

MINUTES
SUTTONS BAY TOWNSHIP BOARD
REGULAR MEETING
OCTOBER 12, 2022

CALL TO ORDER

Tom Nixon, Supervisor, called the Suttons Bay Township Board Meeting to order on Wednesday, October 12, 2022, at 5:15 pm in the Suttons Bay Township Office. (There will be a ZOOM site for remote access).

ROLL CALL - Quorum Present

Present: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe,
Doug Periard

Absent: None

Staff Present: Steve Patmore, Marge Johnson

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Sandy VanHuystee/moved, Debbie Slocombe/supported, to approve the agenda as presented, motion carried.

PUBLIC COMMENT

None.

PRESENTATION - None

CONFLICT OF INTEREST

None.

REPORTS:

- Treasurer - Collecting taxes
- Planning & Zoning - Zoning Administrator's Report
- Parks Supervisor - Bill Drozdalski's Report
- Parks & Recreation Committee - Pete Ostrowski's Report. Minutes submitted.
- Fire Authority - Appointed Mary Woods as member at large from Bingham Township, authorized 10% down for purchase of ambulance, delivery in 2025.
- Facilities - Authorized Netlink to hook Steve Patmore up to the off-site computer system. Installation of new telephone system to start next Wednesday.

OLD BUSINESS

1 Approval of the Minutes - September 14, 2022

Sandy VanHuystee/moved, Debbie Slocombe/supported, to approve the Minutes as presented, motion carried.

2. Payment of the Bills

Debbie Slocombe/moved, Sandy VanHuystee/supported, to approve payment of the bills in the amount of \$53,193.43, motion carried.

3. Authorize Distribution of \$2,000 Matching Money for DTE Tree Grant

Tom Nixon said the DTE Tree Grant was approved for \$2,000.00. The Committee in the Spring 2023 will decide where the three (3) different species of trees will be planted. No expenditure at this time.

NEW BUSINESS1. Consideration of Using Metro Funds to Improve Entrance to North Marek Road

Jonathon Stimson, Homestretch Housing, sent a letter explaining his request for funds. Because of the increased dwellings and additional traffic to the affordable housing site on Marek Road, upgrades to the intersection of M-204 and Marek Road, as well as widening and paving a portion of Marek Road are required. The road improvement includes replacing the culvert. Improvement of this road would lay the groundwork for future development. The Land Bank would match any funding approved by the township. For the Board's information, Mr. Stimson submitted a copy of a bid from Elmer's for the project.

Tom Nixon said the township in the past has approved road development. If the township approves using Metro Funds for this project, the Road Commission would have to agree to match the township's funding. The township receives approximately \$10,000.00 a year in Metro Funds and has about three years of Metro Funds. There is no perceived commitment for these funds. Improvement of North Marek Road is necessary for this project. There is no work force housing in the township.

Debbie Slocombe/moved, Doug Periard/supported, to give Metro Funds in the amount of \$15,000.00 to the Home-Stretch Housing -North Marek Road Project, contingent upon approval of the Road Commission participating in the project.

Discussion - Debbie Slocombe - the township was proposing to give \$15,000.00 for the Herman Park sewer. Vote on the motion: Yes: 3. No: 2, motion carried.

Tom Nixon said he will draft a letter to the Leelanau County Road Commission requesting its participation in this project.

2. Update on Proposed Pump Track at Herman Park - Pete Ostrowski

Tom Nixon said this project has been going on for 1-1/2 years. Discussion regarding the proposed pump track will be held at the November township meeting.

3. Revised Job Description Park Maintenance & Activities Assistant

The revised job description for Park Maintenance & Activities Assistant was reviewed. This person partners with Bill Drozdalski.

Dorothy Petroskey/moved, Sandy VanHuystee/supported, to accept the revised job description for Park Maintenance & Activities Assistant as presented, motion carried.

4. Ice Rink Park Reservation Form

The revised Ice Rink Reservation Form was submitted for approval.

Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve the Ice Rink Park Reservation Form for the winter months, motion carried.

5. Review Revisions to The Parks Ordinance

Tom Nixon said he would like discussion of revisions to the Park Ordinance to be held at the joint meeting of the township board and Parks & Rec Committee on October 26, 2022, and schedule for review and adoption at the November township board meeting.

6. Consider Discontinuing the Use of Zoom For Board Meetings

Tom Nixon said he thinks other governmental units have discontinued zoom meetings, noting there is an additional cost for zoom meetings.

Tom Nixon/moved, Sandy VanHuystee/supported, to discontinue zoom meetings for the township board and planning commission as of January 1, 2023.

Discussion - Dorothy Petroskey said the Planning Commission should discuss whether or not to have zoom meetings. Vote: Yes: 2 No: 3. Motion fails.

Doug Periard/moved, Dorothy Petroskey/supported, that zoom meetings should be on the November 2022 township board agenda, after the township trustee on the Planning Commission confers with the Planning Commission and asks if the Planning Commission is interested in participating in zoom meetings, motion carried.

Tom Nixon recommends that the township purchase a television.

7. Establish Committee To Review/Revise The Short Term Rental Ordinance

Dorothy Petroskey and Debbie Slocombe were appointed as a committee to review/revise the Short Term Rental Ordinance.

Debbie Slocombe/moved, Dorothy Petroskey/supported, to establish a committee to review/revise the Short Term Rental Ordinance, motion

OTHER BUSINESS

Tom Nixon said snow removal will cost \$40 per time this winter season at Herman Park. Amount is The same as last year.

PUBLIC COMMENT

Eric Carlson said the Leelanau County Board of Commissioners has not discontinued zoom meetings. Zoom meetings are very useful. Would advocate for maintaining electronic activity with the township.

Liz Mahaney asked if the township board was going to pursue the Michigan Economic Development Grant.

Debbie Slocombe/moved, Dorothy Petroskey/supported, to pursue the Michigan Economic Development Grant as presented, motion carried.

BOARD MEMBER COMMENTS

Dorothy Petoskey - commented on North Marek Road improvement.

Debbie Slocombe - commented on North Marek Road improvement.

Tom Nixon - Reminder - Joint Township Board - Parks & Rec Meeting on Wednesday, October 26, 2022, at 6:30 at Township Offices. Tom Nixon signed contract with AJ Excavating for the parking lot at Herman Park.

ADJOURNMENT

Tom Nixon adjourned the meeting at 6:24 p.m.

Minutes by Marge Johnson, Recording Secretary

Sandy VanHuystee, Clerk

Minutes Approved as-presented on November 16, 2022