SUTTONS BAY TOWNSHIP: NOTICE OF PUBLIC MEETING:

The Regular Meeting of the Suttons Bay Township Board is hereby called for 5:15 PM Wednesday, April 13, 2022.

This meeting is being held face-to-face at the Suttons Bay / Bingham Fire and Rescue Authority meeting room at 201 N. St Mary's Avenue in Suttons Bay. Due to continuing concerns about Covid transmission there will also be a Zoom link for remote attendance. For those attending in person, masks are encouraged but not required.

PRELIMINARY AGENDA

CALL TO ORDER

Board Members: Announce Name, Position, Present Physical Location if not Present

APPROVAL OF THE AGENDA

PUBLIC COMMENT: and communications about items not on the agenda

REPORTS:

- Treasurer
- Planning & Zoning
- Fire Authority
- Parks & Recreation
- Facilities

OLD BUSINESS:

1. Approval of the Minutes: Previous Meetings February 9, 2022, March 9, 2022-Regular Meetings & March 24, 2022 Special Meeting
2. Payment of the Bills
3. Recreation Committee: Rules of Procedure
4. Township Clean Up Day: May 21, 2022/Monitoring
5. County Road Commission Engineer Introduction
6. Accept Supervisor Resignation

NEW BUSINESS:

1. Supervisor Position-Candidate Search
2. Recreation Committee Appointments: Reappoint Dennis Rathnaw & appoint Hadley Dickenson
3. Peck Road/Leelanau Watersports/pending litigation
4. Possible Review of Board of Review Decisions

PUBLIC COMMENT / BOARD MEMBER COMMENTS / ADJOURNMENT

Agenda 2022 Regular Township Meeting

Suttons Bay Township
Treasurer's Report (unaudited)
2/28/2022

Account Description	Balance 2/28/2022	Funding March	Expenditures March	Interest* Income	Balance 3/31/2022
General Account	$655,877.15	$34,640.22	(30,818.83)	$ 12.04	$659,710.58
ARPA-Additional	($1,408.89)		(13,172.27)		($14,581.16)
Tennis Court Fund	$500.00				$500.00
Technology	$0.00			$0.00	$0.00
Roads and Parks	$11,420.41			$0.00	$11,420.41
Park Benches	$1,200.00				$1,200.00
Pickle Ball Court	$10,038.00			$0.00	$10,038.00
Soccer Field	$1,763.50			$0.00	$1,763.50
Cemetery	$13,600.10			$0.00	$13,600.10
Metro Funds	$18,006.33			$0.00	$18,006.33
	$710,996.60	$34,640.22	(43,991.10)	$12.04	**$701,657.76**

Bank Account Summary - ARPA Funds	1/31/2022 Stmt. Balance	O/S Checks	Interest O/S Deposits	2/28/2022 Balance
ARPA Checking	$124,409.85		6.62	$124,416.47
	$124,409.85			**$124,416.47**

	2/28/2022				2/28/2022
TAX Account	$186,845.90	143,724.97	330,589.14	$0.00	($18.27)
	$186,845.90			$0.00	**($18.27)**

RECONCILIATION SUMMARIES

Bank Account Summary-General and Restricted	2/28/2022 Stmt. Balance	O/S Checks	O/S Deposits	3/31/2022 Balance
General Checking - Independent Bank	$479,405.79	(1,975.30)		$477,430.49
Pitney Bowes Reserve Fund				$0.00
ICS Insured Cash Sweep	$224,215.23		$12.04	$224,227.27
	$703,621.02	($1,975.30)	$12.04	**$701,657.76**

Bank Account Summary - Tax and Special Election	2/28/2022 Stmt. Balance	O/S Checks	O/S Deposits	2/28/2022 Adj. Balance
Point & Pay Deposit Acct - Independent Bank	$0.00	$0.00		$0.00
Tax Checking - Independent Bank	$380.80	(399.07)		
			$0.00	**($18.27)**

ZONING ADMINISTRATOR'S REPORT

SUTTONS BAY TOWNSHIP

March 2022 (to-date)

For April 2022 Planning Commission and Township Board Meetings

Prepared by Steve Patmore

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY STRUCTURES	OTHER
Mar. 2022 (to date)	**4**	**1**	**2**	**1**	**0**
Year To Date	**12**	**5**	**5**	**2**	**0**
Year to date 2021	6	4	1	1	0
Year to date 2020	2	0	0	1	1
Year to date 2019	5	4	1	0	0
Year to date 2018	6	4	1	1	0
Year to date 2017	5	0	2	2	1
Year to date 2016	5	2	1	1	1
Year to date 2015	2	0	1	1	0

9942 E. Solem Rd. – garage addition
485 S. Nanagosa Tr. - New Single-Family Dwelling
1761 S. Knorr – addition
1394 N. Pebble Beach – accessory building

Land Divisions:

- Several questions about splitting of land – preliminary reviews.

