

**Au Train Township Regular Board Meeting Minutes
October 13, 2025 6:00PM - 9:12PM**

Roll Call:

Board Members Present: Supervisor Tom Balmes, Clerk Mary Johnson, Trustee Jake Miller and Trustee John Carr. Absent: Treasurer Kristy Cota. There were approximately 12 persons in the audience.

Supervisor Balmes opened our meeting at 6PM leading us with the pledge.

Approval of the Agenda:

Moved Johnson/seconded Balmes to **approve the agenda**. Motion carried.

Approval of Minutes:

Moved Johnson/seconded Carr to **approve the minutes of the September 8, 2025 Regular Board Meeting**. Motion carried.

Moved Carr/seconded Balmes to **approve the minutes of the October 2, 2025 Special Board Meeting**. Motion carried.

Pay Bills:

Moved Johnson/seconded Carr to **pay bills**. Johnson, yes; Carr, yes; Balmes, yes; Miller, yes. Motion carried. (General Fund #17574-17605; Fire Fund #9403-9414; Garbage Fund #2157).

Financial Reports:

Clerk Johnson presented the September, 2025 Financial Reports, as well as the Quarter Reports . Reports are provided to Board Members prior to the meeting. Quarterly review for the FY 1st and 2nd Quarter was discussed. Clerk Johnson presented the Budget Resolutions necessary for consideration. >>ATTACHED BUDGET AMENDMENT No. 2

Board Member Reports:

Treasurer - Balance as of September 31, 2025: General Fund \$297,174.54; Fire Fund \$423,041.50 + CD \$56,023.52; Garbage Fund \$272,254.48; Road Fund \$41,677.01.

Treasurer Cota also noted in her report two upcoming hall rentals (10/18/25 and 11/8/2025).

Clerk - Since the September Meeting several emails, and FOIA requests were responded to. Continuing Education for Election Administration duties continue which include a new portal for military and civilian overseas ballots. Active military members will be able to access, complete and return their ballots online, while civilian overseas will be able to obtain their ballots via email to print, process and return.

The Zoning Fees Resolution, Zoning Ordinance Amendments, and Resolutions were prepared for presentation at this meeting, as well as Budget review and amendments as necessary. Information was obtained by Attorney Nordeen on the Employee's Sick Leave Act (ESLA) which will be reviewed and implemented as required.

Trustee's - Trustee Carr noted that he attended the Planning Commission Hearing, which approved a CUP. He will also have a bid prepared for a rear concrete step, and review the security cameras. The Board should consider adding cameras to also include monitoring the playground area.

Discussion regarding the DNR Lease terms and the Heritage Trail Center and requirements for the Kayak Launch. It may require some alterations to limit the yearly damage, but still allow ADA compliant access to the river. Trustee Miller will check with a local dock company for options to consider next spring. Trustee Miller had questions regarding the Forest Lake Dam. Spoke with the Safety Engineer with the state for any updates, as well as what, if anything, is being done for the refuge it has been for ducks and other animals. Also, questions from residents about the zoning ordinance changes were addressed.

Supervisor - Supervisor Balmes indicated that recent water testing passed for nitrates. He attended the recent Fire Department Meeting and requested that the Chief or Asst FC complete the fire extinguishers testing and tagged as completed. Met with the reporter from the Grand Rapids Press, at the Forest Lake Dam, and noted the water levels were up and just below the top of the dam from the recent rains. It is still making power. FERC is and remains the ultimate authority over the dam.

The Maple Grove Road dumpster site was visited as it is an Agenda item. GFL indicated Tipper Carts are available again for residents to purchase. The State finally approved the Fiscal Year Budget, which included an approximate 3% reduction in Constitutional Revenue Sharing to the Townships. Two active Blight complaints were visited and the Board was updated on progress.

Special Presentation: None

Public Comment: Public Comments were received by Donna Shields, Matt Lang, and Greg Prunick.

Boards/Departments:

Maintenance Department: Ryan provided an update for the Board through Clerk Johnson.

