

NOTICE OF MEETING

The Regular Meeting of the Suttons Bay Township Board will be held
Wednesday, September 14, 2022 at 5:15pm in the Suttons Bay Township Office
(There will be a ZOOM site for remote access)

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

PUBLIC COMMENT: Please limit comments to three (3) minutes unless the Chair grants otherwise. Questions will not be answered, but citizens may call the township office at 231-271-2722 to have questions discussed.

PRESENTATION: Brendan Mullane, Managing Director, Leelanau County Road Commission

CONFLICT OF INTEREST

REPORTS:

- Treasurer
- Planning & Zoning
- Parks Supervisor
- Parks & Recreation Committee
- Fire Authority
- Facilities

OLD BUSINESS:

1. Approval of the Minutes: August 10, 2022
2. Payment of the Bills

NEW BUSINESS:

1. Quote for Tree and Limb Clean-Up at the Township Cemetery
2. Install Remote Access from the Township Computer for the Assessor
3. Quote for Expanding the Parking Lot at Herman Park
4. Quote from Anavon Technologies for a New Township Office Phone System
5. Quote from Elmer's for a Cement Base for the New Shed at Ice Rick Park
6. Park & Rec. Committee Proposal for Adding two (2) Pickle Ball Courts at Herman Pk.
7. Park & Rec. Committee Proposal for Adding a Dog Park at Herman Park

PUBLIC COMMENT Please limit comments to three (3) minutes unless the Chair grants otherwise.

BOARD MEMBER COMMENTS

ADJOURNMENT

This meeting is a session of the Suttons Bay Township Board held in public for the purpose of conducting the Board's business and is not to be considered a public discussion meeting. Time is set aside for public comment during the meeting as noted on the Agenda. The Township Board welcomes the public's input at those times.

Suttons Bay Township
Treasurer's Report (unaudited)
7/31/2022

Account Description	Balance 6/30/2022	Funding June	Expenditures June	Interest* Income	Balance 7/31/2022
General Account	\$659,887.39	\$12,513.23	(49,949.16)	\$ 12.90	\$622,464.36
Tennis Court Fund	\$500.00				\$500.00
Technology	\$0.00			\$0.00	\$0.00
Roads and Parks	\$11,420.41			\$0.00	\$11,420.41
Park Benches	\$1,200.00				\$1,200.00
Pickle Ball Court	\$10,133.00			\$0.00	\$10,133.00
Soccer Field	\$1,763.50			\$0.00	\$1,763.50
Cemetery	\$13,600.10			\$0.00	\$13,600.10
Metro Funds	\$27,422.08			\$0.00	\$27,422.08
	\$725,926.48	\$12,513.23	(49,949.16)	\$12.90	\$688,503.45

	6/30/2022 Deposit Stmt. Balance	Interest O/S Deposits	7/31/2022 Balance
<u>Bank Account Summary - ARPA Funds</u>			
ARPA Checking	\$107,027.42	124,896.52	88.27
			\$232,012.21

	6/30/2022	7/31/2022
TAX Account	(\$1.63) 1,093,363.45	(574,312.32) \$0.00
		\$0.00

RECONCILIATION SUMMARIES

	6/30/2022 Stmt. Balance	O/S Checks	O/S Deposits	7/31/2022 Balance
<u>Bank Account Summary-General and Restricted</u>				
General Checking - Independent Bank	\$465,971.47	(1,747.73)		\$464,223.74
Pitney Bowes Reserve Fund				\$0.00
ICS Insured Cash Sweep	\$224,266.83		\$12.90	\$224,279.73
	\$690,238.30	(\$1,747.73)	\$12.90	\$688,503.47

	7/31/2022 Stmt. Balance	O/S Checks	O/S Deposits	7/31/2022 Adj. Balance
<u>Bank Account Summary - Tax and Special Election</u>				
Point & Pay Deposit Acct - Independent Bank	\$0.00	\$0.00		\$0.00
Tax Checking - Independent Bank	\$520,286.69	(1,237.19)		
			\$0.00	\$519,049.50

**Suttons Bay Township
Parks & Recreation
Parks Supervisor Updates**

Date: September 1, 2022

To: Suttons Bay Township Board

Re: Parks Supervisor – Monthly Update:

- 1) Bid Tab for Parking Lot Expansion reviewed at Office on 8/16/22 at 1:00 PM. It was noted that one bid item was left off and decided to send out a Request for Bid Addendum to be returned in one week. Reviewed the updated Bid Tab on 8/29/22. Summary provided to Supervisor Nixon.
- 2) Several P & R Committee members and three other community members worked to remove overgrown grape ivy around HP pond. Great job!!
- 3) Contacted Andrew Mills (LSC Contact Person). Met in person, provided tentative practice and game schedules which will be limited to 10-13 year old teams at HP. Younger teams will continue to play at the Condo (fairgrounds) fields due to concern about parking capacity. Also contacted Len Mankowski to verify proper fertilizer to use on fields.
- 4) Purchased fertilizer for fields. Len Mankowski & assistant applied fertilizer on September 3rd around 5:00 pm.
- 5) Scheduling installation (sometime in September) of concrete pad for new shed at Ice Rink Park.
- 6) Contacted Apple Fence to repair damaged top rail in Cemetery. Waiting for response.
- 7) Contacted three commercial painting companies to provide estimates (for 2023 calendar) to clean and paint the Herman Park pavilion. Two companies shown interest, only have one estimate at this time. If no other quotes are provided, will use this for budgeting purposes.
- 8) Garden Club scheduled Garden dedication ceremony on September 21st. Scheduled to install pavers at two other seating areas.
- 9) Reminder that Cherry Capital Cycling Club is hosting their event on September 17th at HP.
- 10) Contacted Matt Spinniken to reset irrigation controller because of alleged tampering,
- 11) Purchased "Private Property, No Trespassing" signs to be installed around perimeter of HP.
- 12) Inquiry to Richard Baldwin about use of his property this fall for soccer overflow parking.
- 13) Continuing working (with Herman Brothers) on pathway from M-22 thru MDOT property to 45th Parallel Park.
- 14) Complaints about trash dumping at Vic Steimel.

