**ANNUAL MEETING AND BUDGET HEARING**

**OF**

**CLEVELAND TOWNSHIP**

**LEELANAU COUNTY, MICHIGAN**

**Saturday, March 23, 2024, at 10:00 AM**

# The meeting was called to order by Supervisor, Tim Stein, at 10:02 a.m. Present on roll call were Todd Nowak, Tim Stein, Jan Nowak, and Tracy Olsen.

**Annual Meeting:**

Pledge of Allegiance

Approval of minutes from March 18, 2023, Annual Meeting and Budget Hearing-

# Motion by Kathryn Erwin and seconded by Gwendolyn Allgaier to approve the March 18, 2023, Annual Meeting and Budget Hearing Minutes. Ayes: 5, Nays: 0. Motion carried

1. **Supervisors Annual Report- Tim Stein:** Spoke about the Short-Term Rental Ordinance. Township has been working on more than a year now developing and trying to determine a need for a short term rental ordinance within Cleveland Township. After considerable work by Planning Commission and with information forwarded on to the Cleveland Township Board, the Cleveland Township Board at their March 12 Board meeting approved moving ahead with a township short term rental ordinance. Current plan is to have published a notification of a public hearing Tuesday May 14 @ 6:30 pm at the township hall where we will go into details of a Short Term Ordinance that will allow for any public input back to us that may be pertinent. After that public hearing the board is looking to take action to tentatively approve a short term rental ordinance for Cleveland Township. The ordinance is proposed, as will be discuss at the public hearing, to go into effect June 14, 2024. Thirty days after the public hearing which is required by law. The permits would then be available effective almost immediately available on line by June 3. Will have it all detailed on the website. Proposed to be enforced by July 1, 2024. Key points to the ordinance that we have developed so far would be a 3% permit ratio to effective properties which would allow for 36 permits on to the onset. Proposed annual few of $350. Septic inspection every 5 years. Capacity max of 12 persons. Township Zoning Administrator, Scott Sheehan slated to administer the Short-Term Rental Ordinance. Have contracted with a private concern Granicus Corporation to give us all the support data we need to administrate the ordinance. They are currently being used by Bingham township, Suttons Bay township, Suttons Bay village, and Leelanau Township.

**Key Points During Public Comment**: What about people that already reservations for the summer have will there be leeway for this. Only 32 permits are applicable right now in residential 1, 2 and 3 zones. The rest are in commercial resorts and in business and they are allowed. Looking forward to STR to help protect our neighborhoods and preserve where we live.

* **Update from Leelanau County Road Commission re: East End of Little Traverse Lake Rd and Scenic Mountain View Estate Subdivision - Tim Stein:** East End of Little Traverse Lake Rd is slated to be complete in the Summer of 2024. Did the main section and middle section 2.4 miles, now coming back and doing 6, 10ths of a mile on the East End of Little Traverse Lake Summer of 24. The Leelanau County Road Commission wants to do a 60/40 split on this section again. Cost of doing this entire section is estimated at 314,000. Cleveland’s township cost on this will be approximately 190,000 to complete the East End of Little Traverse Lake in 2024. When we get to the budget you will see we have budget 200,000 to cover that. We are anticipating in 2025 to look at finishing the West of Little Traverse Lake Rd down on the west end. This will be contingent on some of the actions being projected by the Sleeping Bear Heritage Trail group. Another anticipated project of 2025 the re-paving of Scenic Mountain View Estate the estimated cost to re-pave that would be approximately $354,000. $353,760.00 from the Leelanau County Rd Commission they gave estimate on. Hoping for 60/40 split but the county is a bit evasive on that. They claim they do not have enough money currently to maintain the county roads. They do need to maintain those roads 100%. The township roads are falling to the townships to maintain. Per a document the Road Commission gave to us a listing of our township roads and how they are rated. Estimated cost of repairing paved township roads within Cleveland township the estimated cost is currently an excess of 3 million dollars. If we have to bring all roads up to Poszer rating of ten we would be looking at that. We have currently able to do road repairs within the township budget using our general fund monies.
* **Summer of 2024 complete paving of East End of Little Traverse Lake Rd project with the Leelanau County Road Commission**
* **2024-2025 complete the repaving of Scenic Mountain View Estate which houses and good amount of our residents.**

**Key Points from Public Comment:** Where they repaved the road on Little Traverse Lake Rd people seem to drive a lot faster, any way not to pave them to slow down traffic. 40mph speed limit. Speed bumps were discussed, double yellow line is on the road.