Zoning Board of Appeals:

- Follow-up work on variances
- Circuit Court Appeal of denial of ZBA Appeal of Leelanau Watersports.

Short Term Rentals:

- So far 26 Permits issued for 2022. (23 Renewals – 3 New)
- Many questions on short-term rentals

Other:

- Inquiries about guest houses in the Agricultural District
- Revisions to existing Land Use Permits
- Site Plan Review – 9 Bean Rows
- Research on zoning requirements for Child Care Facilities.
- General questions on properties and real estate sales.

Suttons Bay Township
Parks & Recreation
Parks Supervisor Updates

Date: April 13, 2022

To: Suttons Bay Township Board

Re: Parks Supervisor – Monthly Update

New Topics:

1) Working with Jesse Fox to clean up Ice Rink Park. Moving smaller items now and waiting for snow melt to dismantle and store the side boards.
2) Revised plan for Ice Rink Park. Investigating feasibility of placing a permanent 10' x 20' shed. Possibly put on concrete pad. Priced out costs and understand setback (from Village) requirements at the site. Jesse is in agreement with the tentative plan. Possibly have a small area within the shed for viewing & shelter from winds (small floor plan available). Will review with the Board upon completion of the tentative plan.
3) Asking for Board's consensus that the Ice Rink Park's main focus will be winter skating and non-winter activity will be limited to passive recreation. **Same as discussed last Month**
4) Submitted **2022 Application for an AARP Community Grant** (non-matching) for the amount of $48,000. The grant will focus on improvements at Graham-Greene Park and will include the installation of an ADA stairway with handrails to access the beach. Also included will be two ADA compliant picnic tables and two benches with backs. Applicants will be notified in May if their application was approved.
5) Physical topo survey completed at Graham-Greene Park.
6) Investigating options (feasibility/costs/etc.) for security cams/monitoring at the Township Parks.
7) Garden Club Pathway rework by Elmer's may be scheduled toward end of April.
8) Request discussion on making changes at the entrance and signage area of Herman Park. Feel that there is no need to have the fancy and expensive flowering shrubs and wood chips. Should consider removing those, placing a weed barrier and using the available pea gravel. If this is completed I will ask Herman Brothers, Whiteford and the Garden Club to provide estimates to maintain these areas.

William Drozdalski
Parks Supervisor

DRAFT MINUTES
SUTTONS BAY TOWNSHIP
REGULAR MEETING - FEBRUARY 9, 2022

This meeting is being held face to face at the Suttons Bay-Bingham Fire and Rescue Authority meeting room at 201 N. St. Mary's Avenue in Suttons Bay, Michigan. Due to continuing concerns about Covid transmission there will also be a Zoom link for remove attendance. Any unvaccinated member of the Public in attendance is required to wear a mask. Others should use their own judgment s to mask wearing.

CALL TO ORDER - REGULAR MEETING

Rich Bahle called the meeting to order at 5:15 p.m. on February 9, 2022, at the Suttons Bay-Bingham Fire and Rescue Authority meeting room, 201 N. St. Mary's Avenue, Suttons Bay, MI.

ROLL CALL - Quorum Present

Present: Rich Bahle, Sandy VanHuystee, Dorothy Petroskey Tom Nixon, Debbie Slocombe
Absent: None
Staff Present: Steve Patmore

APPROVAL OF THE AGENDA

Rich Bahle/moved, Dorothy Petroskey/supported, to approve the agenda as amended, adding under Old Business, #4 - Supervisor's Retirement, and #5 - Herman Park - purchasing windscreen for the tennis courts, passed.