William Drozdalski- Parks Supervisor

**Suttons Bay Township
Parks and Recreation Committee
Draft Minutes of August 24, 2022, Meeting**

HIGHLIGHTS:

1. Welcome to Liz Clark as a new member of the Parks & Recreation Committee
2. Committee walked thru Graham Green conceptual plan while on site
3. Committee would like Dog Park and Pickleball proposals on the next Township Board Agenda in September
4. Would like Board to consider using left over Soccer Field funds for fall fertilization of field

CALL TO ORDER:

Pete Ostrowski, Chair, called the meeting to order at 6:30 PM at the Suttons Bay Township's Graham Green Park

ATTENDEES

Present: Pete Ostrowski, Liz Mahaney, Debbie Slocombe, Gary Devol, Liz Clark and Bill Drozdalski- Park Supervisor

Public: None

APPROVAL OF THE AGENDA

Debbie moved and Liz M second

APPROVAL OF MINUTES- July 20, 2022, Meeting (Attachment A)

Debbie moved and Gary second

PUBLIC COMMENT:

None

GUEST SPEAKERS:

None

PARK SUPERVISOR REPORT:

1. Bill stated 3 bids were received on HP Parking lot expansion but preferred to not reveal who they were from at this time
2. Waiting to hear back from Elmer's on concrete for shed at Ice Rink
3. Waiting on second bid for painting HP pavilion
4. Spiniken has not gotten back with Bill yet on quote for irrigation expansion around Memorial Garden at HP
5. HP Grape Vines need trimmed back. Debbie investigated having inmates come out and do the work (free). The only cost would be a sheriff to watch over workers. That would have to be Board approved. Bill said he wanted the Committee to do it. Committee volunteers will work at HP to remove some grape vines the later part of next week. Bill stated he was having some minor back issues and could not assist.

6. Bill was at Herman Park and saw some organized groups using soccer fields and sprinklers were coming on. He changed timing for Tuesday and Thursday nights for them. Debbie confirmed that Mark replaced the sensor on irrigation at HP for free as a favor to her.
7. The Leelanau Soccer Club contact, Sara, has not reached out to Bill to discuss field maintenance. Committee concerned with fertilizing field before fall. If contact is not made, Debbie suggested asking the Board to use the remaining funds to pay for it. After all the work that went into the field, the P&R Committee is concerned that this critical step might not happen before fall. Debbie volunteered to do the work for free if the Township pays for the fertilizer. Debbie text Sara during the meeting since she had not responded to Bill.

OLD BUSINESS:

1. Herman Park Pump Track Location- MOU – Waiting on NMBA

- a. Pete stated Tom thought the MOU had too much “legalize” and needed to be re-written
- b. Waiting on NMBA to send back a revised MOU

2. Dog Park & Pickleball Proposals

- a. Tom informed Pete via email that there was not Board interest to hold a special meeting for proposals taken off last Board agenda
- b. Dog Park-
 - i. Tom has submitted additional questions for the sub-committee to answer in the revised Dog Park Proposal.. Committee reviewed some of the questions and there was discussion around the different “asks” of various groups with projects at HP.
 - ii. Liz C brought up looking into best practices of other Dog Parks. Liz M stated the sub-committee has discussed building dog park/issues/maintenance with those responsible for Dog Park in Northport, Boyne City and Garfield Township. (none had had issues with dog waste or aggressive dogs).
 - iii. Bill stated he believes Dog Owners, not the Township, would be liable for any potential incidents.
 - iv. Liz C reviewed the 5-year Park and Recreation Plan currently in effect and the community desire for a dog park- ranked #4. Some discussion around citizen requests and Board priorities.
 - v. Discussion around using a fab system at the dog park
 1. Lansing does this
 2. Could raise funds for on-going park maintenance
 3. Would allow for basic requirements to be met before getting fab: dog license, vaccination proof
 4. Any issues with a dog, fab access can be taken away
 5. Some concern around visitors being able to use park- fabs would need to be sold at Township Office.
 - vi. There was discussion around “what are reasonable and unreasonable asks”. It was decided that the sub-committee meet with Tom directly to answer his new set of questions and see if there are any additional concerns that need to be addressed before the September Board Meeting and next Dog Park presentation. Liz M will reach out to Tom to set this up.
- c. Pickleball Proposal-
 - i. Pete stated supporters were impressed with the \$92k quote for 4 courts

Glen Arbor just received- maybe do all 4 additional at the same time?

