

**LELAND TOWNSHIP BOARD MEETING**  
**Monday, October 14, 2024 – 7:00 p.m.**  
Leland Township Library, Munnecke Room  
203 E. Cedar Street, Leland, MI 49654

**MINUTES**

**PRESENT:** Supervisor Susan Och, Clerk Lisa Brookfield, Treasurer Shirley Garthe, Trustee Clint Mitchell, Trustee Mariann Kirch.

**GUESTS:** 30

**CALL TO ORDER:** Ms. Och called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

**APPROVAL OF AGENDA:** Garthe moved to approve the agenda as presented; supported by Brookfield. Motion carried. 5,0

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST:**

Kirch noted that she would not be voting on item #6 because she made the sign.

**APPROVAL OF MINUTES**

**September 9, 2024 (Regular Meeting):**

Two corrections were noted by Mitchell.

**ACTION:** Garthe moved to approve the minutes of September 9, 2024, Regular meeting, as presented and amended; supported by Brookfield. Motion carried. 5,0

**September 5, 2024 (Special Meeting):**

**ACTION:** Brookfield moved to approve the minutes of September 5, 2024; Special meeting; supported by Garthe. Motion carried. 5,0

**PUBLIC COMMENT**

Kathy Dawkins – She is concerned that the Township is making a quick decision about the Library property transfer. She requested that a special meeting with the Board and the Library Board be held to give information to the public.

She also commented on salary raises of Township officials. Others, besides Och, received a 20% raise.

She commended Och for removing the ropes of the swimming area.

Steve Mikowski – He shared Dawkin’s concern about the transfer of the library property and would like more information and thought about the transfer.

Mr. Mikowski presented his request to hold a referendum vote on the Leland Township Zoning Ordinance 96-1. This is the 337<sup>th</sup> month this request has been made. He also asked the Board to correct a longstanding error denying a 17 ½ inch side yard setback variance. This request has been made since 1983 at Planning and Township meetings.

Maude Babbington - MDOT has installed new parallel parking signs in response to local requests.

**REPORTS FROM BOARDS AND COMMISSIONS** – Reports are online and on file at the Leland Township Office.

Fire & Rescue, Chief Dan Besson

Chief Besson gave response statistics for the month. He acknowledged 3 promotions and several long-term service recognitions. 7 of 9 firefighters now have a paramedic license. Events for Fire Prevention month have been going on.

Planning/Zoning, Tim Cypher

The PC reviewed the Master Plan and issued 8 permits. Cypher commended the PC members for their time, effort, and diligence in reviewing the master plan. He encouraged the Board to accept the changes and have a legal review.

Harbor – No report

Sewer, Steve Patmore, absent

Och – The odor at Duck Lake corner has been addressed.

Parks & Rec – Tim Zywicki

Most docks have been removed. There was a call about the soccer field being dry with little grass. There is a meeting tomorrow and they will be working on the 5-year plan.

County Commission, Kama Ross

She encouraged the public to attend County meetings. They have been discussing the budget and hope to be done by November. She encouraged the public to look at the County Apportionment Report for interesting information. The County continues to look for a new administrator. They will be taking applications until November 7. She reported on her work with the Road Commission: M72 south of Leland and Overby Road. She reported that the airport is expanding. It will be funded differently, not with taxpayers' dollars.

### **TREASURER'S REPORT**

Ms. Garthe reported on income and expenses for the last month. \$18,452 came in as sewer funds. Property taxes can be paid until March 1.

**ACTION:** Mitchell moved to approve the Treasurer's Report as presented; supported by Kirch. Motion carried. 5,0

### **SUPERVISOR'S REPORT**

A written report was submitted to the Board prior to the meeting. It is on file at the Leland Township Office.

Och gave information on agenda items. The firefighter's contract is coming up and meetings with the union will be held. We need to think about event planning. This summer we had three events on one day. There were complaints that came in about the bike event.

## **ACTION ITEMS**

1. Approval to purchase a new commercial chassis Spencer Tanker Truck – not to exceed \$660,000.

Chief Besson wants to replace the tanker with a pumper tanker. A committee worked on it. Besson explained the need for the tanker, the options that were explored, and the finance plan for the purchase. He wants to order it now as it will not be delivered for approximately 2 years. Steve Buckner, a representative of the manufacturer, was present to answer questions. He explained the financing options.

**ACTION:** Brookfield moved to approve the purchase of a new commercial chassis Spencer Tanker truck, not to exceed \$660,000; supported by Garthe. Motion carried. 5,0

2. Approval of Leland Township Draft Master Plan.

**ACTION:** Mitchell moved to approve the Leland Township Draft Master Plan pending the attorney review and comment; supported by Garthe. Motion carried. 5,0

3. Approval of transfer of Munnecke property to Leland Township Library.

A workshop meeting with the Township Board and the Library Board was held on 10-10-24. A revised agreement was reviewed and submitted for legal review. There was some concern from the Township Board about the \$200,000 cash payment. Mitchell and Brookfield were in favor of the agreement. The Library has access to funds that the Township does not. The Library is very committed to this project. The Township use of the property would remain. Och would like a conversation with Robin Schmidt. She has some questions about the transfer of the permit and the Township's disposal of property policy. The public has asked for more information. Mitchell noted that the property is unsellable. The property could be bonded after the transfer and would be bonded via the Township. There was discussion about the current financial commitments of the Township. The \$200,000 cash payment is feasible at this time. This payment would strictly be used for the repair of the seawall.

