

**Regular Meeting of the Township Board
Tuesday, August 8, 2023
Cleveland Township**

Supervisor, Tim Stein, called the meeting to order at 7:00 pm. Present on roll call were, Tim Stein, Angie Diotte, Tanelle Budd, Jan Nowak, and Todd Nowak. Present from public was Tracy Olsen.

Motion by Jan Nowak and seconded by Todd Nowak to approve July 11, 2023 Minutes. Ayes: 5, Nays: 0. Motion carried.

Public Comment on Agenda- None

Supervisor's Report – Richard Atkinson reached out to supervisor to gift the township the original deeds of the hall, cemetery, park, and private parcels from as far back as the early 1900's. Asking the board if we can purchase materials or assistance in making a collage to hang in the hall.

Motion by Angie Diotte and seconded by Tanelle Budd to approve the deed collage project. Ayes: 5, Nays: 0. Motion carried.

Clerk Report – Clerk is swearing in Tracy Olson as Deputy Clerk tonight. The plan is to train Tracy to take over the duties of the Township Clerk by the end of November 2023, if not earlier due to Clerk resignation. Asking the board for a standard pay approval for training during the transition at \$20.00 per hour.

Motion by Tim Stein and seconded by Angie Diotte to approve \$20.00 per hour training from now until full transition from Deputy to Clerk: 5, Nays: 0. Motion carried.

Treasurer's Report – Angie: May 31, 2023

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|---------------|---------------|
| Revenue | \$ 23,621.67 |
| Disbursements | \$ -89,174.51 |
| Bank Balance | \$ 548,176.84 |

Motion by Tim Stein and seconded by Todd Nowak to approve July 2023, Treasurer's Report. Ayes: 5, Nays: 0. Motion carried

Planning Commission Report –Todd Nowak: There is a public hearing on September 6, 2023 at 6:45pm prior to the regular Planning Commission (PC) meeting. The board agreed that the short-term rental ordinance (STR) is not a stand-alone ordinance but is an amendment. The PC has sent over the draft ordinance to the attorney for review. The Clerk is posting the announcement in the paper and on the website.

New business is that the PC is gathering a committee made up of different divisions, like the park and forestry conservancy, neighbors, and PC to define “Parks” and “Qualified Forests.”

Zoning Administrator’s Report – Tim Stein for Scott Sheehan: No report at this moment. Currently working on the online application and reports, which has also sparked interest with the county and wanting to streamline building permits/application processes.

Zoning Board of Appeals Report –Jan Nowak: None

Maintenance Report – A water pipe in the cemetery busted which caused the water pump to work overtime, hence the larger than usual electric bill this month. There is a temporary fix for now so it runs, but working on a permanent solutions.

Assessor Report – Two issues on July 18th. One was a veteran exemption; the second was a rollback on replacing the cap on a property after it was mistakenly taken off.

Other members – none

Old Business –

a.) Review/Update Cedar Area Fire and Rescue- John Imbolden:

b.) New ambulance approvals have been received by all four townships. The Chief will finalize the contract with a tax-exempt leasing corporation for a 7-year loan at 5.89% interest rate for 7 years. The board discussed the 2024/2026 budget that was submitted. There are not material changes as of now and should be finalized for their September meeting and sent to the townships for early October.

There was a grant from the Grand Traverse Band of Ottawa and Chippewa Indians for \$3595. The fire department must identify a partial list of capital expenditures the grant will be utilized for.

A resolution was adopted to approve the 2023 fiscal year audit, subject to any minor finalizations. The report appears to be a “clean” audit.

- c.) Update on Township Park Boat Launch Renovations:** Next Tuesday August 15th and Wednesday August 16th, the boat launch renovation will take place. The launch will be closed both those days. A notice will be posted on the website and there will be signs set up plus traffic cones.

New Business –

- a.) **Review 2023 Leelanau County PILT Payment- Tim Stein: check.** County hasn't opted to cut anything back. The amount was calculated as the same as last year.

Payment of Bills: Figura Law has an invoice because the Zywicki zoning issue is still ongoing. Currently working with the attorneys on next steps.

Motion by Jan Nowak and seconded Tim Stein to approve the payment of bills for August 8, 2023. Ayes: 5, Nays: 0. Motion Carried.

Correspondence – Supervisor did some digging and Palmer Woods's property is no longer in the Qualified Forest Program, it is tax exempt.

Public forum –

Motion by Todd Nowak and seconded by Jan Nowak to adjourn meeting at 7:25 pm. Ayes: 5, Nays: 0. Motion carried.

Tanelle Budd, Clerk

Approved by Tim Stein, Supervisor