**Regular Meeting of the Township Board**

**Tuesday, March 12, 2024**

**Cleveland Township**

Supervisor, Tim Stein, called the meeting to order at 7 pm. Present on roll call were Jan Nowak, Todd Nowak, Tim Stein, Angie Diotte, and Tracy Olsen.

Public attendance Gwenne Allgaier, John Imboden.

**Motion by Jan Nowak and seconded by Angie Diotte to approve February 13, 2023 Minutes**

**Ayes: 5, Nays: 0. Motion carried.**

**Public Comment on Agenda- None**

**Supervisor’s Report – Tim Stein –** will hold till Assessors-BOR Report

**Clerk Report – Tracy Olsen:** Finished February Primary Election**.** Still looking into the New Computer with monitors

**Treasurer’s Report – Angie: February 29, 2024**

Beginning Balance $ 454,550.48

Disbursements -$12,271.81

Revenue $126,984.97

Balance $565,601.98

**Motion by Todd Nowak and seconded by Tim Stein to approve Treasurer’s Report for February 29, 2024 Report.**

**Ayes: 5, Nays: 0. Motion carried**

**Planning Commission Report –Todd Nowak:**. Pre application site conference plan from Flaska they cancelled again. Also a pre application site conference on the Kamainski plan and the Planning Commission waived that. Continued on Agriculture District Amendments, hope to have it completed by June or July.

**Zoning Administrator’s Report** –  **Scott Sheehan:**  Isacc Yitshak building a 32 x 24’ pole barn on 7967 S Tremain Rd. Followed up on complaint on Narlock Rd and based on information gathered from Mr. Deny, he is not operating a business at his residence. I followed up with Mr. Levins attorney letting him know the information. The Planning Commission waived the Kaminski site plan. Planning Commission will be getting a condo development on Maple City Rd, south of the storage units zoned Business 1. Finished all Granicus Training.

**Zoning Board of Appeals Report –Jan Nowak –** None.

**Maintenance Report – Tim Stein:** None

**Assessor Report –**  Board of Review petition session March 11,2024 2pm-5pm and 6pm-9 pm. 2 petitions, one was approved with adjustments. The other one was declined.

**Other members – none**

**Old Business –**

1. **Review/Update Cedar Area Fire and Rescue- John Imbolden:** Through February good shape for Fiscal year operational wise. We will in March make another $10,000 payment for the general account back into the Capital account we borrowed some years ago. We will have $20,000 left and that will be finished in the next fiscal year. Just moving account good cost control for the budget for the operational side.

A1. Review letter sent by Kasson Township. Review and Discuss Kasson township desire to build a new firehall somewhere in Kasson Township and believe it will help Cleveland township service the west edge of our township to a better degree. The locations they looked at do not warrant the expenditure we would place on Cleveland township residents to gain any improved services other than to a dozen households on South Wheeler Road area and it be marginal at that. Subjecting ourselves to a 2.5 million dollar expenditure for a new fire hall in Kasson township that would service them primarily. A caveat that was put in 2015 innerlocal fire agreement which states a second station talks about a possible sub station may be constructed and that the township or townships would undertake it and handle the cost of that. Other townships Solon and Centerville also would be responsible for 25% of the operating expenses of the facility.

Tim Stein would like to make a recommendation to the Cleveland Township Board that we make a motion as at this point in time, that Cleveland Township is not interested in pursuing additional properties or considering the funding for a new fire station or substation because we do not feel it would effectively improve Cleveland township Fire and Emergency Service to warrant the expense necessary

**Motion by Todd Nowak and seconded by Angie Diotte to decline support and funding for Kasson Township facility for a second fire station.**

**5 Ayes, 0 Nayes**

1. **Review for Consideration Proposed Cleveland Short Term Rental Ordinance- Tim Stein:** Granicus developing the framework that would work taking into consideration the proposal we got from the Planning Commission and basic work they did in structuring a Short Term Rental Ordinance that was workable and modeled after some of the other ordinances that are actually working in Cleveland Township. Have been working with Granicus has involved Scott Sheehan with Granicus. If we do move forward with this we will be administering and enforcing. Short Term Rental Ordinance if we want to move ahead. Some of the modest changes that we added to the ordinance recommended by the Planning Commission that they can have 12 occupants now not 10, septic inspection can be every 5 years not 3 years. The parking can be a hand drawn map on there application showing where the parking is has to be somewhat to scale. Amount of the bedrooms can be taken right off the tax card. Trying to streamline it make it a bit easier. The rest of it stayed right in recommendation with the Planning Commission they put a lot of work into developing it for the board to act on it to make it a police power ordinance. Resolution to go in support of the ordinance which allows us to enact the ordinance and enforce some actionable items. Tentatively May 14 in which if we decide to move ahead for approval at that meeting if we decide to move ahead. At that time we would talk about the resolution then. Best intertest of the board to schedule a public hearing on this prior to the May 14 meeting. Annual permit fee of $350. Currently have 32 non-compliant short term rentals. There are 75 but 32 non-compliant. Took 32 non-compliant rentals and took what they are charging per a night added them all up. Threw out the highest and the lowest of what they are charging which gives us 30 divided by the total dollar amount per a night basis. It came out close to $350. Granicus said we should charge a one night’s rental. $7,000 to Granicus and Scott $3,000 to maintain at $100 per a permit to him for maintaining it throughout the year. Time frame if we act on the ordinance on implementation is due able. Talked to Dean Manicus and Victoria Sutherland got their opinion and feedback they were engineers on original wanted to make sure they were comfortable with the implementation period here. If we put this into effect for May 14 it would not go into effect till June 1. They would have to apply for permits after June 1 and then we would start to commence the enforcement of the rental ordinance in July 1, 2024. Narrow time frame in the first year, even though it be the first year then they would apply for renewal as early as October 1, 2024. It will be listed on the web page we would have it all on the webpage and they print it off from there. It would be up to them to reapply for the renewal. We will not send reminders. We will subscribe through Granicus for the enforcement portion of it, later. It there is no permits available you put your name on a waiting list but you cease operation of you short term rental. If not you will be fine for 30 days at a rate of $500 a day we have ticket books to write these. Informative public hearing Tuesday 5/14/24 @ 6:30 pm before the township board meeting.

