**Regular Meeting of the Township Board**

**Tuesday, May 14, 2024**

**Cleveland Township**

Supervisor, Tim Stein, called the meeting to order at 7:08 pm. Present on roll call were Jan Nowak, Todd Nowak, Tims Stein, Tracy Olsen, and Angie Diotte, and Tracy Olsen.

Public attendance John Imboden, along with 10 other people.

**Motion by Todd Nowak and seconded by Jan Nowak to approve April 9, 2024 Minutes**

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

**Public Comment on Agenda- None**

**Supervisor’s Report – Tim Stein –** Will discuss new business Item here

1. **New Business – Tim Stein –** Consideration for Approval of Cleveland Twp Short Term Rental Ordinance 2024-0514-01. In light of action that is taking place in Lansing and the state coming out with Short Term Rental framework to address it State wide this was something that was considered 4 years ago and the state was going to handle STR entirely. This is something new that is coming back around now and taking that into consideration moving the township to get some further definition on state action and take that into consideration with the materials we put together for STR ordinance. Seeing that we made a decision at our April meeting that if we did have an ordinance we would not be enforcing it to January 1. No reason to rush and approve the ordinance tonight. We can put it on hold and put it as future agenda item after some further consideration.

**Motion made by Jan Nowak and seconded by Angie Diotte to delay action on the Short Term Rental Ordinance 2024-0514-01.**

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

**Supervisor’s Report – Tim Stein:** Agreement onFinishing East end Little Traverse LakeRd 60/40 agreement with Leelanau Count Rd Commission. Asking Leelanau County Commission to cover 40% and the township to cover 60% of the cost completion would be around Sept. 30, 2024

**Motion made by Todd Nowak and supported by Tracy Olsen to Completion of East End of Little Traverse with Leelanau County Rd Commission.**

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

Tim Stein to attend a meeting at Solon Township Hall on May 16 @ 5:30 pm to go over the final changes of language of any changes for in the interlocal agreement on the 4 township Fire Dept. 2025 will mark the 10-year anniversary of the forming of the Four township fire department Cedar Area Fire and Rescue and we are going to look at any updates to that agreement and then will go out to the townships for another 10 year approval.

**Clerk Report – Tracy Olsen:** Finished May Leland School Election. Working with Pyramid Payroll Management and Processing to switch over our current payroll to them should be all moved over by June. Taking a bit longer due to attaching everything to our new Maple City address as our old support person did not do that. Also, quick books is going up to $60/month our old rate we were locked in at discounted rate. I will call Quick books and investigate that further.

**Treasurer’s Report – Angie: April 30, 2024**

Beginning Balance $ 577,059.88

Disbursements -$7,092.94

Revenue $573.89

Balance $570,540.83

**Motion by Todd Nowak and seconded by Tim Stein to approve Treasurer’s Report for April 30, 2024 Report.**

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

**Planning Commission Report –Todd Nowak:**. Continued work on Agriculture District. Got the parks and perimeters, park finished. Now working on the forestry part. Will have a guest speaker Kelly Johnson with the Forestry Service look like it will be in June and will then be heading over to us July with the definitions. Pre- application conference for a 17 unit condo going in Maple City.

**Zoning Administrator’s Report** –  **Scott Sheehan:**

Land Permits Issued:

Frank Wyzywany 3536 S. Bay Bluff Dr. – New Home

Margaret Deering 5752 S. Lime Lake Rd – Adding Addition

Margaret Warren 533 E Shetland Dr. – Attached garage

Jesse Carden 890 E. Narlock Rd- Building an outbuilding for Donkeys

Mike Stone 4601 S Whispering Creek Trl – New Home

Barb Zeigler 6341 S. Bohemian Rd – building a chicken coop

Jeff Pasche 560 E Harbor Hwy – Adding a covered porch

Page Graves 43000 S Winged Foot Circle – Building a New deck

Julie Howe 4300 S Winged Foot Circle – Demo of old deck/building new

Lots of calls in regards to the Short Term Rentals. Andi is working on a adobe land use application form that will allow applicants to fill out application online and send directly to zoning email. Started changing how files are saved, format will be YEAR/permit #/parcel #/lastname. This will make finding old permits that may have been sold easier because we will be able to search parcel number. Now have adobe pro and learning how to navigate it. Currently files are saved in multiple areas. Going to see if I can move everything to google drive or adobe cloud.

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

**Maintenance Report – Tim Stein :** Cemetery water is now on. Looking into getting quotes to new flooring in kitchen, bathroom, and office space. Town hall rentals are increasing so looking into updating the floors.

**Assessor Report –**  None

**Other members – none**

**Old Business –**

1. **Review/Update Cedar Area Fire and Rescue- John Imbolden:** Excess funds from 2023/24 to pay off remaining debt from the operating fund to the capital fund in the amount of $20,000 and move an additional $20,000 to the contingency account. John Depuy was re-appointed by all four townships as member at large. Kasson township is looking for a second station looking for an ideal location where growth will be in the next ten plus years. Future demographics should be part of the decision for a new station. Indicate cost will not double as no additional staff will be needed. Looking into cost for the building and operating see if any FEMA or other government agencies can be contacted to see if money can be contributed based on federal land. Only one additional piece of apparatus would be necessary for the new station the other equipment would be split between the 2 stations. Might talk to the Park regarding surplus equipment. Hired Samuel Kelly part time as he is finishing Fire School.

1. **Consideration of Approval of Resolution No.** 2024-0514-01 to Allow for the Enforcement, Administration and Maintenance of STR Ordinance 2024-0514-01.

On hold and will be under old business as we progress forward.

**G.) Payment of Bills**

**Motion made by Jan Nowak and seconded by Angie Diotte to approve payment of bills for May 12, 2024.**

**4 Ayes, and 0 Nayes.**

**E.) Correspondence –** Email from Christina Moord about renting the town hall tables and chairs. Previously discussed as a board that the chairs and table could not be taken off site for rentals.

Packet sent to all board members from Doug Verellen in regards to the Proposed Segment 9 Heritage Trail. A field study and analysis using standard design requirements was completed for the proposed Segment 9 as well as an analysis of alternatives.

**Open Forum Public Comment – A member of the public asking about the STR again and just reiterated that nothing has been done it will be discussed again in the future. All on hold and will be reviewing it under old business as we move forward.**

**Motion made by Todd Nowak seconded Jan Nowak to Adjourn meeting at 7:30pm.**

Tracy Olsen, Clerk

Approved by Tim Stein, Supervisor