

CENTERVILLE TOWNSHIP BOARD
MONTHLY MEETING MINUTES
Wednesday November 8, 2023 7:00 PM
Centerville Township Hall - Public may participate via Zoom

Present: Ron Schaub, Katrina Pleva, Elizabeth Chiles, Joe Mosher. **Absent:** Dan Hubbell

Guests: County Commissioner Ross plus 4 in person and 1 Zoom guests.

1. **Call to Order/Pledge of Allegiance.** Supervisor Schaub called the meeting to order at 7:01pm.
2. **Review Agenda/Additions/Public Comment/Approve Agenda**
One addition: Noel Bielaczyc applied for the vacant seat on the Planning Commission and asked to attend the meeting to be introduced to the board.
MOTION: Mosher moved to approve agenda with changes, seconded by Chiles. Yays: 4 Nays 0
3. **Previous Meeting Minutes October 11, 2023 Regular Meeting Minutes**
 - A) Under “Agenda” - Agenda misspelled
 - B) Under Planning Commission next meeting notice – delete “be hosted”.**MOTION:** Pleva moved to approve previous meeting minutes with corrections. Seconded by Mosher. Yays:4 Nays:0
4. **Township Financial Update**
 - A. **Treasurer's Report.** Pleva continues to work on the next round of taxes. The board did get reimbursed for collecting summer taxes from Leland and Glen Lake schools. **MOTION:** Schaub moves to accept the treasurers’ report, seconded by Chiles, Yays:4 Nays:0
 - B. **Reconciliation for October.** Supervisor Schaub may consider simplifying the process after reviewing it. He reviewed supporting documents for two checks and found all in order. Approved as presented.
5. **Invoices - Review and Authorize Payment.** Mosher questioned an attribution for pay for the Deputy Clerk as part of her work for the month was taking minutes for a PC meeting. Chiles will check and make sure her work pay comes from the correct line item. There was a question about a check for “Troposphere”. Troposphere is the new firm of our attorney.
MOTION: Pleva moves to pay invoices, seconded by Chiles, Yays:4 Nays:0.
6. **County Commissioner's Report.** Commissioner Ross reported that Point Broadband internet installation is on pause for about two weeks but it appears we will have a positive update soon. Ross is the Chair of the new Personnel Committee. She met with 35 individual employees on a one-on-one basis. These meetings prompted a proposal to hire the Michigan Leadership Institute (MLI) to do an employee “climate study”. This would need to be approved by the County Board of Commissioners. Still waiting for the go head from Solid Waste Council on the materials management plan. Lake Leelanau water levels are going down, and work is ongoing to ensure that there is a good dam policy,

being mindful of how the levels impact all those who live around the lake. A thank you to Clerk Beth Chiles and her team for the incredible work for the November election.

7. **Clerk Report** Chiles says she is fortunate to have a proficient and friendly team working for elections on behalf of the township. Centerville had 181 total voters for the Glen Lake School bond issue. 119 of which were absentee voters. Chiles requested the board's approval for Centerville's participation in joining with all other local clerks to host Early Voting at the county building under the auspices of the County Clerk. The agreement was sent to all Board members prior to the meeting and all agreed on Centerville's participation.

8. **Supervisor report.** Nothing new to report

9. **Zoning Administrator's Report**

A. Rogers/Lake Shore Drive Our legal counsel informed us that any action the Board decides to take must wait until 11/20/23 at the earliest. Tim Cypher will be the one to arrange a demo crew and it would be at the cost of the township as a lien on the property. Unsure if the legal fees would be reimbursed or not.

B. Tim Cypher informed chair Schaub that he will not be renewing his contract for zoning administrator after his current contract ends on March 31st, 2024.

10. **Planning Commission Board Representative's Report**

A. Mosher reported the PC had their regular meeting and discussed the Northgate application in detail per the settlement agreement. The application was anticipated to be conditionally approved or Northgate has the right to return to the lawsuit. Finding of Facts was completed. Lengthy debate and discussion resulting in the motion to approve with conditions not passing. The PC chair offered the applicant to be on the December meeting agenda again, but no official discussion has been made at this point.

B. Amoritas Vineyards submitted an application which has been deemed administratively complete. The application is for a glamping operation on their property. This is on the agenda for the regular PC meeting in December.

C. The PC reviewed and discussed the application of Noel Bielaczyc to replace Dan Hubbell, who has withdrawn from the PC. All are in favor of having him become a PC member.

MOTION: Schaub moves that the Board of Trustees appoint Noel Bielaczyc to the township Planning commission for a term starting November 8, 2023, and ending December 31st, 2024, which is the current term for Dan Hubbell. Seconded by Mosher, Yays:4 Nays:0

Next meeting is Monday, December 4, 2023 at 6:30PM

11. **Cedar Area Fire and Rescue Board Board Member Report**

Schaub reports that he will remain as our Board representative and that the 2025 budget is being worked on. The CAFR Board would like to go to a yearly budget plan rather than remain on the current biennial plan. The only way that can be done is through the interlocal agreement. Schaub will send out the interlocal for review.

Next regular meeting: Thursday, December 7, 2023 at 2:00PM

12. Board – Unfinished Business.

- A. **Hall remodel and new windows.** The windows are running behind; however, Easling Construction should begin work on the AVCB and storage room shortly.
- B. **Boat ramp for park.** Spring 2024
- C. **Manor Green road repaving.** Schaub will consult with Jim Schwantes about status and procedure.
- D. **Brownfield Assessment: Twp Dump /Future use.** Phase 1 is completed. Phase 2 doesn't happen until a plan is submitted for its intended usage. This would require having a Parks/Recreation Committee. The current intention is to leave it as is unless the township decides to do something with the 14 acre parcel such as hiking/snowshoeing/cross country skiing trails. Schaub will leave it on the agenda for next month.
- E. **Blight ordinance.** This ordinance would need to be enforced through the Zoning Administrator and that task is not currently included in our contract. Mosher volunteered to do some research with Michigan Township Association to see if there are templates or examples and also find out about enforcement. Schaub will send out the Cleveland Township's ordinance for the board to review. Schaub will keep this on the agenda for next month.

13. Board New business - None

14. Upcoming Township Meeting is December 13, 2023 at 7:00PM.

- 15. **Public Comment -** A question was asked about being able to get a copy of the agenda via email prior to the meeting. Schaub said he will work to get an email list together by the next meeting. Chiles said that the agenda is posted on the township website, along with minutes and handouts.
- 16. **Motion to Adjourn** MOTION: Schaub moves to adjourn meeting at 8:23PM, seconded by Chiles.

Respectfully submitted,

Beth Yoder, Recording Secretary (via Zoom)

Clerk's Signature _____ Date: _____