

## DRAFT MINUTES

### SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING

AUGUST 9, 2023

(There will be a ZOOM site for remote access)

#### CALL TO ORDER

Tom Nixon, Supervisor, called the Suttons Bay Township Board Meeting to order at 5:15 p.m. at the township offices.

Roll call of Board Members - Quorum Present

Present: Tom Nixon, Jean Moe, Dorothy Petroskey, Debbie Slocombe

Absent and excused: Doug Periard

Staff: Steve Patmore

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF THE AGENDA

Consensus to approve the Agenda.

#### PUBLIC COMMENT

Jim Muennich - asked the status of Personnel Committee.

Joyce Bahle - asked for accounting of Pickleball.

Public comment closed.

#### CONFLICT OF INTEREST - None

#### REPORTS

- Planning & Zoning - Steve Patmore submitted his Report.
- Parks Supervisor - Bill Drozdalski submitted summary of monthly activities.
- Park & Rec Committee - Pete Ostrowski submitted Minutes. Proposed dog park sign and rules submitted for township board approval.
  - Discussion regarding dog park sign and rules.
  - Dog Park Sign is black and white.
  - Recommend - "Welcome to Suttons Bay Township Dog Park"
  - Dog Park Rules will have legal review and insurance risk assessment
  - Add sentence to rules - "Owners are legally responsible for their dogs and injuries caused by them."
  - Add to rules - "All children must be accompanied by an adult."
  - "No smoking or eating in this area".
  - Publish dog park rules on township website
  - See American Kennel Club information.

***Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve Parks & Rec Committee Rules for the Dog Park as presented, with the changes recommended, subject to attorney and insurance review, motion passed.***

Bill Drozdalski said he wants to review the material and signage with Pete Ostrowski.

Jim Munnich said memorial plaques will be placed along the dog park fence for people who donated money to the dog park.

- Fire Board - Approved the bills.

### OLD BUSINESS

1. Minutes - July 12, 2023

***Jean Moe/moved, Dorothy Petroskey/supported, to approve the July 12, 2023 Minutes as presented with corrections as noted, motion passed.***

2. Payment of Bills

***Tom Nixon/moved, Dorothy Petroskey/supported, to pay the bills in the amount of \$196,488.76 submitted August 9, 2023, motion passed.***

3. Review Park & Rec Committee Recommended Survey Questions for Approval  
Comments from Township Board -

- "Suttons Bay Township Master Plan Community Survey"
- 1st question typically last question
- "Where don't know it, change to Not Familiar"
- Prepare township map highlighting the 5 parks
- #4 - How should Suttons Bay Township parks be managed: schedule out a program with leagues and other, available for public and drop in use, should be able to be reserved.
- #4 - Rewrite the question - make parks available to the public as much as possible and schedule events second.
- Survey - how many people use the scheduling, is it needed.
- Survey needs more work, only 6 questions that pertain to our parks.
- Questions to consider - What could we do better? How are we doing? Are we taking care of facilities we have left? What is it you want to learn from the Survey? If township offered lessons on features at Herman Park, would you be interested? Does the public see a priority for a children's playground?
- Survey is part of the Five Year Plan, and the plan is to prioritize what the public thinks and would like to see at all the parks.
- Have to have visioning meeting by end of year to get Five Year Plan.
- Survey is priority driven then should have a question on every park
- If we don't have a question, can't back it up for writing a grant.
- #5 - Restrooms and play equipment. Add information about improving ice rink grounds.
- #9 - Where in the community do you reside? List Suttons Bay Township, Village of Suttons Bay, Peshawbestown, Outside of Suttons Bay Township, Leelanau County, Outside of Leelanau County.
- Another way to go for grants, is to be ADA compliant.
- Distribute the Survey to Library, churches, retail stores and Hop Lot.

Tom Nixon said a special meeting could be held to review the comments submitted.

### NEW BUSINESS

1. Review Request by Aurora Cellars for Off-Site Tasting Room at 9 Bean Rows  
Steve Patmore reviewed the request by Aurora Cellars for Off-Site Tasting Room at 9 Bean Rows. Aurora Cellars would make the wine and 9 Bean Rows would sell it.

#### Resolution 11 of 2023

***Dorothy Petroskey/moved, Jean Moe/supported, to adopt Resolution 11 of 2023, recommending to the Michigan Liquor Control Commission of Aurora Cellars, LLC Tasting Room at 9000 Duck Lake Rd., Suttons Bay, MI, with the understanding that a Special Land Use Permit is required from the Township to operate a winery or tasting room, and that this recommendation for the License does not guarantee a special land use permit will be granted.***

***Roll call vote: Yes: Tom Nixon, Jean Moe, Dorothy Petroskey, Debbie Slocombe  
No: None. Absent and excused: Doug Periard. Resolution 11 of 2023 adopted.***

2. Update on Recent Expenditures for Herman Park and Review of Township Budget  
Jean Moe and Sandy VanHuystee created these documents. Jean Moe - pickleball revenues - Balance \$23,443.15. All expenses up to date.

Tom Nixon said the Board should consider restriping the parking lot at Herman Park. Bill Drozdalski has two bids to seal and strip the parking lot. Tom Nixon said a special board meeting could be held to approve the bid.

3. Replace Old Printer with Purchase of Sharp Color Printer for the Township Office.  
***Tom Nixon/moved, Dorothy Petroskey/supported, to purchase a Sharp DP50c31 Color Printer at the price of \$4,989.00 as discussed, motion passed.***

4. Discuss revising the Board's Bidding Procedures  
Tom Nixon said in 2021 the Board repealed the bidding ordinance. Tom Nixon said he will draft some language for a new bidding ordinance.

### PUBLIC COMMENT

Joyce Bahle commented on Herman Park.

### BOARD MEMBER COMMENTS

- Debbie Slocombe - August 31st, 11:30 am, at Herman Park, Plant a Garden Day Award to Garden Club.
- Spoke with Larry Mawby regarding housing authority, has not heard about the grant, will let us know.
- Tom Nixon - letters going out thanking the Herman's and Baldwin's for the use of their property ingress in parking lot for Herman Park renovation.
- Parking signs ordered for township offices
- Pete Ostrowski and Tom Nixon will meet with Kristen regarding tennis program, looking At fee structure.
- Budget upcoming – Look at election year costs and road issues

**ADJOURNMENT**

The meeting was adjourned at 6:46 pm.

Minutes by Marge Johnson, Recording Secretary  
Jean Moe, Clerk

1

*approved as presented  
Jean Moe*