- ii. Liz C stated how nice the courts are compared to what she played on in Florida- kudos to Bill on some great courts
- iii. Urgency- group wants to start fund raising while seasonal people are here
- iv. Pete will follow-up with Tom to get on the next Board Agenda again

3. Graham Green Concept

- a. Bill stated it was 2-3 years out and there was no reason to review the plan or walk it while on-site. It was only a topco and line drawing. The rest of the Committee decided to walk the site during the later part of the meeting
- b. Pete and Debbie both emphasized the the P&R Committee's role as being visionary and would like input as this project moves forward
- c. Pete suggest Gosling Zubick come and meet with P&R Committee at one of the meetings to discuss the plan

4. 5-Year Parks & Recreation Plan- Hire a Consultant

- a. Debbie stated Network Northwest was used in 2002-2007 Plan
- b. Thanks to Bill and Debbie for all the work they have put into these plans over the years
- c. Discussion over possibility of each Committee member taking a section to work on
- d. What census information can we use from other townships?
- e. Each Committee member is going to research some other township's plans and see some best practicies.
- f. Pete stated SB Village is trying to finalize their's right now
- g. Debbie said many other townships have used part of SB Township's Plan
- h. Pete is contatcing Network Northwest to see if they might be available to consult again

5. Soccer Field Status

- a. Previously discussed during Supervisor's report

6. Reserving Parks (Attachment B)

- a. Dorothy and Tom working on some language per last Board meeting- Pete will check-in on the progress
- b. Where will it be posted? Website?
- c. Board will need to vote on it soon
- d. Need to add tennis & pickleball court reservations

7. Tree Grant Update

- a. Liz M reported she recived an email update that no decions have been made yet- decisions were delayed

8. Volunteers Needed to cut back grape vines at the pond

- a. Previoulsy disucssed in Supervisor's report
- b. Pete, Liz C and Liz M will volunteer Thursday or Friday next week

NEW BUSINESS:

1. Ice Rink Rules and Reservations (Attachment C)

- a. Need to add language for "warm weather use"
- b. Should it only be dawn to dusk? Many skaters out there in evening after dusk
- c. Should there be an 10:00 p.m. or 11:00 p.m. cut-off due to neighbors?
- d. Liz C mentioned #6 could be the same language used at the Dog Park
- e. Bill stated he bought a dog waste station for ice rink park and has signs to put up
- f. Movies done in the past would require a "loud speaker"....should it say "unless with special permission"?

2. Combined Board & Recreation Meeting October 26, 2022

- a. All agreed to this date

- b. Time TBD- Committee stated 5:15 would work (normal Board Meeting time)

PUBLIC COMMENT:

1. None

COMMITTEE MEMBER COMMENTS:

2. None

Walk Graham Green Park and Site Plan:

- Bill left the meeting at 7:35 and did not want to walk the park
- Committee walked the park and brainstormed ideas for the future enhancements

ADJOURNMENT:

- The meeting was adjourned at 8:24 p.m.
- Next meeting scheduled on Wednesday September 28,2022 at 6:30 p.m. at Township Office

Minutes by Liz Mahaney, Secretary

DRAFT MINUTES

SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING AUGUST 10, 2022

CALL TO ORDER

Tom Nixon, Supervisor, called the regular meeting of the Suttons Bay Township Board to order on August 10, 2022, at 5:15 p.m. at the Suttons Bay Township Office.

ROLL CALL OF BOARD MEMBERS

Present: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe

Absent: Doug Periard

Staff Present: Steve Patmore, Marge Johnson

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Sandy VanHuystee/moved, Dorothy Petroskey/supported, approve the amended agenda, removing New Business - Items 3 & 4, and adding under New Business, Appointment of Liz Clark as new member of the Parks and Recreation Committee, motion carried.

PUBLIC COMMENT

Nancy Henderson, Stony Point Rd, would like to have a speed limit sign on Stony Point Rd.

Unknown - commented on renters parking on Stony Point Rd.

REPORTS

- Treasurer - Collecting taxes.
- Planning & Zoning - Steve Patmore's report in the packet.
- Parks Supervisor - Bill Drozdalski submitted his report.
- Parks & Recreation Committee - Minutes submitted.
- Fire Authority - Meeting held last night. No report.
- Facilities - New security system at township offices.

OLD BUSINESS

1. Approval of Minutes - July 13, 2022

Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve the July 13, 2022 Minutes as submitted, motion carried.

2. Payment of the Bills

Debbie Slocombe/moved, Dorothy Petroskey/supported, to pay the bills as presented in the amount of \$53,854.49, motion carried.

NEW BUSINESS

1. Appointment of John Clark as new Planning Commission Member
Tom Nixon/moved, Debbie Slocombe/supported, to appoint John Clark as a new member of the Planning Commission thru December 2022 to replace Doug Periard as a regular member, motion carried.

2. Appointment of Liz Clark as new Parks & Recreation Committee representative.
Tom Nixon/moved, Debbie Slocombe/supported, to appoint Liz Clark as a new Parks & Recreation Committee representative thru December 2022, motion carried.

3. Decision on Developing a Policy for Reserving Using Township Parks
Tom Nixon said there is an 11 item statement, including reserving the pickelball courts, for making a decision on developing a policy for reserving using township parks.
Consensus of the Board to request that Tom Nixon and Dorothy Petroskey prepare a proposed policy for reserving using township parks.

4. Combined Meeting with Parks & Rec Committee - Wednesday, October 26th, 6:30 pm
Tom Nixon said this meeting will be held at the township offices.

PUBLIC COMMENT - None.

BOARD MEMBER COMMENTS

Tom Nixon commended the Clerk and Treasurer for their work on the August 2nd election.