PUBLIC COMMENT

Dennis Rathnaw - The Parks & Rec Committee has functioned with efficacy and enthusiasm for the past 5 weeks. Our parks are amazing. Keep this organization because we have good people and should take advantage of it.
Jeanne Aldrich - I had the privilege of volunteering on the committee a few years ago. Keep the committee intact for our community and give the over 3,200 citizens the opportunity to volunteer and give input on how the parks should be run. I want a dog park.
Liz Mulcany - Thank you to the township board for its leadership and looking at what the issues are with the Parks & Recreation Committee.
Hadley Dickinson - I someday would like to volunteer, frequent user of Herman

Park. Important that the committee stays and let the community have a voice.
Deb Palms - I have had the great privilege to work with and know this dedicated group of committee members. We have strived to achieve to be a voice of the community, being engaged in help develop parks and a rec plan, and to have our collective recommendations considered by the Board.
Pete Ostrowski - Since 2001 the Parks & Rec Committee has fostered a community involved in parks, especially Herman Park. Over the years volunteers have donated time and money toward making the parks what they are today.
Jeff Slocombe- Ask the Board to consider the recommendations made for the by-laws.
Susan Firestone - It is important that the residents have a voice and feel they can make an impact supporting the parks.
Genevieve - What do you benefit from dissolving the volunteer group.
Lauren Connor - I am from the Leelanau Soccer Club. We are looking forward to using the soccer fields in Herman Park in the coming season.
Ray Pease - We have lived here long enough to see the progress in the parks, particularly Herman Park. We pledged to donate $15,000 toward a quality dog park in Herman Park.
Kathy Dinkl - Have been part of getting donations for starting the pickel ball courts. The committee must be kept i tact, and we need to continue the diversity of ideas for the parks.

REPORTS:

- Treasurer - Report submitted.
- Planning & Zoning - Continuing to work on zoning ordinance overhaul and getting it ready for County and Board action.
- Fire Authority - Reviewed next year's budget, will hold public hearing at the March meeting.
- Parks & Recreation - The topography surveys were completed by Elmer's at Herman Park for the parking lot extension. Preliminary drawings will probably be completed by early March. Bid documents may be in by early May with plans for construction and follow-up in 2022.
- Facilities - Waiting for purchase of portable folding door for the office. Two carpet companies have a quote for carpeting. Work station areas will have laminate flooring. Two walls will not be put up. Will have large meeting space. Saving money on electrical costs by not putting in more lighting and electrical outlets.

OLD BUSINESS

1. Approval of the Minutes - Previous Meetings
   Tom Nixon/moved, Dorothy Petroskey/supported, to approve the January 12, 2022 Minutes as presented, passed.

2. Payment of bills
   Rich Bahle/moved, Sandy VanHuystee/supported to approve the bills in the amount of $24,910.93, passed.

3. Discussion Re: Recreation Committee Future Direction
   Rich Bahle said that doing away with the Rec Committee to form essentially a different Rec Committee seems unnecessary. We have some issues. It was an idea of mine that we should have more parks. Debbie Slocombe joined me and was instrumental in getting us to where we are. Many people and the Board have been very supportive of a township with limited funds creating something quite wonderful. It should be fun and a pleasure and has turned into something other than that. Rather than looking at a new set of rules I would like to advise.

   Rich Bahle/moved, Debbie Slocombe/supported, that a committee of four individuals, Tom Nixon, Debbie Slocombe, Pete Ostrowski and Dennis Rathnaw, to review the existing language and draft similar language to meet the needs of the Township Board, allow public input and public interaction, bringing the proposed language to the Board.
   After a lengthy discussion, Rich Bahle withdrew his motion and Debbie Slocombe withdrew her second.

   Rich Bahle/moved, Debbie Slocombe/supported, to appoint a Board member committee to look at the existing bylaws and proposed revisions, address the Board's concerns with regard to how the Board and the Rec Committee interact.

   After a lengthy discussion, Rich Bahle/amended his motion, and Debbie Slocombe/amended her support, to appoint a committee of two (2) members from the Rec Committee (Liz Mulcany and Pete Ostrowski), two (2) township board members (Sandy VanHuystee and Dorothy Petroskey), and a member of the public, (Ms. Hadley) to look at the existing bylaws and proposed revisions address the Board's concerns with regard to how the Board and Rec Committee interact, passed.

NEW BUSINESS

1. Compensation increase - Jesse Fox for Ice Rink Duties

Rich Bahle pointed out that Jesse Fox has been doing a great job and should be compensated for his work. Sandy VanHuystee said for the two years Jesse Fox has been paid $1,000 at the end of the season.

