

LELAND TOWNSHIP BOARD MEETING
Monday, October 9, 2023 – 7:00 p.m.
Leland Township Library, Munnecke Room
203 E. Cedar Street, Leland, MI 49654

MINUTES

PRESENT: Supervisor Susan Och, Clerk Lisa Brookfield, Treasurer Shirley Garthe, Trustee Clint Mitchell, Trustee Mariann Kirch.

ABSENT:

GUESTS: 16

CALL TO ORDER: Ms. Och called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Clint Mitchell requested action item 9 to be added to the agenda, designating Clerk Brookfield as the primary point of contact for the Sunset Shores project.

Shirley Garthe moved to approve the agenda as amended; supported by Clint Mitchell
Motion carried. (5,0)

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST: None

CONSENT AGENDA:

- APPROVAL OF MINUTES
 September 11, 2023 (Regular Meeting)
 September 29, 2023 (Special Meeting)

APPROVAL OF MINUTES:

September 13, 2023 Workshop minutes as edited

PUBLIC COMMENT

Steve Mikowski - Mr. Mikowski presented his request to hold a referendum vote on the Leland Township Zoning Ordinance 96-1. He also asked the Board to correct a longstanding error denying a 17 ½ inch side yard setback variance. He also commented on the establishment of special assessment districts and whether they allow for financial hardship exemptions.

REPORTS FROM BOARDS AND COMMISSIONS

Fire & Rescue, Chief Dan Besson

There were 52 calls in September. The ISO review for insurance risk assessment was wrapped up this week. This audit grades the departments performance and issues a ranking. Chief Besson reviewed the staffing levels and response times. The LTFD is considering a mutual aid agreement with Glen Lake Fire Department for emergency marine service to Lake Leelanau. A report is on file at the Leland Township Office and is online

Planning/Zoning, Tim Cypher

Clint Mitchell reported that the Findings of Fact for the Peterson project will return to the PC in November and should be completed at this meeting. A report is on file at the Leland Township Office and is online.

Harbor, Jeremy Anderson

The harbor experienced a record September with revenue of \$45, ending the year with strong sales figures. The parking meters were a success, opening up parking for boat trailers and keeping a turn-over in the harbor lot. Dock maintenance is underway. The marina will be open through the 1st week of November, weather dependent.

Sewer, Steve Patmore

Normal activity for the month with lagoon levels coming down. Drain beds are being monitored and responding well to maintenance. Step pumps and sludge pumps are undergoing regular repair and maintenance. There has been steady administrative work through the month. A report is on file at the Leland Township Office and is online.

Parks & Rec, Susan Och

The committee welcomes new member, Tim Zywicki. The Sparks grant was denied. The homework and preparation done for this grant can be used for future grant applications. The 2025-2029 Recreation Plan is being developed. The board is invited to review the survey and provide feedback before it goes live. The next meeting is scheduled for October 17, 2023 5:30 PM.

County Commission, Kama Ross

The 2024 budget for the County is in the works. The public is invited to attend these work sessions. Commissioner Ross has joined the personnel committee, established to assess and recommend good practice and guidance for the new CFO and all staff relations. Additionally, the LC Energy Futures Task Force had their first meeting, Ross was joined by Clerk Brookfield in this promising new group.

TREASURER'S REPORT

Ms. Garthe reported on income and expenses for the last month. \$5,800 in sewer revenue with delinquent accounts recorded to be included on the winter tax bill. Harbor receipts were busy and tax revenue has been coming in strong. The usual bills and payroll were presented.

ACTION: Mr. Mitchell moved to approve the Treasurer's Report as presented; supported by Ms. Kirch. Motion carried. (5,0)

SUPERVISOR’S REPORT

A written report was submitted to the Board prior to the meeting. It is on file at the Leland Township Office.

ACTION ITEMS

- 1. Metro act application from Crown Castle Fiber, LLC
 Tim Cypher, Zoning Administrator, provided a report to the board in writing. Clerk Brookfield suggested that the application be denied based on the ZA’s comments.

