**Regular Meeting of the Township Board**

**Tuesday, December 10, 2024**

**Cleveland Township**

Supervisor Tim Stein, called the meeting to order at 7 pm. Present on roll call were Jan Nowak, Todd Nowak, Tim Stein, Tracy Olsen, and Angie Diotte

Public attendance Kathy Anderson, John Imboden, Gwen Allgier, Zach from the Leelanau Enterprise, Victoria Sutherland, and Matt Sutherland.

**Motion by Jan Nowak and seconded by Todd Nowak to approve November 12, 2024 Minutes.**

**Ayes: 5, Nays: 0. Motion carried.**

**Public Comment on Agenda-** None

**Supervisor’s Report – Tim Stein –** Email from Brenden Mullane following up on a couple of issues he is looking into for us on the Little Traverse Lake speed limit. The call is in to Michigan State Police, and we have to underwrite an engineering safety study which is in the works now. That would then be submitted by a qualified traffic engineer and then if in fact everything goes right in that engineering study there is a great possibility we would get the speed limit reduced to 35 mph based on current and past data.

**Clerk Report – Tracy Olsen –** A few cemetery requests I worked on**.** New computer looking at a total cost of $1,419.00 with the system and warranty come have Vince come out and set that up. Spoke with Cody at Up Ahead about a universal communication system to use with the township residents. The deal they have going is $199/month. Do not see it as something that would be beneficial for us. Need to call Samar at Pyramid Tax about moving forward with the New Payroll system to begin in January.

**Motion made by Todd Nowak and approved by Angie Diotte to move forward with the new clerk computer system expenditures up to $1500. Also, with Vince to set up the new computer.**

**Ayes: 5, Nays: 0. Motion carried.**

**Treasurer’s Report – Angie Diotte – November 30, 2024**

Beginning Balance $350,337.86

Disbursements -$151,236.42

Revenue $23,628.51

Balance $222,729.95

**Motion by Todd Nowak and seconded by Tracy Olsen to approve Treasurer’s Report for November 30, 2024 Report.**

**Ayes: 5, Nays: 0. Motion carried**

February office hours need to be posted on the website. December 26, 2024 and February 14 and 28 Angie to be in her office 9-5. All for the tax collection and publish in the newspaper. Summer tax collection from Northwest Educational Services ( used to be TBA) no changes same agreement $2.50 per parcel. Cleveland Twp to sign the agreement tonight.

**Motion by Tim Stein and seconded by Jan Nowak to approve the agreement with Northwest Educational Services for the collection of Summer School Property Taxes for the year of 2025 at the rate of $2.50**

**Ayes: 5, Nays: 0. Motion carried**

**Planning Commission Report –Todd Nowak –** Continued discussion on goals and action items on the Master plan. Dean Manikas has been in contact Yarrow Brown. Dean to contact Tim Stein about payment in lieu of taxes housing. Just a discussion at this point. If it bears merit we’re going to run that into survey along with the other stuff we are going to do for the Master plan. Lime Lake re-zoning will be looked at , as well. If there is any interest, we can certainly look into reviewing it.

**Zoning Administrator’s Report** – **Scott Sheehan:**  Land Use Permits Issued – Donna Harwick 6680 S. Lime Lake Rd. Building a barn.

Misc. I sent an application over to ZBA and PC for an applicant that wants to build a boardwalk through wetlands and end five feet of the water’s edge. I am working on getting all the information from another applicant that has a non-conforming home and wants to expand and remodel.

I have received a lot of calls with questions about the STR permits. Some of the issues I’ve had is applicants simply taking pictures of the forms and sending them, which turns out to be 5 different filed. So far, I have been emailing or calling the applicant and requesting them to resend in one file. We have over 20 applications for review.

**Zoning Board of Appeals Report –Jan Nowak –** None.

**Maintenance Report – Tim Stein –** Team Bobs Heating and cooling came in today. They are one’s that are qualified to actually work on fuel oil furnaces. Came in and did their annual maintenance for it. All up to date. New storm door on the back door as well.