* **Update and Review of Action Plan on Proposed Route of Segment 9 of the Suttons Bay Heritage Trail – Julie Clark – Director of Tart Trails and Krista Phillips MDOT representative on the Sleeping Bear Heritage Trail –** Krista PhillipsMDOT design project manager for the trail, MDOT is the project manager, but project owner is the National Park Services. An agreement dating back to when Sleeping Bear Heritage Trail was first started to being constructed. MDOT has been the designer and construction manager for the entire Trail. An agreement with the Park Services to complete the entire Trail. Segment 9, second to last far north end of sleeping bear dunes. We started formally with the design on the alignment that has already been determined way back when. Trail end at Bohemian picking up the trail and building a small Trail Head parking lot at the NE corner of Bohemian Rd and M22 and the trail will go along M22 in the MDOT right away and partially into the park service property till it gets to Traverse Lake Rd where it turns North and goes along Little Traverse Lake Rd right away then goes back into Park Services Land from there. Mostly staying in Park Service Land and what’s called the wilderness boundary area. Started design about a year ago, and we have completed the 60% design milestone. We are between 60-90 where a lot of things happen. We cant get to 90 until we check a lot of boxes, such as getting our permits through EGLE, happening very soon. As soon as we submit to EGLE they review it and open it for a 30 day public comment period. Sleeping Bear Dunes NPS is already requesting a public hearing we will have a public hearing on the permit. We already have public meeting coming up in Cleveland Township Hall April 29 from 5pm -7pm. We will have a national park services, our designer, consultant, OHM, TART, and MDOT. We will have plans and if you are a property owner along the trail or just interested in where the trail is going or ask questions, we will have details and visual aides. We are hoping to have our 90% plans done by May then we would submit our final plans in June and get bids from contractors in August and begin construction in Fall. What construction means is tree removal and clearing this winter. Actual construction would begin that Spring. Julie Clerk – Funding is a public/private partnership that is how its been the whole way through. A significant amount of federal grants have gone into this as well as private funding we are continuing that same model. At this time applying for a lot of federal grants that are out there. Hope to kick of the final stage of private funding later this summer or early next year.

**Key Points During Public Comment:**

* + Tim Stein addressed 2 letters from residents that were unable to attend the meeting why are we not conducting a new environmental assessment before beginning this project. We need a new environmental assessment that takes into account the proximity of the wilderness area, the critical dune area, state regulated wetlands, and the destruction of 7300 trees. The construction of sand dune barriers as up to 15 foot high, use of road building equipment to constructed asphalt like trail and considers less damaging alternatives such as using Bohemian Rd to end the trail to end the trail at the South Shore of Lake Michigan.
  + Opposed to Segment 9 it will ruin the natural beauty of Little Traverse Lake Rd and tear up the land North of the road all they way to Good Harbor Rd. It should follow M22 as it has so far. Bike paths should not run through property like a nature preserve, wildlife sanctuary, or national lake shore, or wetlands. I recommend a special meeting be planned for month or July or August when more people that own property on Little Traverse Lake are present.
  + Total cost of Trail 14.5 million which includes engineering, design, construction, maintenances, endowment, as well as property management, signage, as well as campaign expenses. 11.7 million of that is estimated for construction.
  + Target the beech trees due to the tree disease taking down healthy trees.
  + Trail will be 10 foot wide asphalt path, 12-14 foot boardwalk area through wetlands.
  + Permits into EGLE and public hearing that form of process before the 90% completion. Public hearing is separate from Public meeting. Public meeting is just informational for anyone to come in and look at the design plans. Public hearing through EGLE is a formal process that EGLE will run.
  + When the plan was formulated the environmental analysis was done it was found to have no significant impact that was the terminology was used and that was challenged in court and upheld.
  + National Park Services would have to get on board to change the plan if change is wanted. This has gone through significant public design, significant public input and it has not changed the National Park Services opinion on brining it to Good Harbor. They park wants a non-motorized trail throughout the entire lake shore.
  + 2018 a 1.5 year spend on having it go on existing roads not permittable by Leelanau County Road Commission due to speed and safety
  + Funding that has been raised a little over 5 million for the Trail.
  + Possible upside how it will impact those in our community for those who don’t have full access to the trail.
  + April 29 5pm-7 pm issues that are being discussed as concerns they can see pictures have full access to plan, see the pathway, the parking. Concerns with it not being on a weekend so people can have access to coming for greater access. Public access to have in on the weekend. Open to doing a weekend meeting so people can come. No press release announcing a date and time so are open to changing it to another date for more people to attend. Public meeting is more of a time for getting information. Park Services will be there hoping the Leelanau County Road Commission will be there too and help answer questions.
  + Once the alignment is decided through this public process then it goes through the formal review process which makes it legal and hard to fight anymore. A lot of times has been invested and effort into this so it is moving forward.
  + Still figuring out how to construct that area of undeveloped land how are we going construct it how are we going access it get more clarity on that EGLE will want to know about that. Its a lot of area choice between dune and wetland. Are we going to put more retaining wall to hold back some dune or are we going to boardwalk over the wetland. A lot of areas we are trying to brainstorm about it still have to answer those questions.
  + MDOT requires the trees that are cut down to be removed.
  + Public input meeting will get that posted on the website.

