

**APPROVED MINUTES  
PINE TOWNSHIP BOARD MEETING  
MONDAY, JULY 14, 2025**

**CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by Drews, followed by the Pledge of Allegiance and prayer.

PRESENT: William Drews, Supervisor; Marla Sprague, Clerk; Misty VanGessel, Treasurer; Darcy Krause, Trustee;  
Rodney Palmer, Trustee

ABSENT: None

STAFF PRESENT: Julie Drews, Deputy Supervisor; Barbara Kaaikala, Deputy Clerk; Steve Buchholz, Zoning Administrator

**APPROVAL OF AGENDA**

VanGessel moved, supported by Palmer, to approve the agenda.

MOTION CARRIED

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**APPROVAL OF JUNE, 2025 MEETING & BUDGET HEARING MINUTES**

VanGessel moved, supported by Krause, to approve the minutes as written.

MOTION CARRIED

**REPORTS**

- **Treasurer/Financial Reports/Bank Update (on file)**

Treasurer report was provided. The recent BS&A update would allow for online tax payments, with a 2.8% processing fee for residents who use the service. The Board would need to authorize VanGessel to set up the process.

Sprague moved, supported by Palmer, to authorize VanGessel to set up the online payment process through BS&A so that residents have the option to pay their taxes online.

MOTION CARRIED

Palmer moved, supported by Krause, to approve the treasurer report.

MOTION CARRIED

- **Zoning Administrator Report – Steve Buchholz, Zoning Administrator**

4 zoning permits were issued and no land division applications in June. \$120.00 in receipts was turned in.

The Phillips blight court hearing has been rescheduled for August 11, 2025.

The Zoning Board of Appeals met on June 30 to seek a solution to an incorrectly issued zoning permit. The solution decided upon was to issue an amended permit, which Buchholz has done.

To ward off a potential violation, a letter was sent to the owner of a mobile home being replaced with what appears to be a non-compliant mobile home.

VanGessel moved, supported by Palmer, to approve the report.

MOTION CARRIED

- **Road Report – Bill Drews, Township Supervisor**

Road repairs for the last fiscal year came in \$5,600.00 under budget. The road contracts in which payment was due in June were paid on time.

Drews rode with a road commission employee recently to look at current road problems to plan for future road work.

Sprague moved, supported by VanGessel, to approve the report.

MOTION CARRIED

- **Fire District Report – Bill Drews, Township Supervisor**

There was no July meeting. The most recent training was Search & Rescue.

- **Cemetery Report – Marla Sprague, Township Clerk**

2 burials and 3 lots sold in Riverside Cemetery in June; 1 full burial and 1 cremains, and 1 lot sold in West Pine Cemetery.

Sprague and Vicki Shindorf attended MTA cemetery training and purchased a cemetery management book.

They will be going to Maple Valley Township to view the new cemetery software in use there.

Drews has sought 4 bids for tree removal in Riverside Cemetery, 2 bids from insured contractors have been submitted.

VanGessel moved, supported by Krause, to approve the report.

MOTION CARRIED

- **Library Board Report (Jamie Gorby/Jeremy Korpel)**

No representative present. Next meeting is tomorrow night.

- **Supervisor Report – Bill Drews**

Updated on Riverside Cemetery work.

The trash receptacle is missing from Farnsworth Park. Will contact Republic Services.

Amish 3-day bake sale July 24-26, benefit dinner 10 AM – 2 PM and auction 2 PM on July 26 at 6931 Kendaville Rd., Lakeview. Proceeds will go toward hospital bills for 16-month-old child. Donation of items (no junk) for auction welcomed.

Sprague moved, supported by VanGessel, to approve the report.

MOTION CARRIED

- **Clerk Report – Marla Sprague**

Thanked Leslie Rydahl for weeding at the entrance to the Hall.

Requested authorization to move money from the Contingency Fund to balance the 2024-2025 budget and close out the books for the year.

VanGessel moved, supported by Palmer, to authorize Sprague to make the budget adjustments and close out the 2024-2025 fiscal year books.

MOTION CARRIED

Drews moved, supported by VanGessel, to raise the salary of Zoning Board of Appeals members to \$50.00 per meeting and the Chair to \$60.00 per meeting.