**Assessor Report – Tim Stein -** No meeting needed.

**Other members – none**

**Old Business –**

1. **Update on 4 Township Fire/Emergency Department- Cedar Fire and Rescue – John Imboden -**  A few things of interest this month. In attendance Jeff Shaw township supervisor from Elmwood and another member from the fire staff expressing interest in potentially joining in our township making it from 4 to 5. A fair amount of enthusiasm on their side. Explore if something can work out would help share some cost going forward. They have their own station already. Discussions will continue. Steve Yoder the newly elected county commissioner from District 7 was at the meeting to see what we are all about. Also suggested the language in the interlocal agreement might be a high priority. New union contract negotiations have reached an end waiting on some numbers from insurance carriers on disabilities. Just arrived at the same time as the meeting. Those will be in and sent out the contract to the union for ratification. If the union ratifies from their side we will hold a special meeting in December to approve it for the board side since it needs to be done by the end of the year. Second station brought up, made a point that I would like to see just not an “ad hoc” new station here new station there. Some sort of long range 20-25 year plan where do we see ourselves in that. Operating costs over the last 5 years we have increased 63% obviously to get ALS it was a good thing but also suggested we can’t do that over the next 5 years. It was a Good Meeting.
2. **Review SBHT Segment 9 Status Re:** **NPS Decision – Tim Stein** – Segment 9 has been paused indefinitely. That situation is in the rear-view mirror for the moment. I have had some follow-up conversation with the Tribe and they are rather pleased the action took place.
3. **Update on STR application Progress for 2025 – Tim Stein** – Status and Approval. Meet with Scott Sheehan Saturday morning and go through the official approval process of the STR we have in hand at this point and time we currently have 20 agreements in hand. Will go through the approval process and get all those documented and noted. Move forward with that point forward and send out notifications accordingly after our meeting on Saturday.

1. **New Business – Consideration of Approval of Township Board Meeting Dates for 2025-26 – Tim Stein-** Continue to be scheduled second Tuesday of each month. Starting at 7 pm. Doesn’t seem to be any conflict. No election conflict’s this year.

**Motion made by Todd Nowak and seconded by Angie Diotte to approve the township board meeting dates for 2025/26.  
 5 Ayes, and 0 Nayes. Motion carried.**

**G.) Payment of Bills**

**Motion made by Tracy Olsen and seconded by Tim Stein to approve payment of bills for December 10, 2024.**

**5 Ayes, and 0 Nayes. Motion Carried.**

**E.) Correspondence – Tim Stein –** Received a letter fromBob Dekorne in reference to follow up to Sleeping Bear Heritage Trail and how it went and thanking us for our efforts with the bike trail. He uses the bike trail all the time but didn’t understand the reasoning why it went behind the proposed route.

**Open Forum Public Comment –**

**Victoria Sutherland LTLA** – Representing the Little Traverse Lake Association, none of the board members were available this week and they asked me to come and ask about a zoning change on M22. Wasn’t on the agenda. Tim Stein replied with No zoning change at this point in time. Paul Skiem sent an email before Thanksgiving he on the board of directors and chairman of communications. I told Paul there are no proposals so henceforth no proposed changes, hence no restrictions because there are no proposed changes to be restrictions. So unlikely residents of LTL concerns need to be heard. The only thing that will take place is the Cleveland Township Planning Commission does the required review of the township master plan 2025 is to review a section of the township where spot zoning and seek options on how to best address in the future.

**Kathy Anderson** – We haven’t received anything on STR you cashed our check in November. It’s supposed to be done by Nov. 30. What are you going to do with all these people applying when they were supposed to have them in by Nov. 30. Is that the cutoff? What about people being late applying for them. They can apply right up till Dec. 31. This is to start on January 1st. Some people haven’t even applied, there are more than 20 in this township that have applied. Will address as per the laid out in the STR policies and procedures and in place of the ordinance. What happens when someone calls in January and wants a STR permit. They must meet all the qualifications. They cut off when we don’t have any left, we have 36 available. No cut off till we get 36. Will keeping taking applications until we get to 36. Also do people have to get 2 separate permits if it’s all under the same property. It’s all laid out in the STR ordinance. It’s one permit per a property.

**Matt Sutherland** – I wanted to clarify that you have 20 agreements already, does that mean 20 have been approved. Scott and I will be approving them on Saturday. As long as they meet the criteria that is set forward and we have there application, have their check and everything is kosher there are probably going to get a permit.

**Gwen Alligier** – I have to say I am very disappointed that the trail was stopped because it was going to solve some serious issues one is the lake level, the culver which is very very old in which the road commission has said needs to be replaced. It will be very expensive and that was going to be covered by the trail. Yes I am sad for the trees I am more sad that more of them 7,000 trees come down when all of those beeches die and take down 1,2, and 3 other tress with them. They fall every week we watch them. There were other opinions.

**Motion made by Todd Nowak seconded Jan Nowak to Adjourn meeting at 7:31pm.**

Tracy Olsen, Clerk

Approved by Tim Stein, Supervisor