ADJOURNMENT

Tom Nixon adjourned the meeting at 5:47 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Suttons Bay Township Unpaid Bills Detail As of September 14, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Apex Software					
Bill	09/14/2022		09/24/2022		235.00
Total Apex Software					235.00
Camelot Construction					
Bill	09/14/2022		09/24/2022		1,232.49
Total Camelot Construction					1,232.49
Christy Brow					
Bill	09/01/2022		09/11/2022	3	448.04
Total Christy Brow					448.04
Consumers Energy					
Bill	09/14/2022		09/24/2022		89.82
Bill	09/14/2022		09/24/2022		154.75
Bill	09/14/2022		09/24/2022		29.41
Total Consumers Energy					273.98
Debbie Slocombe					
Bill	09/01/2022		09/11/2022	3	127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	09/01/2022		09/11/2022	3	2,166.44
Bill	09/14/2022		09/24/2022		451.70
Total Dorothy Petroskey					2,618.14
Doug Periard					
Bill	09/01/2022		09/11/2022	3	127.45
Total Doug Periard					127.45
DTE Energy					
Bill	09/14/2022		09/24/2022		42.91
Total DTE Energy					42.91
ElectionSource					
Bill	09/14/2022		09/24/2022		666.00
Total ElectionSource					666.00
Federal Tax Deposit					
Bill	09/14/2022		09/24/2022		1,934.86
Total Federal Tax Deposit					1,934.86
Figura Law Office					
Bill	09/14/2022		09/24/2022		1,504.00
Total Figura Law Office					1,504.00
Gosling Czubak					
Bill	09/14/2022		09/24/2022		3,532.00
Total Gosling Czubak					3,532.00
Integrity Business Solutions					
Bill	09/14/2022		09/24/2022		71.52
Total Integrity Business Solutions					71.52
Jill Williamson					
Bill	09/14/2022		09/24/2022		50.00
Total Jill Williamson					50.00

Suttons Bay Township
Unpaid Bills Detail
 As of September 14, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Leelanau County Treasurer					
Bill	09/14/2022		09/24/2022		218.86
Total Leelanau County Treasurer					218.86
Marge Johnson					
Bill	09/14/2022		09/24/2022		147.76
Total Marge Johnson					147.76
Michigan Assessing Service					
Bill	09/14/2022		09/24/2022		4,063.33
Total Michigan Assessing Service					4,063.33
Moses Window Cleaning					
Bill	09/14/2022		09/24/2022		25.00
Total Moses Window Cleaning					25.00
Northern Building Supply, LLC					
Bill	09/14/2022		09/24/2022		153.09
Total Northern Building Supply, LLC					153.09
Paul Whiteford					
Bill	09/14/2022		09/24/2022		2,688.00
Total Paul Whiteford					2,688.00
Pitney Bowes					
Bill	09/14/2022		09/24/2022		220.73
Total Pitney Bowes					220.73
Sandra Van Huystee					
Bill	09/01/2022		09/11/2022	3	2,362.91
Total Sandra Van Huystee					2,362.91
SOS Analytical					
Bill	09/14/2022		09/24/2022		50.00
Total SOS Analytical					50.00
Spectrum Business					
Bill	09/14/2022		09/24/2022		270.26
Total Spectrum Business					270.26
Steven Patmore					
Bill	09/14/2022		09/24/2022		2,950.71
Total Steven Patmore					2,950.71
Tom Nixon					
Bill	09/01/2022		09/11/2022	3	1,217.54
Total Tom Nixon					1,217.54
Village of Suttons Bay					
Bill	09/14/2022		09/24/2022		64.80
Total Village of Suttons Bay					64.80
William Drozdalski					
Bill	09/14/2022		09/24/2022		781.58
Total William Drozdalski					781.58

12:21 PM
09/07/22

Suttons Bay Township
Unpaid Bills Detail
As of September 14, 2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Williams & Bay Bill	09/14/2022		09/24/2022		511.20
Total Williams & Bay					511.20
TOTAL					28,589.61



Carlson Tree Service Co.

P.O. Box 112
Lake Leelanau, MI 49653

231-421-1885

carlsonstree@gmail.com

Estimate

Date
8/1/2022

Customer
Bill Drozdalski 1276 NW. Bayshore Dr. Suttons Bay, MI 49682

Description	Amount
For the price of \$2688, Carlson Tree Service will perform the following: ENTRY: Remove 1x small, dead ornamental tree near cemetery sign. Tree was killed by vine. ALONG FENCE LINE, STARTING AT WOODEN CROSSES AND ENDING AT ENTRY AND MOVING ALONG ENTIRE METAL FENCE LINE, For any tree that crosses fence line and grows over roadway, we will either prune to lift the lower canopies up above UPS truck height or remove trees if pruning them is not feasible. All debris either left on wooded side of fence for decay or chipped if appropriate per tree. All items included in this portion of the work order are listed below in sequential order. 1x bush of small basswood root sprouts. 1x broken maple sapling by fence remove 2x ironwood saplings removed and lift canopy of a 3rd. 1x ironwood and 1x maple sapling removed 1x maple/ironwood sapling removed and lift canopy of several others in same area Lift canopy of 1x medium maple Lift canopies of 2x ironwoods Lift canopies of 1x oak and 1x ironwood at corner of fence near to large fallen ash REMAINING LENGTH OF FENCE FROM FALLEN ASH TO ENTRY WAY AT CEMETERY RULES SIGN.	2,688.00
Total	



Carlson Tree Service Co.