Rich Bahle/moved, Sandy VanHuystee/supported, to increase Jesse Fox's level of compensation to $2,000.00 a year, motion passed.

At Bill Perkins suggestion, Rich Bahle will find out what the cost is to purchase a Grand Traverse Band flag for placement at the ice rink.

2. Annual Salary Reviews/Resolutions: All Elected Officials

Salary Resolution for the Supervisor

Rich Bahle will discuss this under New Business, #4.

Salary Resolution #2 for the Clerk

Rich Bahle/moved, Sandy VanHuystee/supported, to adopt Resolution #2, 2022, setting the Clerk's Salary as of April 1, 2022 at $28,387.00, plus pension. Roll call vote: Yes: Nixon Petroskey, VanHuystee, Slocombe, Bahle. No: None. Motion passed, Resoslution adopted.

Rich Bahle said for the audience the Township Board decided not to have an annual meeting and sets its own salaries which is the process that has to happen.

Salary Resolution #3 for the Treasurer

Rich Bahle/moved, Debbie Slocombe/supported, to adopt Resolution #3 of 2022, setting the Treasurer's salary at $29,140.00 for winter and summer tax collections, plus pension. Roll call vote: Yes: Bahle, VanHuystee, Nixon, Slocombe, Petroskey. No: None. Motion passed. Resolution adopted.

Salary Resolution #4 for Trustee No. 1

Rich Bahle/moved, Sandy VanHuystee/supported, to set the salary of Trustee No. 1 at $1,552.00, plus pension. Roll call vote: Yes: Bahle, VanHuystee, Petroskey, Nixon, Slocobe. No: None. Motion passed. Resolution adopted.

Salary Resolution #5 for Trustee No. 2

Rich Bahle/moved, Sandy VanHuystee/supported, to set the salary of Trustee No. 2 at $1,552.00, plus pension. Roll call vote: Yes: Bahle, VanHuystee,

Petroskey, Nixon, Slocombe. No: None. Motion passed. Resolution adopted.

Graham-Greene Park Proposal from Gosling-Czubak
A proposal was submitted from Gosling-Czubak for $6,500.00 to prepare a topographic survey ad conceptual plan for Graham-Greene Park. The proposal is to make Graham-Greene Park more ADA friendly. Gosling-Czubak did a walk thru of improving the stairway down to the beach, putting in ADA compliant racks down there, a bench and improving ADA parking. improving ADA parking, similar to Steimel Park.

Dorothy Petroskey/moved, Tom Nixon/supported, that the Board move forward on the Graham-Greene Park Proposal from Gosling-Czubak for $6,500.00 (topographic survey and concpetual plan.
Discussion: Rich Bahle said we should strive to get the Rec Committee involved. Motion passed.

OLD BUSINESS

1. Salary Resolution #1 of 2022 for Supervisor

Rich Bahle/moved, Sandy VanHuystee/supported, to adopt Salary Resolution #1 of 2022 to set the Supervisor's salary at $18,035.00, plus pension. Roll call vote: Yes: Bahle, VanHuystee, Petroskey, Nixon, Slocombe. No: None. Motion passed and Resolution #1 adopted.

2. Supervisor's Resignation

Rich Bahle submitted his resignation as Supervisor of the Suttons Bay Township Board, effective March 31, 2022. Information was submitted from MTA regarding resignations. The appointment of Supervisor has to be made 45 days after Rich Bahle's resignation becomes effective. The person appointed as Supervisor would have to run in the August primary and November general election. Rich Bahle said it has been with a great deal of pleasure to serve. Enjoyed the experience.

No action was taken on the Supervisor's Resignation.

Other Business
Special Meeting - February 24, 2022, 9 am to review the budget and pay any bills due in the fiscal year.
Special Meeting - March 24, 2022, 9 am for budget amendments.

PUBLIC COMMENT

Bill Drozdalski - talked about Herman Park.
Gary Hoenscheid - Thanked Rich Bahle for his years of service. He requests an apology from the Clerk regarding her comment.
Dennis Rathnaw - Said how much he appreciated Rich Bahle's leadership.

BOARD MEMBER COMMENTS
Tom Nixon - Not sure he will vote for Rich Bahle's retirement.
Debbie Slocombe - Rich, you have done a wonderful job, enjoyed working with you on the Parks and Rec Committee.

