

MEETING MINUTES

Meeting of the Suttons Bay Township Board
Wednesday, June 12, 2024 @ 5:15 PM
Sutton Bay Township offices
95 W Fourth Street, Suttons Bay

CALL TO ORDER

Supervisor Doug Periard called the meeting to order at 5:15pm.
Roll Call Attendance: SB Twp Supervisor Doug Periard, Trustee Eric Carlson, Twp Clerk Jean Moe, Twp Treasurer Dorothy Petroskey, Trustee Debbie Slocombe
Staff: Recording Secretary Mary Kuznicki
Parks Manager: Jared Pontius
Assistant Parks Manager: Pete Ostrowski

APPROVAL OF THE AGENDA

Motion to approve the agenda by Moe, 2nd by Carlson, editing the order of the agenda by Periard.
Due to timing, Supervisor Periard suggested the agenda points be addressed out of order to Accommodate Larry Mawby as well as consolidate the Parks & Recreation Report with other Parks and Rec items under new business.

CONFLICT OF INTEREST

None

PUBLIC COMMENT

Sandy Boone, Suttons Bay/Bingham Township Public Library comment: The Library is looking for a Township resident to join the Board of Trustees, the committee needs one SB Twp representative. Meetings are on the 3rd Wednesday of the month at 9:00am, the term is for 4 years. The library is seeking recommendations from the SB Twp Board.

NEW BUSINESS

1. Larry Mawby - Work Force Housing Pilot Ordinance –
 - a. Mawby is requesting the SB Twp Board to offer PILOT (Payments in Lieu of Taxes) for affordable housing with adoption by November 1, 2024.
 - b. Intergovernmental Agreement between SB Township and Village re: municipal sewer and water. Seeking a solution so that MSHDA will have to offer tax dollars for septic & water.

REPORTS

1. Planning & Zoning – written report submitted by ZA Patmore (absent)

- a. Carlson shared Draft of Annual Report submitted by The Planning Commission
 - b. With the SB Twp Board's permission, the Planning Commission will seek a proposal by Giffels Webster to work on a New Master Plan for the Township.
 - c. Storage/Condo Project on Richter Road- Zoning Ordinance will need a small amendment to allow this project to move forward.
2. Parks & Recreation - Report moved to New Business with other topics pertaining to Park & Recreation
 3. Fire Authority - Petroskey
 - a. Board wrote off some accounts
 - b. The old section of the Fire Dept building was built in 1979. A remodel is under consideration.
 - c. Plans will be reviewed for the remodel along with costs at the August meeting

OLD BUSINESS

1. Approval of the Minutes
Motion by Moe to accept the Meeting Minutes dated May 08, 2024, 2nd Slocombe.
Minutes approved as amended.
2. Payment of the Bills
Motion by Slocombe to pay bills for month of June 2024 in the amount of \$44,560.94, 2nd by Carlson. Jean Moe gave explanation to some of the increases due to election expenses and the MTA bill. All Ayes, motion passed.

NEW BUSINESS

1. Larry Mawby - Work Force Housing Pilot Ordinance- Previously addressed.
2. Discuss Pickleball Court Donation
 - a. Donation to purchase VAPTR machine to dry Pickleball Courts
 - b. Donation to purchase a defibrillator @ Herman Park with code-locked cabinet.
Pete requested authorization to research these 2 items. Trustees agreed that donations for these projects should be deposited and purchased under "Friends of Herman Park".
 - c. Fencing company was on site today. Discussed purchasing & installation of wind screens

Park & Rec Report moved to **NEW BUSINESS**:

3. Park Manager Report – Submitted by Jared Pontius
 - a. Received 3 bids on sidewalk. Trustee discussed bids and their parameters with regards to direction and angles. Motion to approve Outside Edge Concrete Construction company to install sidewalk based on quote by Slocombe, 2nd by Petroskey. All Ayes, motion approved.

- b. Turf Management quotes by Weedman& Tru Green. They will put down 4 applications due to the timing and beginning late in the season. Pete will talk to Leelanau Soccer field to pay for materials and see if they are willing to provide labor to install. Also to ask for 10% discount if paid in full.
 - c. Herman Park mowing times need to be agreed upon. Close Dog Park on Sunday evenings to allow mowing from 7-9pm
 - d. Vic Steimel Park needs Poison Ivy Control- Jared will get a quote
 - e. Pete handed out the Tennis & Pickleball court schedules. Potential instructors at Herman Park need to fill out an application before starting classes.
 - f. Bingham Parks & Rec contacted Jared to discuss potential collaboration of events held between SB Twp and Bingham Twp.
4. Contract for Pavilion Painting
Intex Painting was contracting back in 03/2023. The contract was signed, by then Supervisor Tom Nixon. Company will honor the quote. Color of uprights and gazebo were discussed. Petroskey made a motion to accept and continue with the contract for painting, 2nd by Carlson, motion passed.
5. Discuss Time Change for Board Meeting
Discussed new time for SB Twp Board meetings. Moved the start time of the SB Twp Board meetings to 6:00pm, with notice to public.
6. Planning Commission Annual Report. Township Board accepted the 2023 Suttons Bay Township Planning Commission Annual Report.

PUBLIC COMMENT

None

BOARD MEMBER COMMENTS

Dorothy shared with Pete comments received from a resident regarding pickleball court time

ADJOURNMENT

Meeting adjourned by Supervisor Periard at 6:38pm.

Submitted by Recording Secretary Mary Kuznicki

Township Clerk, Jean Moe

Minutes approved as-presented on July 10, 2024