Fire Department: Chief King provided the Fire Department Report, which included a funding request to purchase 6 carbon fiber air bottles through Pomasl at a cost of \$6,294.00 Moved Balmes, seconded Carr, to **authorize the expenditure of \$6,294.00 through Pomasl for the purchase of 6 air bottles.** Balmes, yes; Carr, yes; Miller, yes; Johnson, yes. Motion carried.

Chief King also provided the Board with the Contract for Services for the Alger County K9 Unit Agreement. After discussion, Moved Balmes/seconded Miller to **accept the contract for services of the Alger County Sheriff Department K9 Unit in the amount of \$1,500.00.** Balmes, yes; Miller, yes; Johnson, yes; Carr, yes. Motion carried.

Zoning Administrator/Planning Commission/Zoning Board of Appeals- Zoning Administrator Donna Shields was present and provided her report. Additional information was provided, including discussion regarding upcoming educational opportunities noting a Zoning MTA Retreat in Frankenmuth on October 29th and 30th that she signed up for. Moved Johnson/seconded Balmes to **reimburse ZA Shields the cost of the program in the amount of \$367.00 and mileage for attendance.** Johnson, yes; Balmes, yes; Miller, yes; Carr, yes. Motion carried. The Board thanked Administrator Shields for her continued commitment to educational opportunities. The next Planning Commission meeting is a scheduled Zoning Ordinance Work Session on October 23rd at 6:00PM.

CUPPAD Contract Extension - Clerk Johnson presented a contract extension from CUPPAD for the services related to the zoning ordinance update time frame. The contract was amended to note the work specified and products specified in the Scope of Work are expected to be accomplished in 24 months from original signature. Moved Johnson/seconded Carr to **approve the CUPPAD Contract Amendment as presented.** Johnson, yes; Carr, yes; Miller, yes; Balmes, yes. Motion carried.

Assessor/Board of Review - No report this month.

Unfinished Business:

1. Board Action Items - None

2. Appointment Planning Commission - Clerk Johnson presented the emails from the three persons who applied for the position, as well as the procedures for appointment. Inasmuch as not one of the persons interested were in attendance of the meeting to present themselves and answer any questions, the Board took no action. Clerk Johnson will continue to note the position as open for applicants and notify the 3 who did respond to plan on attending the November Board Meeting for consideration if they were still interested.

3. Nimee Zoning Violation - Discussion regarding the Nimee Zoning Violation and steps moving forward was made. It is important that the Board continue down the path as outlined in the Ordinance itself. The Board agreed the Zoning Administrator should move forward as a Civil Infraction, with a fine of \$500.00 for the violation.

4. Maple Grove Road Dumpster - Clerk Johnson noted that an email was received from Mr. Vass asking that the Board reconsider placement of the dumpster by moving it to the 16 Mile Lake Fire Hall. Supervisor Balmes noted he visited the site on September 16, 2025 and vegetation around the site was cleared, the site was clean and the dumpster was not full. A blight does not exist. It is placed on a County Road as a service for citizens in the area that use it. The Board took no action on the change of location request.

New Business:

1. Correspondence - Funding request from the Munising Bay Trail Network was received and reviewed. They are looking for 25'-26' Sponsorships. No Board Action

2. KCI Winter Tax Bill Proposal - Clerk Johnson presented the KCI Winter Tax Bill printing and mailing proposal on behalf of Treasurer Cota. Moved Johnson/seconded Carr to **enter into the agreement from KCI and accept their Winter Tax Bill proposal - estimated at a cost of \$1,713.49 - with postage being paid upfront.** Johnson, yes; Carr, yes; Miller, yes; Balmes, yes. Motion carried.

3. Fall Clean up with GFL - As discussed during budget workshop meetings, the decision to hold a fall cleanup was to be determined on need. Supervisor Balmes spoke with Adam at GFL Wood Island and he noted they would most likely need to charge a minimum fee to the Township to cover their costs because there is much less participation than our Spring Cleanup. Based on that, there was no Board action to schedule a fall cleanup.

4. Zoning Fees Resolution - >>ATTACHED

5. Zoning Ordinance Amendments/Resolutions -

The Zoning Ordinance Amendment and Resolution - **Article XIII - Ordinance No. 2025-002 and Resolution No. 2025-008** >> ATTACHED - Moved Johnson/seconded Carr. Balmes, yes; Johnson, yes; Cota, absent; Miller, yes; Carr, yes. Motion carried.

