

CENTERVILLE TOWNSHIP BOARD MEETING

WEDNESDAY, March 13, 2024, 7:00 P.M.

CENTERVILLE TOWNSHIP HALL

5001 S. FRENCH ROAD, CEDAR, MI 49621

MINUTES

PRESENT: Ronald Schaub, Elizabeth Chiles, Katrina Pleva, Daniel Hubbell, Joe Mosher

GUESTS: 4

ON ZOOM: Darlene Doorlag, Paul Winston, Patsy Conklin

1. Call to order/Pledge of Allegiance
2. Review Agenda/Additions/ Approve Agenda /Public Comment

Correction: an upcoming PC meeting is a “special” meeting, not an “extra” meeting.
Addition: Mosher requested an item under new business to discuss Heritage Trail Segment 9 Proposal.

 1. **ACTION:** Mosher moved to approve the agenda as presented and amended; supported by Pleva. Motion carried. (5,0)
 2. Public Comment - None
3. Previous Meeting Minutes
 1. February 14, 2024 – four corrections were noted by Pleva; Chiles will make the corrections in the final copy.
ACTION: Hubbell moved to approve the minutes of February 14, 2024, regular meeting, as presented and corrected, supported by Schaub. Motion carried. (5,0)
4. Township Financial Update
 1. Treasurer’s Report
Pleva reported that the collection on taxes is finished. Reports have been dropped off at the County. Interest on a CDAR is due in June. She wants to look at other CDARs for the best returns in April. The list of approved financial institutions needs to be updated.
ACTION: Hubbell moved to approve the Treasurer’s report; supported by Chiles. Motion carried. (5,0)
 2. Reconciliation for February
Schaub explained reconciliation, which he does it for the auditor. He asks Chiles for a random 2-4 invoices and the same of Pleva. Schaub looks the invoices over as just an extra eye on the finances. Reconciliation for February was satisfactory.
 3. Invoices – Review and authorize payment
Chiles noted an error in the report. Chiles explained that an invoice was overpaid by \$200, so the vendor’s payment next month will be \$200 less.
ACTION: Schaub moved to pay the invoices as presented; supported by Chiles. Motion carried. (5,0)
5. Clerk Report
 1. Review pay for Election Workers
Election workers currently receive \$16.00 an hour and \$18.50 for the Chairs. Chiles would like increase the hourly pay by one to two dollars an hours. Leland is paying \$20.00 and \$25.00. She is checking with other Leelanau clerks to see what they are paying.

Chiles will put together a current and proposed election pay schedule for the next meeting.

2. Discuss Zoom Set-Up

One piece of the Zoom hardware is not working properly. The Planning Commission and the ZBA would like to have Zoom capability as well. We could get the hardware upgraded and training for \$550. Chiles could share the password and other groups could use the Zoom.

This discussion brought up the fact that the Township does not have a credit card.

Chiles uses her personal credit card for items that can only be paid by a card. Chiles and Pleva will look into getting the Township a credit card.

6. Zoning Administrator's Report - No report

7. Planning Commission

Mosher reported. Updating the zoning ordinance continues. There has been good public attendance and comments. The Commission reached some general agreement on the waterfront overlay district. There is a meeting next Wednesday at 6:30 p.m. Three more special meetings are scheduled (April 6, April 29, and May 1).

At the last meeting, Michele Irwin presented from the STR sub-committee. There is a list of current STR's in the Township. Mosher will get the information.

There are 2 appeals from Northgate about the Pines campground. Northgate has the right to appeal at the circuit court level and it could take up to 8 months for a decision. Northgate has filed an appeal to the ZBA for their second application. Northgate has a lawsuit for damages.

The Planning Commission meets on the first Monday of the month except for July and September. At the last meeting, the new officers for the year were decided. Once the minutes of a meeting are approved, it will be put on the website.

There was discussion about the review of the zoning ordinance being completed by June 30. Mosher explained the anticipated timeline and what still needs to be done. His thinking is that it will be finished by June 30.

The Centerville Township zoning fee schedule was discussed. Chris Grobbel suggested the fee schedule should be in a cleaner format. The Township does not make money on these fees. Often the work involved is extended warranting an extra fee. There was discussion about various parts of the fee schedule. There was concern expressed that someone will be inspecting new builds to see if the footings have been placed properly. Mosher will take the suggestions back to Grobbel.