P.O. Box 112
Lake Leelanau, MI 49653
231-421-1885
carlsontree@gmail.com

Estimate

Date

8/1/2022

Customer

Bill Drozdalski
1276 NW. Bayshore Dr.
Suttons Bay, MI 49682

Description	Amount
Total	\$2,688.00

Insurance proofs available upon request.

We will not schedule work without customer confirmation.

From: Bill Schaub bschaub@netlinkbus.com
Subject: RE: Remote Authorization for Township Assessor
Date: Aug 11, 2022 at 1:49:58 PM
To: Michigan Assessing Service Inc michiganassessing@hotmail.com,
tommaryn tommaryn@charter.net, Sandy VanHustee
clerk@suttonsbaytwp.com

Tom,
Sandy,

We can set up Christy with remote access to the computer she uses at Suttons Bay Township office. Below would be the summary of that remote access.

1. Christy's Suttons Bay Township office computer would need to be left at the office and powered on for her to remote into it when away from the office.
2. We would install "Log Me In" remote software and assign Christy a user name and password.
3. The yearly cost of the Log Me In software is \$100.00, invoiced the SB Township by Netlink.
4. When Christy is remoted into her computer at the office no other user can be using the computer locally at the office.
5. When Christy is remoted into her computer she will have full rights and access as if she is working at the office.
6. Christy will be able to access her township computer from any location that has high speed internet.

Tom and Sandy, please reply to this email with your approval once reviewed.

Best regards,

Bill Schaub
Netlink Business Solutions
"Complete Office Technology Integration"

(231) 946-8808 phone

(231) 946-0719 fax

From: Michigan Assessing Service Inc <michiganassessing@hotmail.com>
Sent: Thursday, August 11, 2022 11:56 AM
To: Bill Schaub <bschaub@netlinkbus.com>; tommaryn <tommaryn@charter.net>; Sandy VanHustee <clerk@suttonsbaytwp.com>
Subject: Fw: Remote Authorization for Township Assessor

Bill,

The Township is authorizing me to set up my home office to have remote access to the Township Assessing computer.

AUGUST 29, 2022

To: Tom Nixon
Supervisor
Suttons Bay Township

2022 HERMAN PARKING LOT EXPANSION PROPOSAL SUMMARY:

I reviewed the subject bids with Dallas Wirtz of Gosling-Czubak Engineering. Of the three companies that bid, AJ's Excavating Company of Honor Michigan was the low bid.

The base bids (for 38 additional parking spots and an overflow lot) were:

AJ's Excavating.....\$254,423.00

Team Elmers.....\$263,326.00

Walton Contracting.....\$296,621.00

The Alternate #1 bids (for 65 additional parking spots and an overflow lot) were:

AJ's Excavating\$324,204.00

Team Elmers.....\$333,064.00

Walton Contracting.....\$370,112.00

**SALES AGREEMENT
[Yealink Enqwest]**

Anavon Technology Group

Prepared By **JW**
 Phone 877-872-0812
 E-mail info@anavon.net
 Federal ID 26-4297486
 Address 1133 S. Airport Road Suite A
 Traverse City, MI 49686

Estimate Number :06004

Date 8/17/2022
 Sales Person **JW**

Customer

Business Name **Suttons Bay Township**
 Contact Name Tom Nixon
 Federal ID
 Address 95 W. Fourth Street
 Suttons Bay MI, 49682

 Phones (231) 271-2722
 BTN/Fax
 Email

Ship To

SALES AGREEMENT, Estimate Number :[06004], Page 1 of 2

	Location (Area/City)	Product Description	Quantity	Total Amount
01	Suttons Bay	Switches Netgear 24 Port Gigabit All POE SWITCH24 x 1000BASE-T PoE+ Copper ports, 2 x 1000BASE-X Dedicated Fiber SFP ports, 190W PoE budget (max 32.4dB @ 25°C / 77°F ambient, Advanced VLAN support for better network segmentation	1	\$648.00
02	Suttons Bay	Managed Equipments T54W T54W- is an easy-to-use Prime Business Phone with an adjustable 4.3-inch color LCD screen, Built-in Bluetooth 4.2, Built-in dual band 2.4G/5G Wi-Fi (802.11a/b/g/n/ac), USB 2.0 port for USB recording, wired/wireless USB headsets and EXP50, Dual Gigabi	6	\$1,614.00
03	Suttons Bay	Routers The Mikrotik 3011 is a new multi port Router, first to be running an ARM architecture CPU for higher performance than ever before. The RB3011 has ten Gigabit ports divided in two switch groups, an SFP cage and for the first time a Superspeed full size US	1	\$275.00
04	Suttons Bay	UBIQUITI Ubiquiti M5 UniFi AC Mesh High Performance Wide Area Wi-Fi with UniFi Mesh Technology 300MBPS - 2.4Gig // 867MBPS - 5Gig	1	\$162.00

SALES AGREEMENT, Estimate Number :[06004], Page 2 of 2

Location (Area/City)	Product Description	Quantity	Total Amount
	Labor (Not Taxable)		
-Out of Town Travel (Technicians)-		1	\$125.00
System Design		1	\$750.00
Number Porting		1	\$79.00

Terms and Conditions

Anavon Technology Group requires a 50% down payment with this order unless other financing arrangements have been made

Acceptance Signature/ Please sign and Fax 231-715-3283

Date

Taxable Sub Total \$2,699.00

Sales Taxes (@\$0.00) \$0.00

Non-taxable Sub Total \$954.00

Total \$3,653.00

Installation Cost \$700.00

Payment Options: 36 Months

\$150.61

60 Months

\$97.51

Total (With installation)