ADJOURNMENT
Rich Bahle adjourned the meeting at 6:58 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

DRAFT MINUTES

SUTTONS BAY TOWNSHIP BOARD AND THE ANNUAL TRUTH IN TAXATION AND BUDGET HEARINGS MARCH 9, 2022

This meeting is face-to-face at the Suttons Bay/Bingham Fire and Rescue Authority meeting room at 201 N. St. Mary's Avenue in Suttons Bay. Due to continuing concerns about Covid transmission there will be a Zoom link for remote attendance by the Public. Any unvaccinated member of the Public in attendance is required to wear a mask. Anyone manifesting any COVID symptoms is prohibited from attending.

SUTTONS BAY TOWNSHIP ANNUAL TRUTH IN TAXATION AND BUDGET HEARINGS

CALL TO ORDER: PUBLIC HEARING (TRUTH IN TAXATION & BUDGET)

Rich Bahle, Supervisor, called the Suttons Bay Township Annual Truth In Taxation and Budget Hearings to order at 5:15 p.m.

Roll call (Quorum Present)
Present: Rich Bahle, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe, Tom Nixon
Absent: None

There were no comments from the public and from the Board members.
Rich Bahle closed the public hearing (Truth In Taxation and Budget Hearings) at 5:24 pm.

SUTTONS BAY TOWNSHIP BOARD MEETING

CALL TO ORDER: REGULAR TOWNSHIP BOARD MEETING

Rich Bahle, Supervisor, called the Suttons Bay Township Board Meeting to order on Wednesday, March 9, 2022, at 5:25 pm.

Roll call: (Quorum Present)
Present: Rich Bahle, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe, Tom Nixon
Absent: None
Staff Present: Steve Patmore

APPROVAL OF THE AGENDA

Rich Bahle/moved, Sandy VanHuystee/supported, to approve the agenda as amended, adding under New Business, #5 - Resignation of Amy Coleman from the Planning Commission, and #6 - Carpet Estimates In the Ofice, passed.

PUBLIC COMMENT: and communications about items not on the agenda.
Pete Ostrowski - Thanks to Dorothy Petroskey and Sandy VanHuystee for working on the Parks & Rec Bylaws.

REPORTS:

- Treasurer - Had settlement with the County.
- Planning & Zoning - Planning Commission continues to work on zoning ordinance and had a presentation by Nick Nolte of 9 Bean Rows looking to find creative ways to accommodate part-time and full time workers.
- Fire Authority - Held Truth In Taxation Hearing for the 2022-2023 Budget, no public comment. Approved the budget, set special meeting to approve amendments to the 2021-2022 budget for next week. Denied 2% grant request from the Tribe. Sold Engine and Fire Rescue Truck. Looking at August election for operating millage for 4 years.
- Parks & Recreation - Rich Bahle said the Grand Traverse Band Flag is on order. Bill Drozdalski provided a copy of the Park Supervisor's Updates. #4 of the Update - Kristin Wilson, tennis instructor, and McKenzie, pickelball instructor made presentations to the Board.
  AARP has community challenge grant available, to be submitted by March 22, 2022, no matching $ required, Drozdalski wants to apply for the grant. The Board told Drozdalski to apply for the grant. Pete Ostrowski said Bike Leelanau got a 2% grant for the pump track.
- Faciliites - Sample of carpet tile available to look at. Folding door should be completed by next week.

OLD BUSINESS

1. Approval of the Minutes - Previous Meetings
   February 9, 2022 Minutes - ***Sandy VanHuystee/moved to approve the***

February 9, 2022 Minutes, Rich Bahle/supported. Rich Bahle and Sandy VanHuystee withdrew their motion and support for the motion.

Tom Nixon/moved, Rich Bahle/supported to table approval of the February 9, 2022 Minutes to the next meeting and request that Marge Johnson modify the Minutes in a format more appropriate to reflect desires of the Township Board, to have action items as opposed to content of the meeting, passed.

February 24, 2022 Special Meeting Minutes
Rich Bahle/moved, Dorothy Petroskey/supported, to approve the February 24, 2022 Special Meeting Minutes, passed.

