507.83. Seconded by Maryanne Goodman. Role Call - Ayes: All; Motion carried.

Motion by Ann Grobe to approve Fire Fund checks #1566 through #1568 in the amount of \$643.71. Seconded by Kyle Orr; Role Call - Ayes: All; Motion carried.

**Public Comment on Agenda Items:** none

**Guests:** Chris DeGood, Becket & Raeder gave update on Park project and request to approve it go out for bid. Contract will be updated with language regarding dispute resolution and non-discrimination provided from attorney will be revised, and dates will be corrected. Plan is to release document for bid Wednesday, Jan 8 and then mandatory pre-bid meeting Wednesday, Jan 22, 2:00pm at township and also at the jobsite. Questions from contractors will be due Friday, 1/24, and Chris will answer. Receive bids by Wednesday 1/29 2:00pm, via emails to Chris at Beckett Raeder. Chris will review two lowest bidders, question contractors to confirm understanding, check references and provide brief letter recommending one of the contractors to township board at Board Meeting 2/6/2025. If board accepts recommendation, supervisor will enter into contract with contractor. Project will be “substantially complete” by Friday May 23, 2025.

Kiosk was removed from plan. Paved walkway, dividing the sand from the grass, removed from plan and wood retaining wall installed. Next step to send out for bids.

**Break for Public Hearing:**

Public Hearing opened at 7:30pm.

**Staff report** by Mark Janeczko, Code Enforcement Officer, after speaking with Planning Commission, suggested three changes to Short Term Rental ordinance based on experience from the past year:

- a. Lower renewal fee from \$500 to \$300; new applicant fee remain \$500.
- b. Fire Pits be located minimum 20 feet from property lines to reduce smoke and noise from interfering with neighbors.
- c. Limit number of STRs to 110 (down from 150), based on the current number of 82.

**Open Public Input**

Dotty Blank – Would current fire pits would need to be moved?

Mark Janeczko – Replied that if put in place would be a Police Power and people would need to comply.

Scott Wills – Suggestions are valid.

Jimi Lee Haswell – Why not reduce to 100?

Kyle Orr – Does not want to limit someone’s ability to have a short-term rental.

Scott Wills – Full time residents voices need to be heard.

Jimi Lee Haswell – Would like to have the number reduced?

Scott Wills – Who would I call if there is a problem?

Mary Trausch – Not in favor of reducing the renewal fee to \$300. Don’t think renters are made aware of the Short-Term Rental rules.

Mary Pitcher – Township cannot bring in more money than what is needed to run the STR program.

Jimi Lee Haswell – Is the proposal in writing? She supports leaving the renewal fee \$500.

Mark Janeczko – He meets with every single person that is either owner or contact for the rental. He will reinspect every year and goes over Good Neighbor Policy and a few other things with the owners.

Jimi Lee Haswell – Suggests the number of STRs be 90. Keep the township like it is.

Mary Pitcher – Commented that this is a police ordinance.

Scott Wills – Reduced his suggested number of STRs to 100.

**Correspondence** – none.

**Public Comment closed at 7:56pm.**

Board Discussion: Code Enforcement Officer has not needed to bring in law enforcement.

**Kyle Orr motioned to amend:**

- A. Section 3, B.1.b: to read: For calendar years after 2024, the number of STR licenses granted in any single calendar year shall not exceed the number of licenses granted in 2024, or 110 licenses, whichever number is higher.
- B. Section 4, A. General Requirements:  
Add item 4. Firepits shall be located no closer than 20 ft from side property lines.  
Supported by Anna Grobe; Role call: Ayes: All; Motion carried.

Mary Pitcher admitted to a conflict, as she owns a Short-Term Rental, and will abstain from next decision.

**Maryanne Goodman motioned to amend** fee schedule as follows:

\$500 fee year one.

\$300 permit renewal fee for subsequent years.

Supported by Kyle Orr; Role Call: Ayes: P. Georgevich, M. Goodman, K. Orr, A. Grobe; M. Pitcher abstained. Motion carried.

**Public Hearing closed at 8:02pm.**

**County Updates:** Commissioner Jeannot, District 2 – written report submitted.

**New Business:**

- A. Change of Ironman route to use Sutter Rd instead of Crystal Drive and request for administrative fee from Ironman was discussed. Motion by Mary Pitcher to request a \$2000 administrative fee from Ironman; Motion died due to lack of support.

**Old Business:**

- A. Penny Georgevich informed that change on Northwest Education Services collection of summer taxes date change that was requested last month was not needed. Date listed on their agreement was the date of their meeting and not an incorrect date of our meeting date.
- B. Two Enterprise Admins in BS&A software were established, Maryanne Goodman and Penny Georgevich, and nine old admins were removed.

**Township Depts.:**

- a) Planning Commission: Next Meeting on January 9, 2024 at 6:30pm with Beckett and Raeder. The Planning Commission are holding 3 meetings in early 2025 for in depth look at zoning ordinances, along with Beckett & Raeder.
- b) Zoning Administrator: Written report submitted. No land use permits issued in December. Will be in office on Fridays.
- c) Code Enforcement Officer: Written report submitted. Provided highlights.
- d) Assessor: Written report submitted.
- e) Park Committee: Covered in the presentation from Beckett & Raeder.
- f) Supervisor report: Written report submitted. Office Hours Monday & Wednesday 10:00am to 3:00pm.

**Appointments:**

- a. Anna Grobe, as Trustee, is unable to serve on Board of Review. Motion by Mary Pitcher to appoint Ross Stephenson as regular member on Board of Review; Seconded by Penny Georgevich. Ayes: All. Motion carried.
- b. Motion to appoint Penny Georgevich as FOIA Coordinator by Mary Pitcher; Seconded by Kyle Orr; Ayes: All. Motion carried.
- c. Mary Pitcher motioned to appoint Jackie Randall and Carl Lightfoot for Planning Commission for 3 years starting today; Seconded by Maryanne Goodman; Ayes: All. Motion carried.

**Correspondence:**

**A. INCOMING:**

- 1. Email from Joel Gaff, Ironman on road closures.

**B. OUTGOING:**

- 1. None

**General Board Discussion:**

- A. Anna Grobe checked with Republic, GFL and Northern Disposal for pricing for Clean Up Days. Proposed dates 6/21 and 8/23. Anna will get confirmation of dates and firm pricing.
- B. Anna Grobe and Maryanne Goodman attended Fire Meeting. Looking to hold basic CPR class.
- C. Mike Cederholm, Frankfort Fire Chief, gave updates from submitted report. Reminder to check smoke detectors. Engine 3 will be “pushed” into Township Fire Barn with celebration on Saturday, January 11, 11:00am, with coffee and cake.
- D. Budget Workshop scheduled for Tuesday, February 4, 10:00am; Public Hearing for Budget Wednesday, February 19, 6:00pm. Budget Adoption on March 6, 6:30pm before board meeting.

**Public Comment:**

- Mark Janeczko meeting Chief Cederholm to put up flag.
- Scott Wills inquired about who will transfer plaques and annual maintenance of park kiosk and cost.

Jimi Lee Haswell questioned the money collected for plaques at park and suggested virtual memorial wall and kiosk moved back. Questioned 7ft sidewalk on park drawing.

9:28pm Motion to adjourn meeting by Anna Grobe; seconded by Kyle Orr; Ayes: All.

In Attendance: 13

Penny Georgevich, Clerk