8. Cedar Area Fire and Rescue Board - Ron Schaub

Schaub reported on the Fire budget which is under budget a bit.

1. Board member report/Reappoint John DePuy as Member-at-Large (2 yr.)

ACTION: Hubbell moved to reappoint John DePuy as Member-at-Large (2-year term); supported by Pleva. Motion carried. (5,0)

2. Next regular meeting of the Cedar Area Fire and Rescue Board is on April 3, 2024 at 2:00 p.m.

9. Supervisor Report

1. Review PA-116 Application/Approve Annual Meeting Schedule

Schaub explained the Open space Preservation Program. This program provides a reduced tax assessment to land owners. Those qualified pays property taxes and the State reimburses according to income. The County Planning Commission and Soil Conservation District approved parcels for the program.

ACTION: Hubbell moved to approve the programs as presented by Schaub; supported by Pleva. Motion carried. (5,0)

The meeting dates for the coming year were presented with a reminder of the time change from 7:00 pm to 6:30 pm.

ACTION: Hubbell moved to approve the meeting schedule; supported by Mosher. Motion carried. (5,0)

2. Review Budget Amendments

Schaub explained some of the changes and answered questions. There were a lot of adjustments and the budget format of the previous supervisor was different for Schaub. Because of this and the transition to a new supervisor, there was less time to compile the budget. Mosher suggested a review of the budget mid-year.

ACTION: Schaub moved that the Centerville Board of Trustees amend the FY 2023-24 Township Budget using unallocated anticipated revenues of \$18,800.00, plus adjusting totals within specified categories of the existing budget. Changes are outlined in the "Centerville Township FY 2023-24 Amended Line Item Budget" presented to the Board by Supervisor Schaub; supported by Hubbell.

ROLL CALL VOTE (not necessarily called in this order)

Ron Schaub, Supervisor	Yes
Danel Hubbell, Trustee	Yes
Elizabeth Chiles, Clerk	Yes
Joe Mosher, Trustee	Yes
Katrina Pleva, Treasurer	Yes

Motion carried. (5,0)

10. Board – Unfinished Business

The painting of the Hall is finished and the interior remodeling is now complete.

Board – New Business

1. ARPA funds update

The furnace does not need to be replaced but it should be upgraded. Also, the handicap ramps needs a rebuild. A quote is needed for both. Pleva will get a quote for the ramp. The ARPA funds need to be designated or spent by December 2024.

2. Renew the Fire millage at 2.25

The millage is meant to cover the costs of the Fire Department. What was done in past was discussed. Schaub does not think it can be reduced and would like to renew it. There was continued discussion about the amount of the millage. It was decided to table the subject until the next meeting. Schaub will provide analysis for different millage scenarios for discussion at the next meeting.

3. Heritage Trail Section 9

This section runs from Bohemian Road to the Harbor. The trail has been staked. The cost is privately funded. When the first leg of the trail was done, there was some public opposition brought to the Board. The Board does not have any jurisdiction over the trail.

11. Commissioner Report – Kama Ross

Ross reported on the scrap tire and mattress collection. Chet Janek is working on getting an intern County Administrator. There have been complaints about Point Broadband. The County is trying to resolve the issues. Ross spoke of a free energy audit for residents from Consumer Energy. She had it done in her residence and was very impressed. There is a meeting about solar energy at the Leland Library tomorrow. Emergency teams have worked on alternative plans to use during the road construction in Traverse City. The Road Commission will be doing a presentation for Centerville Township soon. Ross is always available for your concerns. Call her.

12. Upcoming Township Meetings

1. Next Board of Trustees Meeting: Wednesday, April 10, 2024 at 6:30 p.m.
2. Annual Meeting: Saturday, March 23 at 10:00 a.m. Special Budget Meeting following.

13. Public Comment

Jodie Arens – She expressed her thanks for the work of the Board and the exacting attention to the millage.

Dar Doorlag – She would appreciate Planning Commission meeting to be on Zoom. The roads need a lot of attention and it can be done without Township funding. She gave the example of Amor Road. However, she does not like the dirt road.

Tom Alfen – The Road Commission gets their funds from the State which the public also pays taxes to.

Steve Hamilton – He stated that some people like the dirt road.

Tom Alfen – He asked for an explanation of the water overlay district. Mosher explained it.

15. Motion to Adjourn

The meeting was adjourned at 9:16 p.m.

Respectfully submitted,
Cindy Kacin