ACTION: Mr. Mitchell moved to approve the application submitted by Crown Castle Fiber, LLC; Supported by Ms. Kirch. Motion failed. (5,0).

- 2. Resolution R-23-23 Leelanau County Brownfield Redevelopment Authority (LCBRA) request for approval of plan for Bluebird site. – Trudy Galla, Therese Searles, Telgard family

Skip Telgard thanks the board and the LCBRA. An introduction and history of the project is given citing staffing, sustainability, environmental concerns, and utilization of the property as main reasons for the redevelopment of the site. Therese Searles presented a power point recap of the proposed project highlighting metrics, finances, and benefits. The adoption process was also reviewed. Discussion followed with questions regarding the inflation multiplier, personal property tax, and revenue loss for the Township. Mr. Mitchell confirmed that the plan and tax abatement runs with the property, not the developer. The limitations of the property were explained by Lyn Telgard answering the question about the delayed timing of developing the Early Bird portion of the project. At the end of the 14-year plan, there should be a considerable increase in the assessed value of the property.

ACTION: Ms. Garthe moved to approve Resolution R-23-23, request for support of the Leelanau County Brownfield Redevelopment Authority plan for the Bluebird, Leland; supported by Ms. Brookfield.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	No	
Trustee Mariann Kirch:	Yes	Motion carried. 4 in favor, 1 opposed

- 3. Leelanau Community Cultural Center proposed cultural overlay modification of the zoning district- Dan Lisuk & Leelanau Historical Society representative

Mr. Lisuk introduced the intent of the district, requesting support and partnership in the application to direct the Planning Commission to develop an overlay district. Kim Kelderhouse explained some of the limitations of the residential zoning, especially the

limitations of allowable signage. Chuck Schoerr commented that it would be more efficient if all stakeholders came together to explore and develop the new district. Discussion of the need for zoning amendment followed. Trustee Mitchell suggested the needs were marketing rather than zoning related. Trustee Kirch was concerned about the impact on the neighbors. Tim Cypher provided written comments prior to the meeting in support of the PC exploring the overlay.

ACTION: Ms. Garthe moved that the board of Trustees of Leland Township consent to representatives of the Leelanau Community Cultural Center, the Leland Township Public Library, the Leelanau Historical Society, and the Leland Township Board, initiating and thereafter working toward, in conjunction with the Leland Township Planning Commission and its Zoning Administrator, a cultural campus overlay district as an amendment to the Leland Township Zoning Ordinance, which overlay district would include Leelanau County Tax Parcel 009-750-210-50, as owned by Leland Township. Supported by Ms. Och. Motion failed. (2,3)

4. Approve switch to new Consumer Energy rate schedule

ACTION: Discussion of the new rates, savings, and length of commitment in the proposal followed. Mr. Mitchell moved to adopt the Consumer Energy Rate Schedule for a one-year term. Supported by Ms. Garthe. Motion passed. (5,0)

5. Resolution R-23-22 creating a one-way system on N Lake Street

Clint Mitchell explained the resolution requesting the Leelanau Road Commission establish North Lake Street as a one-way road, from River Street to Hill Street, and further requests a recommendation for appropriate signage for both traffic and parking, and a determination as to where said signage should be placed. The logistics of the change were discussed. A turn-around on Brooks Street will be established.

ACTION: Mr. Mitchell moved to approve Resolution R-23-22, creating a one-way system on N Lake Street; supported by Ms. Brookfield.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	Yes	
Trustee Mariann Kirch:	Yes	Motion carried. 5 in favor, 0 opposed

6. Approve resurfacing of the public restrooms -Mariann Kirch

Trustee Kirch described the condition of the floor and the need for repair, providing a quote for resurfacing in the amount of \$4,000. Discussion of other needed repairs followed. Clint Michell suggested that this be included in the 2024-25 budget with work commencing in the spring. No action was taken.

7. Delinquent sewer accounts to be placed on the winter tax bill

Treasurer Garthe provided the list of delinquent accounts as established by the Sewer Commission. These outstanding balances will be included on the winter tax bill.