**Review Two August 6, 2024, Millage Ballott Requests – Fire/Emergency Services (2.5 mil) and Road Repair and Maintenance (.5 mil) – Tim Stein –** Roads repair and maintenance will be on the ballot. The only thing it can be used for is to facilitate these road repairs that are ahead of us. We paid $200,000 to date of our share for Little Traverse   
Lake. We are looking at another close to $200,000 to complete that. We are looking at quarter of a million dollars for Scenic Mountain View Estates. We cannot continue to do that with our general fund balance or we are going to run out of money. If .5 mil gets approved, which amount to .50 for every 1,000 of taxable value. Its 2024-2028 will raise an estimated $79,000 in its first year. This will be on the August ballot, urge you to give your consideration to that. Will keep our roads up to date. Other millage request is the Fire/Emergency Services 2.5 mil. If you look at what the surrounding townships are paying it’s a considerable value. 2024-2026 looking to raise 340,000 in the first year. CAFR offer 2 year budgets, which allow the townships to adjust millage requests, accordingly.

**Public Comment** – None

**Update on County Internet Initiative and County Overview – District 6 Commissioner Gwenne Allgaier –** High Speed Internet 2 programs going to broadband to everyone in the county. If anyone knows anyone without internet please let her know she would like to have a list to keep them informed about what’s going on. 2 programs going our intent 3-4 years ago to have broadband to everyone in the county. We had 25% of residents with no broadband or in adequate broadband, still having people working off a hotspot off their phone to get broadband. Very expensive to get it covered. We have 2 companies working doing our best to proceed as their cost mount continued to be negotiations. State from Arba Funds did have money for a Michigan High Speed Internet Fund another program coming BEAD its still coming but the guarantee will be that every single household will have broadband. How we are going to pay for it is still being worked on. Its very expensive but needed more and more. Just passed mileage’s request for parenting communities and for senior services millage. No one is raising our rates taking care of our young and old. Parenting communities if you have a baby in the hospital, you have someone to call that first night. You have someone to help you till that child is in school. We just applied for a solar grant. We would like to get more federal/state money to augment your taxes we have not raised taxes in years we are not going to do it again. There were a lot of great applications for that solar grant so we don’t know if will get it. Environmental services if you need a septic or well permit it will be in the lower level of the building. If you are doing any construction, building codes the conservation district and environmental services will all be in the same location. Will have moved in by April 4.

**Public Comment:** None

1. **2024/25 Salary Resolutions – Tim Stein -** 
   * 1. Review recommended salaries for elected officials in fiscal year 2024/25- Supervisor: $15,585, Clerk: $21,650 Treasurer: $19,170 Trustees: $175 per meeting. Looking at the MTA numbers from the website took the existing salary and increased the medium level from the MTA site.

**Public Comment: David Skjaerlund made a motion to increase Supervisors, Clerk, Treasurer, and Trustees salary as proposed for the fiscal year of 2024/2025, which was seconded by David Spathelf. Motion passed.**

1. **Planning Commission Annual Report Update and Review- Todd Nowak:**

- Regular Meeting had 12, 3 Public Hearing Feb, Sept, and Nov.

- Significant action and accomplishments - Amendments on setbacks, accessory dwellings, and Short Term Rental Ordinance and the master plan. Also had a site plan process for the Leelanau Conservancy partial on S. Wheeler Rd that we recommended for approval to the board.

**Public Comment**: None

* **Update on Status of Cedar Area Fire and Rescue Department- Review Annual Budget-** **Chief Doornbos:** Annual report posted on website: Chief Doornbos was attending 4 of the annual township meetings that day so he came in at the end to answer any questions or concerns with Cleveland Township Residents.

