MINUTES
SUTTONS BAY TOWNSHIP BOARD
REGULAR MEETING
AUGUST 12, 2020

Due to current isolation guidelines the August 12, 2020 meeting will be via Zoom.

CALL TO ORDER – REGULAR MEETING
Rich Bahle, Supervisor, called the regular meeting of the Suttons Bay Township Board of Trustees to order at 5:15 p.m., August 12, 2020, at the Suttons Bay Township Offices, #95 W. Fourth St., Suttons Bay, Michigan.

ROLL CALL - Quorum Present
Present: Rich Bahle, Sandy VanHuystee, Tom Nixon, Cathy Hartesvelt, Debbie Slocombe
Absent and excused: None
Staff Present: None
Also in attendance via Zoom: Marge Johnson, Susan Odom, Eric Carlson, Sharon Livingston

APPROVAL OF THE AGENDA
Consensus to approve the Agenda.

PUBLIC COMMENT
Sharon Livingston, 1257 Peck Rd., asked if an one has received a copy of a letter from the township attorney regarding the site plan for property on Peck Road.
Rich Bahle said August 31st, 2020 is the deadline for the business owner to respond to a letter from township counsel.

REPORTS:

- **Treasurer –** Cathy Hartesvelt said copies of the June and July Reports will be forwarded to the Board members.
- **Planning & Zoning -** Tom Nixon said the Planning Commission submitted its Annual Report for 2019-2020. Planning Commission will hold a special meeting to discuss topics of concern. Policies and Procedures will be attached to Planning Commission Bylaws and will be incorporated as part of office management. August 4 Planning Commission Meeting – Discussions regarding Peck Rd business. Township counsel sent letter to Peck Rd. business owner notifying him he has until August 31, 2020 to address the letter and site plan. Temporary emergency language prepared by Steve Patmore was sent to township counsel for review. Presentation by Sarah Keever regarding development on Marek Rd.
  Susan Odom said the temporary emergency language was to address John Zachman's Starry Nights Special Use Permit. Susan Odom read the Resolution the Planning

Commission adopted at its July 7, 2020 Meeting regarding property on Peck Road.

- **Fire Authority -** Rich Bahle said Fire Board met August 11th. It approved joining the statewide co-op which costs $2,000. The Board approved spending $600,000 for an engine. Board wrote off bad debts and sent bills for collection.
- **Parks & Rec -** Debbie Slocombe said the Committee met last Tuesday at Herman Park. Northern Lighting Power Wash donated $300-$400 of their time to clean the pavilion support beams. Committee will obtain bids for future power washing. A grant was submitted for an ADA drinking fountain. Asphalt has been laid at the picket ball courts. Apple Fence will drill the posts for the fencing.

OLD BUSINESS

1. **Approval of July 8, 2020 Minutes**
   Rich Bahle/moved, Debbie Slocombe/supported, to approve the July 8, 2020 Minutes, PASSED.

2. **Payment of the Bills**
   Sandy VanHuystee/moved, Cathy Hartesvelt/supported, to pay the bills in the amount of $57,100.18, PASSED. Debbie Slocombe said she would like to have a revenue and expenditure summary.

NEW BUSINESS

1. **Continuation of Meetings via Zoom: Until Emergency Orders Lifted.**
   Discussion –
   - Rich Bahle said he thinks zoom meetings will be held until emergency orders are lifted by authorities. No action is necessary.
   - Debbie Slocombe said Parks & Rec Committee held a meeting at Herman Park. Slocombe asked if it would be a problem to have a meeting at Herman Park.
   - Rich Bahle said he willing to try to have a meeting at Herman Park. Bahle said he, Tom Nixon and Susan Odom met at Herman Park under the pavilion.
   - Tom Nixon said he would like to have a meeting at Herman Park, but for his health he wants to limit exposure. Zoom meetings have worked out well for for getting work done, and the public has joined the meetings. Nixon said the zoom meetings should continue and consider not to have zoom meetings next spring.
   - Rich Bahle said he would take Tom Nixon's recommendation under advisement.

PUBLIC COMMENT

Susan Odom made a comment about the July Meeting Minutes regarding John Zachman's application fee for a special use permit and about the Cares Act.

Rich Bahle said he and Fire Chief Jim Porter discussed the Cares Act.

BOARD MEMBER COMMENTS:

- Rich Bahle – the Assessor's Contract discussed in the July Minutes has been signed with 90 day notice instead of 30 days. There should be clarity when there has been a tax tribunal case. Bahle said he is working on disposing of the piles of tires in the township which are a fire and health hazard. The State could help, but it doesn't have any money. He said he would ask the Solid Waste Council if it would participate in funding the disposal of the tires. Bahle said he has been addressing drainage problems in the Village of Suttons Bay on Broadway Street. Bahle said he reached out to different parties to see if the township could get some assistance with Elm Street and Leo Creek. Upgrading the culverts could help the drainage on Elm Street. Bahle is continuing discussions with these entities to make something happen. The township is not spending any money or signing any contracts.
- Sandy VanHuyste said she got thru the busy election, had 815 absentee ballots. There were no major issues at the township or at the county.
- Debbie Slocombe asked if Sandy VanHuystee was paid the stipend that was approved. (Sandy VanHuystee said the bill is under her name in the bills).
- Tom Nixon said he would encourage everyone to take a look at the township parks. Nixon said thank you to the committee who worked on the Planning Commission Procedures and Policies. He will bring recommendations to the township board in the future.
- Cathy Hartesvelt - No comment.

ADJOURNMENT: Rich Bahle adjourned the meeting at 5:51 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandra VanHuystee, Clerk

Minutes Approved As-Presented on September 9, 2020