

**DUCK LAKE**  
**LAKE IMPROVEMENT BOARD**  
**MEETING MINUTES**

**July 10, 2023**

**A meeting of the Duck Lake Improvement Board was held at the Crystal Community Center. 217 W. Park St, Crystal, Michigan on July 10, 2023**

**PRESENT:** Shirley Pyle -Crystal Township Representative, Phillip Foster-Crystal Township Representative, Anna O'Rourke-Abutting Property Owner Representative, Todd Sattler-Montcalm County Drain Commissioner, Chris Johnston-Board of Commissioners Representative/Co-Chairman of the Board

**ABSENT:** None

Meeting called to order 7:00 pm by Shirley Pyle

**APPROVAL OF AGENDA:**

Todd moved to approve the agenda, seconded by Anna, motion carried, all members approved.

**APPROVAL OF MINUTES:**

Anna approved the minutes from the April 10, 2023, seconded by Phillip, approved, motion carried.

**TREASURERS REPORT:**

Anna noted that the balance of the account is 46,526.46, and there are outstanding checks that have not been applied to the balance.

Motion to accept the treasurer's report was made by Chris, seconded by Phillip. All members voted aye, motion carried.

**PRESENTATION:**

PLM reported that they have completed 4 algae treatments at this time, and they are going to do weed and more algae treatment during the week of July 17, 2023. They are testing for e coli during that period, also. They are going to use copper sulfate for the algae.

**BUSINESS:**

The Riparian Magazine was mailed to Board members and Shirley has a 6th copy to share elsewhere.

Discussion regarding continuing the lake improvement program and assessment-the board will request a levy for the 2024-2028 assessment. Board member Phillip Foster proposed a 3 year plan versus 5 year plan, which was voted down.

**PUBLIC HEARING:**

Members of the public spoke regarding desired outcomes....

Public suggestion of \$60,000 per year over the 5 years, totaling \$300,000.

Multiple comments over the costs and information presented.

A show of hands indicated the public overwhelmingly wanted to assess more and reach desired outcomes sooner.

Motion to close public hearing unanimously passed.

Hearing closed at 7:34p.m.

Whereas, a public hearing was held on the improvement program for Duck Lake, and,

Whereas, it is the desire of the Duck Lake Lake Improvement Board to proceed implementation of improvements to the lake as described in Exhibit A

Therefore, it is resolved that:

1. The Lake Board hereby determines the proposed improvements are practical, and it confirms its intent to proceed with the improvements.
2. The Lake Board hereby approves the lake improvement plan and the estimate of costs for the improvements as shown in Exhibit A
3. This resolution shall be published in a newspaper of general circulation in Montcalm County. The petition shall not, thereafter, be subject to attack except in an action brought in a court of competent jurisdiction within 30 days after publication.

Adopted: Ayes: \_ All ; Naves: None. Resolution Declared Adopted.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet      1 Unit

Lakefront Parcels >300 feet      2 Units

Backlot Parcels                      ½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

The following resolution by Todd, seconded by Chris.

Whereas Parcel 005-670-027-00 was previously listed as a back lot but is actually lakefront property it shall be assessed as lakefront (1 unit) on the 2023 Special Assessment Roll.

Ayes: \_ All; Naves: None. Resolution Passed.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet	1 Unit
Lakefront Parcels>300 feet	2 Units
Backlot Parcels	½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

The following resolution by Todd, seconded by Chris

Whereas Parcel 005-670-028-00 was previously listed as a back lot but is actually lakefront property it shall be assessed as lakefront (1 unit) on the 2023 Special Assessment Roll.

Ayes: \_All; Naves: none. Resolution passed.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet	1 Unit
Lakefront Parcels>300 feet	2 Units
Backlot Parcels	½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

The following resolution by Todd , seconded by Chris

Whereas Parcel 005-690-033-00 was previously not assessed, not contiguous (but is owned by a lakefront property owner), and therefore shall be assessed as a backlot (1/2 unit) on the 2023 Special Assessment Roll.

Ayes: All; Naves: none. Resolution passed.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet	1 Unit
Lakefront Parcels>300 feet	2 Units

Backlot Parcels                      ½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

The following resolution by Todd , seconded by Chris

Whereas Parcel 005-010-006-00 now has a sperate address and a two-story addition that includes living quarters, and therefore shall be assessed as a backlot (1/2 unit) on the 2023 Special Assessment Roll.

Ayes: All; naves: none. Resolution passed.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet      1 Unit

Lakefront Parcels>300 feet      2 Units

Backlot Parcels                      ½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

The following resolution by Todd , seconded by Chris

Whereas Parcels 005-370-000-00 and 005-010-006-050 needed to be switched around. Previously 005-370-000-00 was assessed as a back lot with the second parcel as contiguous; Parcel 005-010-006-50 is actually lakefront property, and the contiguous parcel should not be assessed as a back lot. Parcel 005-010-006-050 therefore shall be assessed as lakefront (1 unit) on the 2023 Special Assessment Roll.

Ayes: All; Naves: none. Resolution passed.

The following resolution is made to reconcile the indicated Parcel or Parcels with the 2023 Special Assessment Roll. The modification from previous years' assessment rolls is necessary to bring the property in compliance with the Benefit Factors.

Benefit Use Factors:

Lakefront Parcels <300 feet      1 Unit

Lakefront Parcels>300 feet      2 Units

Backlot Parcels                      ½ Unit

The Special Assessment District for Duck Lake includes all properties that border the lake and backlots that have deeded or dedicated lake access. Contiguous lots in common ownership are to be assessed as a single parcel provided only one house exists on the parcel.

Whereas Parcels 005-670-017-00 and 005-670-018-00 are contiguous, owned by common owner, but previously have been assessed as two separate back lots, therefore Parcel 005-670-017-00 shall be assessed as one backlot (1/2 unit) on the 2023 Special Assessment Roll. Parcel 005-670-018-00 shall be dropped from the roll.

Ayes: All; Naves: none. Resolution passed.

Whereas the Lake Board, after due and legal notice, has reviewed the Special Assessment Roll prepared for the purpose of assessing the cost of certain lake improvements to Duck Lake against benefitting properties, and

Whereas, the Lake Board has adopted the benefit factor formula as described in the attached Exhibit A

Whereas, the Lake Board deems Special Assessment Roll to be fair and equitable

Therefore be it resolved as follows:

1. Said Special Assessment Roll in the amount of \$300,000 is hereby confirmed.
2. The assessment in said Special Assessment Roll shall be payable in 5 annual instalments. The first installment of \$60,000 to be due on Dec. 1, 2023, and payable without penalty through Feb. 14, 2024. Subsequent installments of \$40,000 shall be due on the 1<sup>st</sup> day of December each year and payable without penalty through the 14<sup>th</sup> day of February of each year thereafter.
3. The assessments made in said Special Assessment Roll are hereby ordered and directed to be collected, and the Township Clerk of Crystal Township shall deliver said Special Assessment Roll to the Township Treasurer with her warrant attached commanding the treasurer to collect the assessments therein in accordance with the directions of the Lake Improvement Board, and the treasurer is directed to collect the amounts assessed as the same become due.

Ayes: Sattler, Johnson, O'Rourke, Foster and Pyle; Naves: none. Resolution Declared Adopted.

**ADJOURNED :**

Motion to adjourn by Todd, seconded by Chris. Meeting adjourned 8:13pm.

Approved: \_\_\_\_\_