**Key Highlights in the 2023 Annual Report**

* Nailed down FD Mission, Vision and Values
* Budget Breakdown funded by over 90 % by contributions from Centerville, Cleveland, Kasson and Solon Townships. The 2023/2024 Fiscal year operating budget totals $1,199,915.16. Of this, $1,083,915.16 is contributed by the townships, while a remainder is funded through charges for ambulance transports, utility company standbys, and ambulance standbys at Glen Lake Community School Sporting Events.
* The Four townships are also contributed a total of $92,789.45 to the department for capital expenses in the 2023/2024 fiscal year. This money is used to pay for new equipment, such as apparatus, air packs, EMS equipment, and station equipment.
* In 2023 capital monies were used for loan payments for the primary ambulance and engine, to complete the purchase of the new command vehicle, received in December 2023, and to make a down payment of a new ambulance, to be received in 2025.
* Budget changes- over the last 6 years these increases have allowed the department to transition to a 24/7 service model providing ALS advanced life support services with a fulltime chief.
* In 2023 Cedar Fire and Rescue responded to 523 calls for service.
* Working on physical fitness is becoming essential to perform the daily duties of the job.

:

**Citizens Comments and Concerns:**

**Barbara Stamiris-** Length of time from the fist environmental assessment lets say 2009 till now. 15 years now a climate crisis has been on the nightly news. No one mentioned the climate crisis things can change in 15 years, they have changed and the most important point I have heard or question I heard asked was what means do we have to reconsider this 15 year old decision. It sounds like the April 29 meeting is strictly for information purposes. When can we as humans reconsider so the climate crisis that needs to be taken into account. I do want to speak of the 4 main areas being effected the dunes, the trees, wetlands, and the wildlife. I want to speak for the wildlife today and I mean its been back and forth crazy I think we have all been aware locally of the spring then back to winter. We as human beings are in the habit of putting our wants of in front of environmental and wildlife needs. Two lines of what I woken up one morning, kind of shaken after I heard about what was happening at the end of the Heritage Trail. I said greedy humans are we that needing every last mile, more important than any squirrel, bird, or root of tree.

Long ago we had a MSU person come up and talk about trees. Those of us that use that property back there on Little Traverse Lake its really devastating. We are lucky that we are not getting the rain fall but if we did that serious drought that fuel load would be a danger to the North Shore.

**Motion to by Adjourn John Imboden seconded by Charlie Baum to adjourn annual meeting at 11:40 am Motion passed on a voice note.**

## **Budget Hearing and Purposed Budget:**

1. Review Proposed 2024/25 Fiscal Year General Fund Budget
2. Twp. Taxable Value just shy of 157,000,000.00. A hair over 9% increase from 2023, and 3.4% came from CPI, the rest of it came from new construction in Cleveland township, and increased resale causing the uncapping of properties.
3. Key Revenue Items
   * 1. 0.5491 GOA: $79,050
     2. 2.25mill Fire/Emergency: $323,920
     3. State Revenue Sharing: $120,441
     4. License and Permits: $17,000
     5. PILT/Reimbursement $12,000
4. Key Expense Items (i.e. Fire/Emergency Services)
   * 1. Fire/Emergency Services $392,490
     2. Wages $93,105
     3. Professional Services $40,400
     4. Roads $200,000

Total Expenditure is 92.2% of planned expenses.

1. Restate/Review Total Revenue versus Total Expense
   * 1. Revenue $687,836 vs Expenditures 731,705
     2. General Fund Balance as of 2/29/24 $565,601
     3. Projected General Fund Balances $521,732

**Motion by Gwenne Allgaier and seconded by Lynn Allgaier to adjourn Budget Hearing at 11: 50 am. Motion passed on a voice vote.**

**Cleveland Township Board- Special Meeting March 23, 2024:**

The meeting was called to order by Supervisor Tim Stein at 11:51 a.m. Present on roll call were Jan Nowak, Todd Nowak, Tim Stein, Tracy Olsen.

1. **Consideration of Agenda-** none
2. **Public Comment on Agenda-** none
3. **New Business** 
   1. **Consideration Agenda to approve amended 2024-2025 General Fund Budget that took place during public budget hearing –**

**Motion by Todd Nowak and seconded by Jan Nowak to approve the Amended 2024/2025 General Fund Budget. Ayes: 4, Nays: 0. Motion carried.**

**b. March End Payment of Bills-** none

**Public Comment: None**

**Motion by Tims Stein and seconded by Todd Nowak to adjourn Public Hearing Meeting at 11: 55am. Ayes: 5, Nays: 0. Motion carried.**