The Zoning Ordinance Amendment and Resolution - **Short Term Rental Regulations - Ordinance No. 2025-003 and Resolution No. 2025-009** >> ATTACHED - Moved Balmes/second Miller. Balmes, yes; Miller, yes; Carr, no; Johnson, yes; Cota, absent. Motion carried.

Public Comment: Public comments were received by Jennifer Champagne, Matt Lang, Greg Prunick, Duane Newton, Donna Shields and Sarah Vass.

Board Member Comments: Trustee Miller, Trustee Carr, Clerk Johnson and Supervisor Balmes all had additional comments.

Next Meeting: The next Regular Board meeting is scheduled for November 10, 2025 at 6:00PM

Adjournment: Moved Balmes/seconded Carr to **adjourn at 9:12PM**. Motion carried.

Submitted by Mary Walther Johnson, Clerk



Mary Walther Johnson

APPROVED DATE: November 10, 2025

Prepared: 10/29/2025
mwj

Fire Fund

Fund No. 206

<i>Revenues</i>	Current Budget	Amended Budget	Change
206-588.000 Grants/Gaming	0.00	10,000.00	10,000.00 (+)
Total Revenues	Current Budget	Amended Budget	Change
	753,515.00	763,515.00	10,000.00 (+)
<i>Expenditures</i>	Current Budget	Amended Budget	Change
Total Expenditures	520,550.00	N/C	N/C
<i>Ending Fund Equity</i>	232,965.00	242,965.00	10,000.00 (+)
<i>Total Funds Supporting Fire Fund</i>	753,515.00	763,515.00	

Road Fund

Fund No. 204

<i>Revenues</i>	Current Budget	Amended Budget	Change
204-528.00 NFR	17,000.00	13,000.00	4,000.00 (-)
Total Revenues	Current Budget	Amended Budget	Change
	382,073.00	378,073.00	4,000.00 (-)
<i>Expenditures</i>	Current Budget	Amended Budget	Change
204-956.000 Con. Ser	160,000.00	165,000.00	5,000.00 (+)
Total Expenditures	185,000.00	190,000.00	5,000.00 (+)
<i>Ending Fund Equity</i>	197,073.00	196,073.00	1,000.00 (Net)
<i>Total Funds Supporting Road Fund</i>	382,073.00	378,073.00	

AU TRAIN TOWNSHIP BOARD RESOLUTION
RESOLUTION No. 2025- 007
ZONING FEES

WHEREAS, Public Act 110 of 2006 - Michigan Zoning Enabling Act; authorizes a Township Board to establish fees in the Administrating of a Zoning Ordinance;

AND WHEREAS, the cost associated with Administration of the Au Train Township Zoning Ordinance, an Ordinance effective January 1, 2009, have increased since first established; the last review and amendment to the Zoning Fees Schedule was April 14, 2025;

AND WHEREAS, the review of the fees and costs related to the administration, processing of applications, and clarification justifies a amendment to the current fee schedule;

NOW THEREFORE BE IT RESOLVED that as of October 13, 2025, the Au Train Township Board amends the following fee schedule for the Administration and processing of applications, forms and appeals associated with the Zoning Ordinance by adding the *Please Note comment* below.

1. Zoning Compliance Permit - \$ 50.00
2. Conditional Use Permit - \$ 250.00
3. Zoning Variance Application - \$ 250.00
4. Petition for Text Amendment and/or to Rezone - \$ 1,000.00
5. Petition to Amend Zoning Ordinance - \$1,000.00
6. Appeal to the Zoning Board of Appeals - \$ 250.00

Please Note: All Zoning Fees will double for an "After-the-fact" application.

The foregoing resolution was offered at the Au Train Township Board Regular Meeting on October 13, 2025

Resolution offered by Board Member: Carr
and supported by Board Member: Balmes

Upon roll call vote, the following voted

"AYE": Carr, Balmes, Miller, Johnson

"NO": _____

"ABSENT": Cota

The Supervisor declared the resolution adopted.



