

## MINUTES

### **SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING Wednesday, May 10, 2023, 5:15 pm in the Suttons Bay Township Office - (There will be a ZOOM site for remote access).**

#### **CALL TO ORDER**

Tom Nixon, Supervisor, called the meeting to order on May 10, 2023, at 5:15 p.m.

#### **Roll call of Board Members - Quorum Present**

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

Absent: None

Staff: Steve Patmore

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF THE AGENDA**

Consensus of the Board to approve the agenda as submitted.

#### **PUBLIC COMMENT**

None.

#### **CONFLICT OF INTEREST**

Debbie Slocombe said she will not be voting on Item 4 under New Business, based on the fact she has a quote for landscape maintenance of Herman Park.

#### **REPORTS**

- Treasurer- Dorothy Petroskey
- Planning & Zoning - Steve Patmore
- Parks Superintendent - Bill Drozalski.
- Parks & Recreation Committee - Liz Mahaney - Update on dog park.
- Fire Authority - Approved Fire Chief's Contract for three (3) years

#### **OLD BUSINESS**

1. Approval of Minutes: April 12, Regular Board Meeting & April 27 - Special Meeting

***Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve the April 12, 2023 Minutes as presented, carried.***

***Debbie Slocombe/moved, Dorothy Petroskey/supported, to approve the April 27, 2023 Minutes as presented, carried.***

2. Payment of Bills

***Sandy VanHuystee/moved, Tom Nixon/supported, to approve payment of the bills in the amount of \$30,090.81, carried.***

3. Review Recent Revisions to T.A.R.T Draft Trail Extension Agreement  
The T.A.R.T. Draft Trail Extension Agreement was reviewed. Tom Nixon said T.A.R.T wants to use the land outside of Suttons Bay Township Office Building for an access trail to get to the parking lot. T.A.R.T will maintain the boardwalk and maintenance overall. Kevin Pryor and Chris Branson have an interest in the Agreement. The Board expressed concerns regarding traffic and parking, and the need to install a sign to let people parking is not allowed on township property. Tom Nixon said he will discuss the Board's concerns with representatives of T.A.R.T Trail. The Agreement will be brought back to the Board at a later date.

### **NEW BUSINESS**

1. Review Memorandum of Understanding with NMMBA for Pump Track  
Tom Nixon said the Board should send NMMBA a note stating issues the Board is uncomfortable with. Chad who represents the pump track said he will have a sign prepared - "Use at your own risk" for the Board's review before its installation at Herman Park.
2. ***Dorothy Petroskey/moved, Sandy VanHuystee/supported, to appoint Supervisor Tom Nixon as the Official Representative on the Hansen Plaza Condominium Board, carried.***
3. Approval to Seek SPARKS Grant for Children's Playground at Herman Park.  
Bill Drozdalski said the Township did not receive the SPARKS Grant for the Children's Playground at Herman Park. The Township can resubmit the grant application with updates by June 28th, 2023. At the next Township Board Meeting the Board would adopt a Resolution for the SPARKS Grant.  
  
Consensus of the Board to move forward with reapplying for a SPARKS Grant for the Children's Playground, and to apply for a grant for the pickle ball courts at Herman Park.
4. Approval of Landscape Maintenance Quote for Front Entrance at Herman Park, submitted by Creative Designs.

Creative Designs submitted a quote for landscape maintenance for the front entrance at Herman Park for \$700.00.

***Sandy VanHuystee/moved, Dorothy Petroskey/supported, to accept the quote from Creative Designs for \$700.00 for landscape maintenance for the front entrance at Herman Park. Roll call vote: Yes: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Doug Periard. Abstain: Debbie Slocombe. No: None. Motion carried.***

5. Approve Tobin & Company as Auditor.

***Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve Tobin & Co. as the township auditor, carried.***

**PUBLIC COMMENT**

Bill Drozdalski asked what is the status of tree planting approved by a grant for Herman Park. Debbie Slocombe said the trees will be ordered and can be planted all summer long at Herman Park.

**BOARD MEMBER COMMENTS**

Dorothy Petroskey - Thank you to the volunteers who will be helping Debbie Slocombe with her project at Herman Park.

Sandy VanHuystee - Will be resigning as Township Clerk, effective May 31, 2023.

***Tom Nixon/moved, Dorothy Petroskey/supported, to accept Sandy VanHuystee's resignation as Township Clerk, effective May 31, 2023, carried.***

A Special Township Board Meeting is scheduled for Wednesday, May 17, 2023 at 5:45 pm to appoint Jean Moe as Township Clerk, effective June 1st, 2023 to fill the unexpired term until November 2024.

Tom Nixon - Agreement with Netlink for equipment upkeep for \$1,100.00 a year which was budgeted for.

May 20, 2023 - Clean Up Day

Dorothy Petroskey - requests that Sandy VanHuystee to attend the June Board Meeting.

**ADJOURNMENT**

Tom Nixon adjourned the meeting at 6:08 p.m.

Minutes submitted by Marge Johnson  
Sandy VanHuystee, Clerk

**Minutes Approved as-presented on June 14, 2023**