

**CENTERVILLE TOWNSHIP BOARD MEETING**  
**Wednesday, February 14, 2024, 7:00 P.M.**

**MINUTES**

**PRESENT:** Ronald Schaub, Elizabeth Chiles, Katrina Pleva, Daniel Hubbell, Joe Mosher  
*Quorum Present*

**GUESTS:** 3 in person, 3 by Zoom

1. Call to order/Pledge of Allegiance

Schaub called the meeting to order with the Pledge of Allegiance at 7:03 p.m.

2. Review agenda/Additions/Public Comment/Approve Agenda

1. Correction: #4-2 Reconciliation for 'January', not 'November.' Agenda corrected.

**ACTION:** Mosher moved to approve the agenda as presented and amended; supported by Hubbell. Motion carried.

2. Public Comment - None

3. Previous Meeting Minutes

1. December 12, 2023: correction at top of page 3 not 'w' but 'we'

**ACTION:** Hubbell moved to approve the minutes of December 12, 2023, Special Meeting Closed Session as presented and amended, supported by Mosher. Motion carried. Pleva abstained.

2. January 10, 2024 – Some typos were noted.

**ACTION:** Schaub moved to approve the minutes of January 10, 2024, regular meeting, as presented and amended; supported by Chiles. Mosher and Hubbell abstained.

4. Township Financial Update

1. Treasurer's Report

Taxes are coming in. Office hours on February 29, 2024 will be 9-5.

**ACTION:** Hubbell moved to approve the Treasurer's report as presented; supported by Chiles. Motion carried.

2. Reconciliation for January – No question, all looks good. The reconciliation report is not included in the packet.

5. Invoices – review and authorize payment

A profit and loss worksheet was distributed to the Board members. Some things will need to be moved around because the attorney fees exceeded the original estimate. There is an extra \$17,000 that will be coming in. Schaub explained where the funds came from. Legal fees for the Planning Commission were budgeted for \$4,000, but \$20,000 was spent. Next year's budget will have one line item for all attorney fees.

Review bills for payment

There were no questions about the invoices.

**ACTION:** Schaub moved to pay the invoices as presented; supported by Pleva. Motion carried.

Schaub suggested to run the income and expenses to the end of the month.

6. Clerk Report/Meeting Time

The ballots are coming in. Chiles asked that the Board meeting time be changed to either 6:00 p.m. or 6:30 p.m.

**ACTION:** Hubbell moved to change the meeting time of the Board to 6:30 p.m. starting in April, 2024; supported by Schaub. Motion carried.

7. Supervisor’s Report

At the January meeting, Rolf Von Walthausen was appointed to the Planning Commission. There was a question about the proper procedure. MTA was called and it was learned that the proper procedure was not followed for the appointment. Schaub distributed a document explaining the procedure: the Supervisor appoints a person and three members from the Board have to vote in agreement.

1. Review Resolutions

**ACTION:** Hubbell moved to approve Resolution 24-01: Supervisor’s salary of \$13,000; supported by Mosher.

ROLL CALL VOTE (not necessarily called in this order)	
Ron Schaub, Supervisor	Yes
Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Daniel Hubbell, Trustee	Yes
Joe Mosher, Trustee	Yes
Motion carried. (5,0)	

**ACTION:** Hubbell moved to approve Resolution 24-02: Clerk’s salary of \$20,000; supported by Schaub.

ROLL CALL VOTE (not necessarily called in this order)	
Ron Schaub, Supervisor	Yes
Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Daniel Hubbell, Trustee	Yes
Joe Mosher, Trustee	Yes
Motion carried. (5,0)	

**ACTION:** Hubbell moved to approve Resolution 24-03: Treasurer’s salary of \$19,000; supported by Mosher.

ROLL CALL VOTE (not necessarily called in this order)	
Ron Schaub, Supervisor	Yes
Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Daniel Hubbell, Trustee	Yes
Joe Mosher, Trustee	Yes
Motion carried. (5,0)	

**ACTION:** Hubbell moved to approve Resolution 24-04, Poverty Exemption; supported by Chiles.

ROLL CALL VOTE (not necessarily called in this order)

Ron Schaub, Supervisor	Yes
Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Daniel Hubbell, Trustee	Yes
Joe Mosher, Trustee	Yes

Motion carried. (5,0)

**ACTION:** Schaub moved to approve Resolution 24-05, Hazard Mitigation Plan; supported by Pleva.

ROLL CALL VOTE (not necessarily called in this order)

Ron Schaub, Supervisor	Yes
Elizabeth Chiles, Clerk	Yes
Katrina Pleva, Treasurer	Yes
Daniel Hubbell, Trustee	Yes
Joe Mosher, Trustee	Yes

Motion carried. (5,0)

8. County Commissioner Report Kama Ross.

Matt Ansoerge spoke on County safety. The Equalization report is going to the Board of Review. Deb Allen, the Administrator, has resigned. There is a new County Planner. The County is entering into litigation with the Grand Traverse County BATA Board. The Governance training was really helpful. An energy grant was ~~passed~~ applied for to bring a solar array to the Government Center. The Solid Waste Council has many opportunities for waste but you must register. Residents can check for dates online.