Mary Walther Johnson, Au Train Township Clerk
October 13, 2025

RESOLUTION OF ADOPTION FOR AN AMENDMENT TO THE AU TRAIN TOWNSHIP ZONING ORDINANCE

ARTICLE XIII - Enforcement and Violations

Resolution No. 2025- 008

WHEREAS, the Au Train Township Planning Commission has the duty of preparing a Zoning Ordinance for Au Train Township; and

WHEREAS, the Planning Commission has prepared an updated and amended Zoning Ordinance for the Township in accordance with the Michigan Zoning Enabling Act, M.C.L. 125.3101 et. seq. to add Article XIII- Enforcement and Violations; and

WHEREAS, the Planning Commission has met all public notification requirements of the Michigan Zoning Enabling Act, including a public hearing held on September 25, 2025 for additional public review and comments; and

WHEREAS, the Planning Commission recommended approval of the zoning ordinance amendment to the Township Board at their September 25, 2025 meeting.

NOW THEREFORE BE IT RESOLVED by the Township Board of the Township of Au Train, Alger County, Michigan that the proposed Zoning Ordinance amendment be adopted; and

PASSED AND APPROVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF AU TRAIN, ALGER COUNTY, MICHIGAN THIS 13TH DAY OF OCTOBER, 2025.

The foregoing resolution was offered at the Au Train Township Board Regular Meeting on

October 13, 2025

Resolution offered by Board Member: Johnson

and supported by Board Member: Carr

Upon roll call vote, the following voted

"AYE": Balmes, Johnson, Miller, Carr

"NO": None

"ABSENT": Cota

The Supervisor declared the resolution adopted.

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the Au Train Township Board, Au Train Township, Alger County, Michigan at a regular meeting held on October 13, 2025, pursuant to the procedures required by law.

MW Johnson

Mary Walther Johnson, Au Train Township Clerk

RESOLUTION OF ADOPTION FOR AN AMENDMENT TO THE AU TRAIN TOWNSHIP ZONING ORDINANCE

Resolution No. 2025- 009

WHEREAS, the Au Train Township Planning Commission has the duty of preparing a Zoning Ordinance for Au Train Township; and

WHEREAS, the Au Train Township Board of Trustees has adopted Resolution No. 2025-005 placing a moratorium on short-term rentals, and charging the Planning Commission with amending the Zoning Ordinance to mitigate issues with short-term rentals and conditional use permit applications; and

WHEREAS, the Planning Commission has prepared an updated and amended Zoning Ordinance for the Township in accordance with the Michigan Zoning Enabling Act, M.C.L. 125.3101 et. seq.; and

WHEREAS, the Planning Commission has met all public notification requirements of the Michigan Zoning Enabling Act, including a public hearing held on July 10, 2025 for additional public review and comments; and

WHEREAS, the Planning Commission recommended approval of the zoning ordinance amendment to the Township Board at their July 10, 2025 meeting, and worked with the Township Board to come to an agreement through subsequent meetings.

NOW THEREFORE BE IT RESOLVED by the Township Board of the Township of Au Train, Alger County, Michigan that the proposed Zoning Ordinance amendment be adopted; and

BE IT ALSO RESOLVED that the Moratorium on Short Term Rentals, adopted by resolution No. 2025-005 of the Township Board on May 5, 2025 shall expire upon the effective date of the proposed Zoning Ordinance amendment.

PASSED AND APPROVED BY THE TOWNSHIP BOARD OF THE TOWNSHIP OF AU TRAIN, ALGER COUNTY, MICHIGAN THIS 13TH DAY OF OCTOBER 2025.

Resolution offered by Board Member: Balmes

and supported by Board Member: Miller

Upon roll call vote, the following voted

“AYE”: Balmes, Miller, Johnson

“NO”: Carr

“ABSENT”: Cota

The Supervisor declared the resolution adopted.

I hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the Au Train Township Board, Au Train Township, Alger County, Michigan at a regular meeting held on October 13, 2025, pursuant to the procedures required by law.



Mary Walther Johnson, Au Train Township Clerk