**Motion made by Todd Nowak seconded by Angie Diotte Short Term Ordinance Implementation Plan.**

**5 Ayes, 0 Nayes.**

**New Business – Tim Stein -** Review Consideration for Renewal of Fire/Emergency Service 2024-2026 Millage. Asking for this referendum be placed on the ballot as a renewal at the rate of $2.50 per $1,000 of taxable value. We are okay for this year but looking into next year looking at the budget numbers 2.25 is not going to quite cover and we may have to draw from general fund. Our general fund has been taken down making some infrastructure expenditures from our general fund accesses. Tim Stein offering this Resolution : Township Resolution Cleveland Township, at the board meeting of Cleveland Township, Leelanau County, with a forum being present, following Resolution was made on March 12, 2024 meeting we have resolved the referendum request be placed on the August 6, 2024 ballot asking for a Fire/Emergency Mileage Renewal of 2024-2026 a rate of 2.5 mills therefore it is agreed by the approving votes noted below that a significant majority of the members of the township board within this resolution. This resolution is being offered by Tim Stein and supported by Jan Nowak.

**Resolution call for a Roll Call Vote**

**Jan Nowak – Aye**

**Todd Nowak – Aye**

**Tim Stein – Aye**

**Tracy Olsen – Aye**

**Angie Diotte – Aye**

**Motion Carried**

**Implemented by the Township on March 12, 2024**

**B.) Review Compensation for Board of Review Members – Tim Stein –** We have not changed the compensation for BOR members in at least 20 years. We have not changed the compensation at all checked with MTA and surrounding townships and we are on the low side. Currently paying $65 for members would like to increase it to $90 per cession starting effective March 1, 2024.

**Motion made by Tim Stein seconded by Todd Nowak to Increase Board of Review Members to $90 per a cession starting March 1, 2024.**

**5 Ayes, 0 Nayes.**

**C.) Review 2024/2025 Proposed General Fund Budget – Tim Stein –** License and permits $5,000 up to $17,000 this will now include the Short Term Rental Application fees. Going hand and hand with that Zoning Administrator took his wages up to $12,000 and took it at $14,500 since he will get a per diem per application. Under clerk did put in additional monies over $1,000 for a new computer under repair and maintenance. Still collect taxes to handle fire and emergency services. Comfortable on the renewal on that mileage so did plug that number into the budget. Did not put any money into the road mileage since unsure if that will pass but it passes we will do an amended general fund budget and add that revenue line and will start to accrue money on road repair and maintenance. The county has put us on notice that township road are now more so the township’s responsibility not to look for much help from the county.

D.) **Review Annual March 23 Meeting Agenda – Tim Stein** – One addition that I have added to the agenda to add to the website. Another presentation by Glen Allgaier District 6 commissioner under the supervisor’s annual report with the Fire department and Tart trail people. She will be talking about the internet initiative. We will go through the agenda items, salary resolutions, adjourn the annual meeting and start the budget hearing then adjourn the budget hearing, then call to order a special township meeting call that to order. The action will take at that meeting is to hopefully accrue the proposed budget and make a motion to pay any March bills that did not get covered.

**E.) Consideration for Motion to Allow clerk and Treasurer to Adjust the 2023/2024 Budget to Reconcile Line Item to Balance**

**Motion Made by Jan Nowak seconded by Jan Nowak Motion to Allow clerk and Treasurer to Adjust the 2023/2024 Budget to Reconcile Line Item to Balance**

**5 Ayes, 0 Nayes**

**G.) Payment of Bills**

**Motion made by Jan Nowak and seconded by Angie Diotte to approve payment of bills for March 12, 2024.**

**5 Ayes, and 0 Nayes.**

**E.) Correspondence – None**

**Open Forum Public Comment – Gwenne Allgaier –** Thank you for protectingourneighborhoods with this STR awaiting anxiouslyfor this to go through. Some people might think the STR will ask why is this not prorated from July 2024– July 2025.

**Motion made by Todd Nowak seconded Jan Nowak to Adjourn meeting at 7:52pm.**

Tracy Olsen, Clerk

Approved by Tim Stein, Supervisor