\$4,353.00

[End-of-report] [Printed by:JOHNW ,8/24/2022 7:30:48 AM]

PROPOSAL



P.O. Box 6150 Traverse City, MI 49696-6150
1.800.3ELMERS • 231.943.3443 • 231.943.8975 Fax
www.TeamElmers.com
EOE/AA

Proposal submitted to:

SUTTONS BAY TOWNSHIP
ATTN: BILL DROZDALSKI
95 W. FOURTH ST
SUTTONS BAY, MI 49682

231-631-2510
ICE RINK SHED PAD
PREP AND SITE WORK
2022-5455

8/19/2022

We hereby submit specifications and estimates for:

PROVIDE LABOR, EQUIPMENT, AND MATERIALS TO DO THE FOLLOWING:

PAD PREP WORK

- 1 Mobilize necessary equipment for pad prep and pouring.
- 2 Strip existing topsoil, stockpile onsite for future use.
- 3 Grade sand subgrade, prep for fill sand.
- 4 Provide, place and compact fill sand to level up for shed pad, finish grade and prep for concrete.
- 5 Form, pour and finish new 10' x 20' pad 4" thick with thickened edge. Remove forms after concrete sets.
- 6 Machine spread topsoil around new pad, rake seed and straw mulch exposed topsoil areas.

TOTAL FOR PAD PREP WORK= \$7,595.00

Delete item (6)
- will be completed
by OWNER.

- \$930⁰⁰

Total \$6,665

ok. to proceed.
William Drozdalski
PARKS SLP/W. 8/19/22

Bid does not include and surveying, staking, permits, landscaping or restoration.

THANK YOU FOR THE OPPORTUNITY TO BID THIS WORK!

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance. The General Conditions attached hereto or appearing on the back side of this Proposal are hereby incorporated by reference.

TEAM Elmers Authorized Signature
Name: TYLER L. BROAD

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date of Acceptance _____
(Sign and return copy upon acceptance)

A finance charge of 1.5% per month, which is an annual percentage rate of 18% per year, or a minimum charge of \$.50 per month, shall be applied to all accounts over 30 days past due.

When reviewing estimates and selecting a contractor:

- Always get multiple bids for a project. The lowest bid is not necessarily the best choice. Try to get an understanding of why one bid is significantly lower or higher than others; the reasons might change your decision.
- Get recent references from the contractors you are considering.
- Make sure the contractor has the appropriate business and builder licenses, as well as insurance.
- All project specifications and payment terms should be written in the contract.
- The best contractors provide a written warranty or guarantee.

Fully Bonded & Insured • Daily quality control checks for all products

PICKLEBALL CHECKLIST FOR PREPARING BOARD PROPOSALS

Suttons Bay Parks & Recreation Committee

Adopted: 7/20/22

The pickleball community hopes to start raising money this season while “summer” people are in town, in anticipation of building the courts next year.

Detailed explanation of the value and reasons for the proposal: On most Mondays-Saturdays the pickleball courts are full with multiple players waiting for their turn to use the courts.

Evidence that various viewpoints were discussed and considered: include both positive and negative perspectives: The pickleball community strongly desires more courts. Afternoons are available but because the ball is affected by the wind, and afternoons are typically windier and hotter such times are not helpful to alleviate the pressure on the courts. Court use picks up in the early evening.

List all researched sources used to consider the proposal; include any speakers or presenters and any onsite visitations to similar projects: We already have four courts; their function and use are well established in the community.

Evidence that the proposal fits within the township's five-year park & recreation plan: There is space reserved for a minimum of four additional courts south of the existing courts. These are located on the conceptual masterplan for Herman Park.

Describe any similar alternatives, modifications or options which could be considered: The tennis courts could be lined to allow dual use for tennis and pickleball with the use of transportable pickleball nets on wheels, but the tennis community of players feels that would be a nuisance and interfere with their enjoyment of the tennis courts. There are already a second set of “youth” lines on the courts. Adding another set of lines would severely detract tennis play.

Estimated cost for the township; include any matching grants or anticipated gifts: We believe the Township will have no costs, the pickleball community believes it can raise the funds required. Current ballpark estimate for two courts is \$90,000 to \$100,000.

List of the most relevant information gathered and considered: Talking to different groups of players and observing the high volume of players during the mornings Mondays through Saturdays.

CHECKLIST FOR PREPARING BOARD PROPOSALS

Suttons Bay Parks and Recreation Committee

Dog Park Proposal at Herman Park- August 10, 2022

1. Detailed explanation of the value and reasons for the proposal:

- a. Mission: To establish a fenced-in, off-leash dog park open to all dogs, dog lovers and friends in a safe, clean, and well-maintained environment for recreation and socialization without endangering or annoying people, property or wildlife. To promote responsible dog ownership to Suttons Bay Township residents and visitors who will uphold the park's rules. To respond to the needs of the area for a multigenerational park activity for pets and their people that will be a complement to Herman Park and maintain a positive presence in the community by encouraging recreation through the dog park.
- b. Start with a demonstration park to show the interest exists