**ACTION:** Mitchell moved to approve the transfer of the Munnecke property per the agreement to the Leland Township Library; supported by Brookfield.

DISCUSSION: Education of the public was discussed.

Mothe carried. 4,1

4. Approval of the Township audit for fiscal year ending March 31, 2024.

**ACTION:** Brookfield moved to approve the Township audit for fiscal year ending March 31, 2024; supported by Garthe.

DISCUSSION: There was discussion of an item on page 6. The audit did not reveal any problems with how the Township is handling its finances.

Motion carried. 5,0

5. Approval to request an estimate from PK Striping for LPS-requested striping on River and 4<sup>th</sup> Street and Grand Ave., hatch marking on Reynolds St. – Clint Mitchell.

Mitchell has investigated the need for the striping and hash marks and explained the proposed project. Och asked for an estimation for striping on Meinrad street as well.

**ACTION:** Brookfield moved to request an estimate from PK Striping for LPS-requested striping on River and 4<sup>th</sup> Street and Grand Ave., hatch marking on Reynolds St., and Meinrad Street.; supported by Garthe. Motion carried. 5,0

6. Approval of sign and reimbursement to Mariann Kirch for materials.

Kirch discussed the sign that she designed and made for the Township building. She is asking for reimbursement of 494.61 for the cost of the materials. She discussed the thought that went into the design. Kirch explained how it would be installed. The bushes would have to be removed or cut back.

**ACTION:** Mitchell moved to approve reimbursement to Mariann Kirch for materials of the sign of \$494.61; supported by Brookfield.

DISCUSSION: There was discussion about any other costs involved.

Motion carried. 4,0 (Kirch recused: conflict of interest)

7. Memo from Clerk designating the Deputy Clerk as the Event Coordinator.

It will increase the pay for the Deputy Clerk. Brookfield explained the work involved. There are about 18 events for the summer when it used to be about 5. There was discussion about emergency plans for events and double booking of events. There is room in the budget to pay the Deputy Clerk. The board was in favor of moving in this direction.

8. Set Public Hearing date for Sunset Shores, November 1, 2024.

The attorney has said that it is a good idea to have a hearing over the increased costs of the project. The project is out for bid now. An updated cost of the project is needed. Would we need to amend the original resolution that created the special assessment district? A public hearing could be held before (on the same day) the next Board meeting. A second hearing could be done at the December meeting and it will require a resolution.

There will be a public hearing at 6:30 p.m. on November 11 prior to the regular Township meeting at 7:00 p.m.

**ACTION:** Mitchell moved to set the Public Hearing date for Sunset Shores as November 11, 2024; at 6:30 p.m.; supported by Garthe. Motion carried. 5,0

9. Approve bid award for phase 2 of sidewalk project, authorizing Supervisor to sign contract.

**ACTION:** Brookfield moved to approve the bid award to Elmer's for phase 2 of the sidewalk project at \$146,974.49 and authorizing the Supervisor to sign the contract; supported by Mitchell. Motion carried. 5,0

10. Obligate AARPA funds of \$106,486 for phase 2 of the sidewalk project.

**ACTION:** Brookfield moved to obligate AARPA funds of \$106,486.00 for phase 2 of the sidewalk project; supported by Garthe. Motion carried. 5,0

**OTHER/OLD BUSINESS** - None

### **BILLS AND ACCOUNTS**

The bills and accounts lists were distributed to Board members. There was nothing unusual for the month.

**ACTION:** Brookfield moved for payment of bills from September 10, 2024 to October 14, 2024; supported by Garthe. Motion carried. 5,0

### **CORRESPONDENCE**

Och noted a correspondence of a franchise renewal in 2027.

**BOARD COMMENT** - None

### **PUBLIC COMMENT**

Cortney Biersbach – She encouraged the Board to monitor the work on the sidewalk project. The sidewalk by her house is chipping.

Heidi Weckwert – She thanked the Board for taking action on the Reynolds Road lake access.

Steve Mikowski – He commented on the Township issuing a bond on behalf of the Library. He also gave a history as he remembered about the Planning Committee's review of the zoning ordinance and the ZO being voted down.

Keith Ashley – He chaired the Planning Committee when the zoning ordinance review was voted down. Changes were eventually made through the amendment process. He also commented on the sign made for the Township building. There was not a proposal for a sign to be made with the approval of the Board.

### **ADJOURNMENT**

**ACTION:** Garthe moved to adjourn the meeting at 8:54 p.m.; supported by Mitchell. Motion carried. 5,0

The next meeting is November 11, 2024.

Respectfully Submitted,  
Cindy Kacin, Recording Secretary

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

\_\_\_\_\_  
Susan Och, Leland Township Supervisor

\_\_\_\_\_  
Lisa Brookfield, Township Clerk