

CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING MINUTES

WEDNESDAY, September 13th, 2023, 7:00PM

CENTERVILLE TOWNSHIP HALL and Zoom

Present: James Schwantes, Ron Schaub, Katrina Pleva, Elizabeth Chiles, Dan Hubbell

Guests: Country Commissioner Kama Ross plus 11 guests and 5 guests on Zoom

1. **Call to Order/Pledge of Allegiance** - Schwantes called meeting to order at 7:01am
2. **Review Agenda/Additions/Public Comment/Approve Agenda**
 - Add Item 6.1 Reimbursement Request and move Payment of Invoices to 6.2.
MOTION: Schaub moved to approve agenda, seconded by Dan , Yays:5 Nays:0
3. **Special Items:**
 - a. **Northgate Settlement-** A settlement was reached regarding Northgate lawsuit. Copies of the agreement are available online.
MOTION: Schwantes moves that the Centerville Township Board of Trustees approve the mediation document agreement on the condition that the required initials will be placed on the document by plaintiff's attorney. Seconded by Schaub. Yays :4 Nays:0 Pleva abstained
 - b. **Legal services changes.** Township attorney Chris Bzdok expressed gratitude for the time spent working with the township over several years. He has now started a new firm and said he would like to continue to represent us. The agreement and terms for retaining his service were emailed to the Board for review and will be discussed later in the agenda.
4. **Previous Meeting Minutes**
 - August 9, 2023, Regular Meeting Minutes**
 - i. Under unfinished business, the "s" should be removed from the word windows and under Motion, Hubbell's name was misspelled.
 - ii. MOTION: Pleva moved to approve previous meeting minutes with corrections. Seconded by Chiles. Yays:5 Nays:0
 - July 17, 2023 Closed Session Minutes of Special Meeting**
 - i. Hubbell's last name misspelled
 - ii. The header Centerville was misspelled
 - iii. Under discussion: ZBA was misspelled as ZRA
 - iv. MOTION: Schaub moved to approve closed session minutes of special meeting, seconded by Hubbell. Yays: 4 Nays:0 Pleva abstained.
5. **Township Financial Update**
 - Treasurer's Report-** Pleva reported lots of work to do due to the last day of taxes coming up. MOTION: Hubbell moved to accept the Treasurer's Report. seconded by Schwantes. Yays:5 Nays:0
 - Reconciliation for August-** Reviewed.
6. **Invoices - Review and authorize payment**

- Reimbursement Request** - Due to Schwantes not being able to attend Northgate mediation in Grand Rapids on August 17th as originally planned, Chiles went in his absence. The cost of the hotel room is more than our allowance. Schwantes asked the Board to consider paying the difference. **MOTION:** Hubbell moved that Chiles be reimbursed for the full amount that was paid to stay at the hotel. Second by Schaub. Yays:4 Nays:0 Pléva abstained
 - Payment of invoices** - **MOTION:** Pleva moves to pay invoices seconded by Schaub, Yays: 5 Nays:0
7. **Clerk Report**- Chiles reported discussion with the County Clerk and other township clerks regarding how to handle early voting. Some agreements have been reached, but there are many details to work out prior to the February 27/March 12 election.
 8. **Supervisor's Report**- Schwantes received a complaint about the land application of septic on Townline Rd. The property owner did have permission from the health department and the Zoning Administrator confirmed everything going on meets with our ordinance. A \$63 refund check was received from Zoom.
 9. **Board of Review**- No update
 10. **Zoning Administrator's Report**
Rogers/Lake Shore Drive – A site visit was completed on 9/17/23 by Schwantes, Tim Cypher and Engineer. The engineer's report on his findings reiterates the dangerous situation. Rogers did engage an attorney, so an appeal to stay may happen.
 11. **Planning Commission:**
 - Appoint new member.** **MOTION:** Schwantes moves that the Centerville Township Board of Trustees appoint Mary Beeker to the township Planning Commission for a term starting September 13, 2023 and ending on December 31, 2025, which is the current term of Jamie Damm who has resigned. Seconded by Hubbell. Yays:5 Nays:0
 - 2. Next meetings:
 - i. Special Meeting re Northgate: Monday, September 18, 2023, at 6:30 PM
 - ii. Regular meeting: Monday, October 2, 2023, at 6:30PM
 12. **Zoning Board of Appeals**
Appoint new member. **MOTION:** Schwantes moves that the Centerville Township Board of Trustees appoint Michelle Irwin as an alternate member of the township Zoning Board of Appeals for a term starting September 13, 2023, and ending on December 31, 2024, which is the current term of resigning member Dave Borton. Seconded by Chiles. Yays: 5 Nays:0 **MOTION:** Schwantes moves that the Centerville Township Board of Trustees approve promoting Deb Kuhn from alternate to full membership on the township Zoning Board of Appeals starting September 13, 2023, and she is to serve in that capacity until her current term is completed on December 31, 2025. Seconded by Pleva. Yays:5 Nays:0
 13. **Cedar Area Fire and Rescue Board:**
Board member report – Schaub reported that the budget was reviewed and discussed, it was sent out to the Board for review. Some discussion regarding a one year versus a two year budget. A new ambulance was ordered.

Next regular meeting: Thursday, October 5, 2023, at 2:00PM.

14. Board – Unfinished Business

Hall remodel – Robinson Electric will be at the township hall at 9am on the 19th of September to install the new fixtures. Window measurements are completed. We will be contacted about the installation date. Schwantes reported the actual cost of the windows ended up being \$17,866.00.

- a. **Boat ramp** - Still in process. Replacement wouldn't be till spring 2024.
- b. **Brownfield Assessment for Twp Dump** - Phase One is completed.
- c. **Manor Green** – Schwantes had a discussion with the road commission on cost sharing. No decision has been made.
- d. **Blight ordinance draft** - Draft was sent to the board for review. Tim Cyper would like to talk with the Board before a decision is made.

15. Board New business.

- a. **Annual Township Road Survey Report** – Board reviewed and discussed.
 - b. **Consider changes regarding our legal services contract** as Chris Bzdok is leaving the firm to start a new one. Schwantes suggested staying with Chris Bzdok. The board discussed and agreed. **MOTION:** Schwantes moves to accept the agreement from Troposphere Legal LLC to continue using Chris Bzdok as the township's attorney. Seconded by Schaub Yays:5 Nays:0
 - c. **Plan for Supervisor's resignation** – James Schwantes to resign with this being his last meeting. The Board has 45 days from the date the resignation is received to appoint a new supervisor. Chiles will reach out to Leelanau Township to gather information on their recent experiences. He suggested this is a good time for the Board to get a laptop for the dedicated work of the Supervisor. **MOTION:** Hubbell moved to accept James Schwantes' resignation as Supervisor effective October 10th, 2023. Seconded by Schaub, yays: 4 Nays:0 Schwantes abstained.
 - d. Next Board of Trustees Meeting: October 11, 2023, at 7:00PM
- 16. County Commissioner's Report** – Ross reported 2023 budget is being formulated by the county commissioners. Point Broadband is continuing to work on their installation.

17. Public Comment –

- a. In person resident applauds the township board for their effective work. Some concern expressed over the Northgate settlement issue.
 - b. Public comment via Zoom wanted to thank James Schwantes for his services.
- 18. Motion to Adjourn-** Schwantes moves to adjourn meeting at 8:59, seconded by Pleva. Yays:5 Nays:0

Respectfully submitted,

Beth Yoder, Recording Secretary

Clerk's Signature



Date:

9.16.23