2. Evidence that various viewpoints were discussed and considered, include both positive and negative perspectives:

- a. Positive
 - i. 2018 National Study that 91% of Americans believe dog parks provide benefits
 - ii. Allows the Township to support interests of those taxpayers who do not have children and/or who do not participate in sports activities currently supported (ice hockey, pickleball, tennis, frisbee golf)
 - iii. Dogs are a source of mental health assistance for many in the community
 - iv. Will reduce "off-leash" calls made by Park Supervisor to County Animal Control Office
 - v. Exercised pets make better neighbors
 - vi. Foster positive social actions for pet owners
 - vii. Promotes positive pet ownership
 - viii. Reduces dog obesity and other health related issues
 - ix. For people of all ages and ability- no limitations
 - x. Provides an outdoor activity during COVID social distancing concerns
 - xi. Will increase support of dog owners for a potential tax mileage for maintenance of all SB Township parks
 - xii. Will be a "selling point" to attract young families who tend to have children and dogs

- xiii. Increase number of properly licensed dogs in the area by requiring a license for park entrance
- xiv. Increase visitor traffic for local businesses by making SB an attractive destination for families with dogs

b. Negative

- i. Owners not picking up after their pets
- ii. On-going maintenance
- iii. Aggressive dogs
- iv. Non-vaccinated dogs attempting to use the park
- v. People to dog ratio: one human having more than 2 dogs at once
- vi. Dog Owners not following posted rules
- vii. Potential spread of disease

3. List all researched sources used to consider the proposal; include any speakers or presenters and any onsite visitations to similar projects:

- a. Discussions and Visits to other Dog Parks:
 - i. Garfield Township- Wags West
 - ii. Garfield Township- Silver Lake Recreation Area
 - iii. Northport Dog Park
 - iv. Boyne City- Ridge Run
 - v. Charlevoix
- b. Discussions with Township residents

4. Evidence that the proposal fits within the township's five-year park 5 recreation plan:

- a. Survey of residents was taken to establish the current 5-year plan
- b. Dog Park was one of Top 5 requested items
- c. Dog Park was on 5-year P&R Plan approved by Township Board on 1/9/2019 as Resolution #1 of 2019. While other things, like the Pump Track, were not on plan yet have been approved, the resident-requested, Board-approved Dog Park has not been allowed to proceed.

5. Describe any similar alternatives, modifications or options which could be considered:

- a. Due to public visibility and security as well as adequate parking, no other township park would be an option other than Herman Park
- b. After discussion with many disc golf players, possible relocation of that course to 45th Parallel Park where the topography is more challenging

6. Estimated cost for the township; include any matching grants or anticipated gifts:

- a. No cost to the Township for installation of Dog Park, all funds will be donations and grants

vi. Memorial Fencing- like Charlevoix (\$175 for 10 feet with plaque)

2. Maintenance

- a. Volunteer- similar to tennis, pickleball, soccer and ice rink
- b. Use Grant and donation money to assist with costs

7. List of the most relevant information gathered and considered:

a. **Petolvy.com**

i. Around **91% of Americans** believe dog parks are beneficial in every city.

b. **Trust for Public Land**

i. "Dog parks are built for dogs, but are fantastic resources for people," said Diane Regas, President and CEO of The Trust for Public Land, "As anyone who has chatted with a neighbor while taking their four-legged friend to the dog park knows, community is created there. Having places to meet our neighbors can help us find common ground and encourages everyone to get outside."

ii. "Dog parks enrich our communities for dogs and caregivers alike," said Diane Regas, president and CEO of The Trust for Public Land. "By providing a place for our canine friends to get outdoors, cities are also providing a place for neighbors to gather and connect. During the pandemic, providing these avenues for community connection is more important than ever."

iii. At the start of 2020, there were 841 dog parks in the US

c. **Blog SniffSpot.com**

i. 2009-2020 in the US there was a 40% increase in dog parks developed

ii. **Biological fulfillment.** At their best, public dog parks provide an opportunity to fulfill our dogs' natural canine instincts (running, sniffing, digging, etc.) without impacting others in shared public spaces. This can be especially valuable if owners don't have a yard of their own or walking trails nearby.

iii. **Distraction training.** Public dog parks can be an ideal place to practice advanced training, like recalls, around the distractions of other dogs, people, and nature scents.

iv. **Playtime.** While most dogs don't want to play with strangers, some particularly outgoing canines might enjoy playing with brand-new friends. A small percentage of truly "dog social" dogs are good candidates for public dog parks.

v. **Owner connections.** Many owners enjoy the human social aspect of the public dog park — and public spaces enable those relationships without the costs commonly associated with formal group training classes or dog sports practices.

- b. Will use Friends of Herman Park 501-3c to raise money
- c. Proposed Dog Park at Herman Park:
 - i. 1 Acre: .65 for large dogs and .35 for small dogs
 - ii. This was already slotted on the HP Conceptual Plan drawn by Park Supervisor, Bill Drozdalski, and approved by the Board.
 - iii. Will include large & small dog areas, 4-foot high split-rail fence, double-gated entry, 3 benches, 2 water stations, 1 picnic table/bench and 3 waste stations.
 - iv. Possible future enhancement of an agility course based on funds available
- d. Project Cost: estimated at \$90,000
 - 1. Currently pledged:
 - a. \$30,000 from the Hoensheid Family based on Herman Park location
 - b. \$15,000 from Pezzi Family- contingent on their site plan approval
 - c. Grant Possibilities:
 - i. Grand Traverse Regional Community Foundation Grant
 - ii. PetSafe
 - iii. Doris Day Foundation
 - iv. PetSmart
 - v. The Stanton Foundation
 - vi. Michigan Economic Development Corporation- Public Spaces Grant
 - vii. Michigan DNR Grants
 - viii. 2% Tribal Grant
 - ix. Kellogg Foundation
 - x. Olsen Charities
 - xi. Rotary Charities
 - xii. Home Depot Construction Grant
 - d. Amazon Smile
 - e. Corporate Sponsors
 - i. Benches/plaques/bricks
 - ii. In-business sponsor signs- "Paw Patrol"
 - f. Fund Raising
 - i. Friends of Herman Park
 - ii. Suttons Bay Art Festival
 - iii. Jogs for Dogs
 - iv. Memorial Path from walking path to park
 - v. Memorial Benches