9. Zoning Administrator's Report - There were 2 inquiries but no other business.

10. Planning Commission

1. Board Representative's report - Joe Mosher

He will prepare a written report when he cannot attend a meeting. There were two special meetings and will be another one next Wednesday. The Commission wants to make the best use of the moratorium time. They are reviewing the entire zoning ordinance. There were 12 pages of definitions that were reviewed and revised; many definitions that are applicable to the Northgate issue. The next meeting will be looking at site plan review, agri-tourism, and keyholing.

Two groups are working on short-term rentals. One group is working on what we have, and the other on what other townships have.

The Northgate site plan was denied. February 5 starts the clock for the applicant to appeal again.

There has been no other communication concerning the Amoritas glamping proposal.

The Planning Commission meets the first Thursday of every month. The new schedule will be set at the March meeting. Lindy Kellogg is the Chair and Joe Mosher is the Secretary. The Vice-chair position is vacant. A ZBA representative is still needed. The Planning Commission will make a recommendation to the Board for a ZBA representative.

Darlene Doorlag asked questions about agri-tourism. Mosher commented that MTA can be contacted for legal questions.

2. Discuss appointing PC member/Discuss ZBA members/Zoning fees schedule

The website has the zoning fees schedule. The application for a ~~land use~~ site plan permit is \$750. It does happen that Township costs go beyond the \$750 fee. Other zoning ordinances call for the applicant to pay anything beyond the initial fee. The Commission can choose to waive fees at any time. Chris Grobbel will work up a schedule and bring it to the next meeting.

3. Appoint member to the PC

There are currently 4 applicants: Rolf Von Walthausen, Karl Cooper, Michelle Coonrant, and Tim O'Non.

MOTION: Ron Schaub moved to appoint Tim O'Non to the Planning Commission.

Board vote:

Ron Schaub	Yes
Joe Mosher	No
Katrina Pleva	No
Beth Chiles	No
Daniel Hubbell	Yes

Motion failed (3,2)

MOTION: The Supervisor moved to appoint Rolf Von Walthausen to the PC.

Board vote:

Joe Mosher	Yes
Katrina Pleva	Yes
Beth Chiles	Yes
Daniel Hubbell	Yes
Ron Schaub	Yes

Motion passed. (5,0)

Rolf will be sworn in after the meeting.

2. Next Planning meeting: (Extra) February 21, 2024, (Regular) March 4, 2024 @ 6:30 p.m.

11. Cedar Area Fire and Rescue Board

1. Schaub reported.
2. Supervisors did not support changing to a yearly budget.

3. Next regular meeting: March 6, 2024 @ 2:00 p.m.
12. Board – Unfinished Business
  1. Painting Hall – Chiles distributed a bid from Easling Construction for painting the hall walls and ceiling to Board members.
  2. **ACTION:** Hubbell moved to accept the bid for painting; supported by Chiles. Motion carried.
  3. Northgate - no report
13. Board – New Business
  1. Annual meeting date is March 23, 2024 @ 10:00 a.m. followed by a special budget meeting. The meeting will be held at Centerville Township Hall.
  2. Review 2024-2025 Budget - Schaub has reviewed the budget. The income looks like the Township doesn't need to raise the fire millage this year. The millage was being increased by a half mil each year. Schaub discussed various other aspects of the budget.
  3. The Board of Review will meet on March 5, March 11, and March 14. People can send in email instead of being in person if they choose.
  4. Renewal of Fire millage (now 2.25) +or – (August election ?)
  5. Chiles noted that the ramp needs to be repaired or replaced and that the front steps are in bad shape. There may be ARPA funds available to take care of the ramp.
14. Upcoming Township Meetings
  1. Next Board of Trustees Meeting; Wednesday, March 13, 2024 at 7:00 p.m.
  2. Public Comment

Daniel Hubbell – all documents should be on the website.  
Steve Hamilton – He commented that the Planning Commission works very well with the Planner. He also endorses the appointment of Rolf Von Walthausen.  
Katrina Pleva – She apologized for the way the vote for a new Planning Commission member was handled last month. We now have the proper procedure to follow.
15. Motion to Adjourn

**ACTION:** Hubbell moved to adjourn the meeting at 9:08 p.m.; supported by Mosher.

Respectfully submitted,  
Cindy Kacin, Recording Secretary

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Beth Chiles, Clerk