ACTION: Mr. Mitchell moved to approve placement of delinquent sewer accounts on the winter tax bills; supported by Ms. Garthe. Motion passed. (5, 0)

8. Delinquent sidewalk assessments to be placed on the winter tax bill

Treasurer Garthe provided the list of delinquent accounts as established by the special assessment of sidewalk repairs. These outstanding balances will be included on the winter tax bill. The property owners have until November 1, 2023 to pay the assessment or make arrangements to pay.

ACTION: Ms. Garthe moved to approve placement of delinquent sidewalk accounts on the winter tax bills; supported by Mr. Mitchell. Motion passed. (5, 0)

9. Designate Clerk Brookfield as the primary contact for the Sunset Shores Special Assessment District

The communication on project management and all aspects of the Sunset Shores SAD will now be funneled through the Leland Township Clerk to be distributed to the entire board so that the Township Board has all necessary information to complete the sewer district in a timely manner. Lisa Brookfield will relay the change of point of contact to all relevant participants.

ACTION: Mr. Mitchell moved to establish the Clerk as the primary contact for the Sunset Shores SAD; supported by Ms. Brookfield. Motion passed. (5, 0)

OTHER/OLD BUSINESS

10. Leland Township Logo- Mariann Kirch

Trustee Kirch has information about a logo contest. She is looking for direction from the board on whether to pursue this. Supervisor Och questioned whether this was a requested service from residents and whether the expense was allowable. Logo design could also be included in the sign design. Ms. Kirch will gather some quotes and samples for sign. This expense will be included in the 2024-25 budget.

11. Resolution to reimburse township through issuance of tax-free bonds

This resolution preserves the opportunity to recoup the \$150,000 down payment on the Leland Township Administrative Building. It does not require that a bond be issued. Supervisor Och suggested that in times of inflation, a loan can be a fiscally responsible way to continue with capital improvements. Mr. Mitchell is skeptical that the Township will qualify for a USDA loan and doesn't support the resolution. Ms. Brookfield is uncomfortable with the 30-year term of the proposed loan.

ACTION: Ms. Och moved to vote on Resolution to reimburse the Township through issuance of tax-free bonds; No Support. Motion failed.

BILLS AND ACCOUNTS

The bills and accounts lists were distributed to Board members. There was nothing unusual for the month, with the exception of increased spending in Sewer Improvement covered in the Sewer Administrator’s report.

ACTION: Ms. Brookfield moved for payment of bills from September 12, 2023 to October 9, 2023; supported by Ms. Garthe. Motion carried. (5, 0)

CORRESPONDENCE

- Mariann Kirch received a letter from Gary Coyle regarding the requested easement on his property adjacent to the Leland Township Library. Mr. Coyle is eager to work with the Township on a mutually beneficial arrangement.
- Two letters of support were received regarding the Brownfield project on the Bluebird property. The letters are on file at the Clerk’s office.

BOARD COMMENT

Susan Och- encouraged the board to take advantage of the learning opportunities available through MTA.

PUBLIC COMMENT

Stephen Mikowski- He pointed to a preparedness problem when the board spends an hour discussing spot zoning proposal. He also requests more information about remaining REUs for the Leland Township Sewer system. If it remains unaddressed, the system will need to be expanded or rebuilt.

Bill Borre- He would like a timeline on the completion of the Sunset Shores SAD. He is needing to complete the agreement for purchasing his property. The Clerk will provide a schedule as soon as it is available.

Keith Ashley- Echoes what Mr. Mikowski said about the cultural overlay district, it was painful to sit through.

ADJOURNMENT

ACTION: Ms. Garthe moved to adjourn the meeting at 10:10 p.m.; supported by Ms. Kirch. Motion carried. (5,0)

The next meeting is November 13, 2023

Respectfully Submitted,
Lisa Brookfield, Township Clerk

Date Approved: _____

Susan Och, Leland Township Supervisor

Lisa Brookfield, Township Clerk