d. The United States Humane Society

- i. People who own a dog are 54% more likely to get the recommended amount of exercise, according to the dog stats.
- ii. Dogs are social animals, and those who are allowed to interact with other dogs and people, and taught appropriate behavior in social groups, are better behaved and more likely to be included in other activities with human companions.
- iii. Dog parks provide an important recreational outlet for humans too by bringing together dog lovers of all ages, health, social, and economic status. With dogs as social lubricants encouraging conversations among strangers, people in the community get to know each other and share information about responsible pet ownership
- iv. Dog parks enable people with disabilities and senior citizens who cannot always walk their dogs a safe alternative.
- v. A fenced dog park prevents injuries that befall dogs running loose and because the dogs are better behaved and controlled, there should be less dog-related problems elsewhere in the park or the community at large
- vi. A dog park makes it easier for a city to enforce its leash law since owners who have access to a dog park have no excuse for letting their dogs run loose.
- vii.

e. The New York Times

- i. 91% of Americans believe dog parks are beneficial to the communities.
- ii. Dog park statistics show that the number of dog parks has increased by 40% over the last ten years.
- iii. 48% of dog owners believe that dog parks are essential for pets' socialization

f. Petpedia.com

- i. 50% of American households have at least one dog
- ii. 33% of Americans considered adopting a dog during COVID
- iii. 89% of Americans think a pet helps them feel less lonely
- iv. 95.5% of dog owners consider their pet to be a member of the family

g. ASPCA

- i. One in five households adopted a dog or cat during the pandemic



August 30, 2022

Suttons Bay Township
95 W. Fourth St.
P.O. Box 457
Suttons Bay, MI 49682

Dear Suttons Bay Township Board,

Since you have been so supportive of the completion of our Blue Star Memorial and Garden, we would be pleased to have you join us at Herman Park as we dedicate our Blue Star Memorial in the By-the-Bay Garden that honors service men and women who protect the freedom we enjoy every day.

Our dedication will take place at 4:30 on Wednesday, September 21. The program will be brief and light refreshments will be served afterward.

If you are able to attend or have any questions, please feel free to email me at jmgerben@gmail.com. We hope you can attend.

Sincerely,

JoAnne Gerben
Past President
By-The-Bay Garden Club of Suttons Bay

LEELANAU CHRISTIAN NEIGHBORS



September, 2022

7322 E. Duck Lake Road, PO Box 196
Lake Leelanau, MI 49653 • 231-994-2271
www.leelanauchristianneighbors.org

How Trauma Affects Behavior

We live in an age where most, if not all of us, have endured trauma, whether during childhood or adulthood—or even through their jobs right now. We show up overworked, overwhelmed, and burnt out - unable to perform complex tasks, serve the populations we cater to, and collaborate with one another.

The pandemic created a plethora of issues for everyone. An unprecedented amount of people suddenly faced:

- Increased stress and uncontrollable worry over their health and their family's health
- The unexpected loss of loved ones and familial medical emergencies
- Job insecurity and increased financial distress
- Concern regarding access to necessities
- Loss of freedom due to shutdowns & curfews
- The sudden switch to virtual learning and working
- Loss of routines and habits that created a sense of stability
- Increased isolation and feelings of loneliness, apathy, and distress

No one went untouched by the pandemic. However, low-income individuals, communities of color, and other at-risk groups were disproportionately affected due to issues such as chronic poverty, discrimination, and lack of accessibility. The pandemic brought about a type of trauma known as toxic stress.

In light of what we all (including our neighbors) are facing, we have secured Shenandoah Chefalo, from Chefalo Consulting (<https://www.chefaloconsulting.com/>) to conduct a Trauma-informed training session for our staff and our volunteers. This will happen over two sessions, one on November 10 and another in January, 2023. The objective is to better understand the behaviors of our family, friends and neighbors who have faced trauma in their lives and how to respond to them.

We invite you and your team members to join us. Shen is the award-winning author, sought-after speaker, and trauma-informed coach and consultant who penned the book, "Garbage Bag Suitcase" about her young life in the foster care system, as well as an e-book entitled "Setting Your Vision and Defining Your Goals". Her upcoming book "Hiking for Stillness" lays out a plan to overcome and address personal trauma by using and exploring the methods that she developed for herself.

The first session will be held on **Thursday, November 10, from 9:00am to 1:00pm** at the Leelanau County Government Center. At this session we will decide whether our next session in January will be via ZOOM or in person. You need not attend both sessions but we feel you won't want to miss either one.

We would love for you to join us! This training session is being underwritten so

there is no cost to you.

Please send me a quick note and let me know your interest and how many from your organization will be attending! If you have any questions, feel free to reach out.

Best regards,

Mary Stanton
Executive Director
231-510-0271 (cell)
maryhstanton@gmail.com

Food Pantry • Neighborhood Assistance Ministry (Financial Assistance)
Blessings in a Backpack • Baby Pantry • Samaritans' Closet (Resale Store)