Roll call vote: Palmer, Krause, VanGessel, Sprague, Drews – all Yes.

MOTION CARRIED

Sprague requested authorization to spend \$174.20 for upgrading the Clerk laptop with 1 TB of memory (including labor).

VanGessel moved, supported by Palmer, to authorize Sprague to spend \$174.20 for the memory upgrade.

Roll call vote: Krause, Drews, Sprague, VanGessel, Palmer – all Yes.

MOTION CARRIED

VanGessel moved, supported by Palmer, to approve the report.

MOTION CARRIED

- **Planning Commission Update – Darcy Krause**

PC has completed ordinance review, will return to quarterly meetings. Gorby will bring the typed ordinance changes to the next PC meeting.

Officers were elected.

Each PC member needs a physical copy of the Master Plan so that the Master Plan can be studied for review.

Sprague moved, supported by VanGessel, to have a copy of the township Master Plan printed at Arrow Swift for each PC member.

MOTION

CARRIED

VanGessel moved, supported by Palmer to approve the report.

MOTION

CARRIED

## OLD BUSINESS

- **Spring Late Lot #1 – Most recent update**

The attorney's office has all of the information needed to create and mail the Quit Claim Deed to each property owner. Drews has not been successful in obtaining confirmation from the attorney's office that the deeds (letters, rev 8.11.25) have been mailed.

- **DNR Location of Phragmites update** – DNR can't spray until October
- **Approval of Portion of CREO/PC Review** – Each PC member needs a copy for review

## NEW BUSINESS

- **Bass Tournament Parking – DNR Public Fishing Site**

Water level is very low on Rainbow Lake.

There have been five bass tournaments so far this year on Rainbow Lake. Parking is along the public roadway, causing a threat to public safety. Drews will look in to signage cost and has spoken to the Sheriff's Department. An ordinance addressing parking must be in place in order for enforcement to take place.

Sprague moved, supported by VanGessel, to have the Planning Commission update the No Parking ordinance to address roadside parking situations.

MOTION CARRIED

- **Tacoma Lake Drive - Special Assessment Request**

There are 51 property ownerships. 29 signers (over 51%) have signed a petition to have the Township to create a special assessment district to pay for snowplowing on Tacoma Lake Drive.

VanGessel moved, supported by Sprague, to accept the petition and to move forward with the special assessment request by conducting a public hearing at a date to be determined at the August board meeting.

MOTION CARRIED

- **Blight Complaint – Mike Nelson – Neighbor on Moore Lake**

Drews received a blight complaint from Mike Nelson about an abandoned cottage in dilapidated, hazardous condition being frequented by young people and animals. Nelson requested that the building be condemned and torn down (rev. 8.11.25). Drews contacted the County building department, who inspected and then condemned the building. Tax payments are up to date. Steve Buchholz, Zoning Administrator will be given the documentation so that the property owner can be contacted and the issue resolved.

- **County Blight Ordinance Update**

Kathy Ginster of the Prosecutor's Office is seeking an update to the ordinance.

**PAYMENT OF MONTHLY BILLS**

VanGessel moved, supported by Palmer, to pay checks 4144 – 4195 for monthly bills in the amount of \$62,107.92. MOTION

CARRIED

**PUBLIC COMMENT**

Dawn Sweet – Appreciates the ZBA solution to the building permit problem

Frustrated that Sheriff's Department will not enforce twp. Blight ordinance

Dawn Armock – neighbor Chris Boomer not respecting their easement, has a well and a building on the easement. Tingley & Associates states Armocks do have a right to the easement.

(Civil matter – will need to contact an attorney)

**BOARD FINAL COMMENTS**

Drews – SW corner of M-91/Stanton Rd has been sold to Josh Singleton(rev 8.11.25), blight issue expected to be resolved.

Palmer will meet with Drews, is interested in helping with Parks & Recreation.

**ADJOURNMENT**

Palmer moved, supported by Krause, to adjourn the meeting at 9:04 PM.

MOTION CARRIED

Respectfully submitted,

Marla Sprague

Pine Township Clerk

Minutes typed by Barbara Kaaikala