

**CHARTER TOWNSHIP OF ELMWOOD  
REGULAR BOARD MEETING  
FEBRUARY 12, 2024  
IN THE TOWNSHIP HALL**

**Call to Order:**

Supervisor Shaw called the meeting to order at 6:00 p.m.

**Pledge of Allegiance:**

Supervisor Shaw led the Pledge of Allegiance.

**Roll Call:**

**Present:** Jeff Shaw, Connie Preston, Terry Lautner, Dave Darga, Chris Mikowski, and Kyle Trevas

**Absent:** Jordan Gallagher

**Declaration of Conflict of Interest:**

None

**Public Comment**

Sue Jones  
Tom Roop

**Consent Calendar:**

**Department Reports:**

Treasurer  
Planning/Zoning  
Fire Chief

**Committee Reports:**

**Minutes:**

1-8-24

**Post Audit Invoices 1-6-24 through 1-31-24**

**Planning Commission Annual Report**

**Marina Phase III Review**

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPROVE THE CONSENT CALENDAR AS PRESENTED. The motion passed unanimously by a voice vote.

**Agenda Approval**

Trustee Trevas requested we add the question of placing park use request by Tom Roop of TACS to next month's agenda.

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS MODIFIED BY THE ADDITION OF THE QUESTION OF THE PARK USE REQUEST FOR TACS. The motion passed unanimously by a voice vote.

Closed Session to Consider Written Memos from our Attorneys

Moved by Clerk Preston, seconded by Trustee Lautner, to go into closed session pursuant to Section 8(h) of the Open Meetings Act, being MCL 15.268(h), to consider the written memo from our attorney dated January 2, 2024, which is exempt from disclosure by Section 13(1)(g) of the Michigan Freedom of

Information Act, being MCL 15.243(1)(g), since this memo is subject to the attorney-client privilege. The motion passed 6-0 by a roll call vote

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO RETURN TO OPEN SESSION. The motion passed unanimously by a voice vote.

The Board discussed whether to take action on the information provided by our attorney at this meeting or a future meeting. There was concern that other board members might be gone at a future meeting and that Trustee Gallagher had missed this closed session and would not be informed.

MOTION BY TREASURER MIKOWSKI, SECONDED BY TRUSTEE LAUTNER TO RESCIND THE MOTION MADE BY THE TOWNSHIP BOARD AT ITS SEPTEMBER 30, 2021 MEETING AND THE DECEMBER 11, 2023 MEETING TO DIRECT THE TOWNSHIP PLANNING COMMISSION TO REMOVE SHORT TERM RENTALS FROM THE SUBDIVISIONS IN GREILICKVILLE NEIGHBORHOODS. The motion passed 4-2 with Yes from Terry Lautner, Chris Mikowski, Connie Preston, Jeff Shaw, and No from Dave Darga and Kyle Trevas.

MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO GO INTO CLOSED SESSION TO CONSIDER THE ATTORNEY-CLIENT PRIVILEGED MEMO FROM OUR ATTORNEY DATED FEBRUARY 2, 2024. The motion passed 6-0 by a roll call vote.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO RETURN TO OPEN SESSSION. The motion passed unanimously by a voice vote.

MOTION BY CLERK PRESTON, SECONDED BY TREASURER MIKOWSKI TO AUTHORIZE ATTORNEY BRAD WEIRDA TO PROCEED WITH ENFORCEMENT ACTION ON THE SETTLEMENT AGREEMENT BETWEEN THE TOWNSHIP AND FRANK NOVERR. The motion passed unanimously by a voice vote.

### **Supervisor Remarks**

Supervisor Shaw submitted a written report and added that he was at the Timberlee water pumps with the engineers for final measurements before they bid the project. He also stated that the DNR approved our Marina Phase III plan so it will soon be ready for bid.

### **Trustee Remarks**

None

### **Engineer's Report**

None

### **Other Officer Remarks**

Leelanau County 2<sup>nd</sup> District Commissioner Jim O'Rourke thanked the Board for their work and offered to answer any questions from the Board

### **Communications from the Clerk**

Clerk Preston reported that the Clerk's office has been busy issuing and receiving absentee ballots

### **Discovery Pier Update/Matt McDonough**

Mr. McDonough showed a slide presentation of the work accomplished to date and future plans in the works.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **Housing North Proposal**

Yarrow Brown presented the Housing North request for \$5000.00 from the Board to support the funding of a technical support housing expert. After discussion with the Board, Ms. Brown offered to send more information to the Board.

#### **GTB 2% Grant Acceptance/Matching Funds**

Fire Chief Keith Tampa explained his request for a budget amendment in order to authorize the matching funds necessary to accept the 2% grant for a cardiac monitor. MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT BUDGET AMENDMENT RESOLUTION 4 OF 2024. The motion passed 6-0 by a roll call vote.

#### **Leelanau County Natural Hazard Mitigation Plan**

The Natural Hazard Mitigation Plan is an update to the County plan that Elmwood Township adopted in 2015. This plan ensures that FEMA funds are available to the Township in case of a natural disaster. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE TREVAS TO ADOPT RESOLUTION 3 OF 2024 TO ADOPT THE NATURAL HAZARD MITIGATION PLAN. Motion passed 6-0 by a roll call vote.

#### **Planning Commission, Zoning Board of Appeals, and Parks and Recreation Appointments**

MOTION BY TRUSTEE TREVAS, SECONDED BY CLERK PRESTON TO RE-APPOINT JONAH KUZMA TO A THREE -YEAR TERM ON THE ELMWOOD TOWNSHIP PLANNING COMMISSION FROM JUNE 1, 2024 TO MAY 31, 2027 AND ED BASILE TO A TWO- YEAR TERM ON THE ELMWOOD TOWNSHIP PARKS AND RECREATION COMMITTEE FROM JUNE 1, 2024 TO MAY 31, 2026. The motion passed unanimously by a voice vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPOINT BRYAN CURRIE TO THE ELMWOOD TOWNSHIP ZONING BOARD OF APPEALS, THREE YEAR TERM FROM FEBRUARY 29, 2024 TO FEBRUARY 28, 2027 AND ALSO TO THE PARKS AND RECREATION COMMITTEE FOR A TWO -YEAR TERM FROM APRIL 1, 2024 TO MARCH 31, 2026. The motion passed unanimously by a voice vote.

#### **Grounds Crew Discussion**

Supervisor Shaw explained that our current buildings and grounds staff do a wonderful job but some are ready to retire soon. It may be time to hire a full-time, year- round buildings and grounds person. Supervisor Shaw requested that the Personnel Committee be directed to look into the position as far as duties and pay. There was consensus of the Board to have the Personnel Committee explore the position and would like a complete job description and skills list.

**Payment of Invoices**

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE TREVAS TO PAY THE INVOICES IN THE AMOUNT OF \$178,312.24. The motion passed unanimously by a voice vote.

**PUBLIC COMMENT**

None

**Adjournment**

Supervisor Shaw adjourned the meeting at 8:25 p.m.