2. Payment of the Bills
Rich Bahle/moved, Tom Nixon/supported, to pay the bills in the amount of $29,828.51, passed.

3. Discussion Re: Recreation Committee-Future Direction
Dorothy Petroskey, on behalf of the appointed committee, submitted proposed amendments to the Parks & Recreation Committee Bylaws.
Discussion
- Not comfortable with Bill Drozdalski as voting member.
- Bill Drozdalski is the Supervisor and is responsible to the Township Board.
- Chairman Pete Ostrowski should be the official spokesman for Parks & Rec Committee.
- January 31 each year - budget committee makes recommendations to the township board from Parks & Rec recommendations.
- Listen to Parks & Rec Supervisor recommendations.
- Parks & Rec must follow master plan.

Rich Bahle/moved, Debbie Slocombe/supported, to reconstitute the Parks & Recreation Committee from 7 to 9 members, passed.

Consensus of the Board to request that the appointed committee, given the decision, consider making modificaitons as to what the proposal should be. If the March 24, 2022 deadline doesn't work, put this item on the April 12th Township Board Meeting Agenda.

4. Supervisor's Resignation - Retraction and Effective Date Change April 20th
   Rich Bahle said he is withdrawing his letter of resignation dated February 9, 2022. Effective date of resignation - April 30, 2022. Supervisor's resignation on April agenda.

NEW BUSINESS

1. Budget Adoption - Fiscal Year 2022-2023

Rich Bahle/moved, Dorothy Petroskey/supported, to approve the revenues and expenditures as prepared by the Budget Committee, unchanged, passed.

2. Set Millage Rate

Rich Bahle/moved, Sandy VanHuystee/supported, to set the annual millage rate for Suttons Bay Township the maximum as allowed by the Headlee Rollback. Roll call vote: Yes: Petroskey, Nixon, Slocombe, VanHuystee, Bahle. No: None. Passed.

3. Set Date for "Township Clean-Up/Drop-off Day"/May 21 & site discussion
   Rich Bahle said Township Clean-Up/Drop-off Day will be Saturday, May 21, 2022 at the Road Commission property.

4. Road Commission Project: Report by Supervisor
   Rich Bahle said the new Road Commission Manager, Craig, would like to meet with the Board. Improvements - wedges on S. Shore Dr., Stoney Point. Wedging at Road Commission cost. Not looking at major repairs.

5. Resignation of Amy Coleman from the Planning Commission
   Rich Bahle/moved, Tom Nixon/supported, to accept Amy Coleman's resignation from the Planning Commission, passed.

6. Carpet Estimate -
   Tom Nixon/moved, Sandy VanHuystee/supported, to approve Floor Brokers carpet installation at a cost of $11,904.56, authorizing 50% down, and authorizing Tom Nixon to sign any contracts, passed.

PUBLIC COMMENT
None.

BOARD MEMBER COMMENTS
None.

ADJOURNMENT
The meeting was adjourned at 6:40 p.m.

Minutes by Marge Johnson, Recording Secretary

DRAFT MINUTES

SUTTONS BAY TOWNSHIP
SPECIAL MEETING - MARCH 24, 2022

This meeting is being held face to face at the Suttons Bay Township Office meeting room at 95 W. Fourth Street, Hansen Plaza in Suttons Bay. Due to continuing concerns about Covid transmission there will be a Zoom link for remote attendance by the Public. Any unvaccinated member of the public in attendance is required to wear a mask. Anyone manifesting any Covid symptoms is prohibited from attending.

CALL TO ORDER - SPECIAL MEETING
Rich Bahle, Supervisor, called the Special Meeting of the Suttons Bay Township Board to order on March 24, 2022, at 9 a.m.

ROLL CALL OF BOARD MEMBERS (Quorum Present)
Present: Rich Bahle, Sandy VanHuystee, Dorothy Petroskey, Tom Nixon
Absent and excused: Debbie Slocombe
Staff Present: Steve Patmore

APPROVAL OF AGENDA
Consensus to approve the agenda as presented, passed.

PUBLIC COMMENT
No public comment.

BUDGET ADJUSTMENTS
Sandy VanHuystee submitted revenues and expenditures thru February 2022. The only two adjustments which need
relocations are the ice rink and Board of Review.

Sandy VanHuystee/moved, Dorothy Petroskey/supported, to reallocate $500.00 from the Township Board to the Board of Review, increasing Board of Review to $2,000.00 to cover expenses of $1,948.00, and from Herman Park $11,000.00, $1,000.00 to go to park salary, and $10,000.00 to go to ice rink, passed.

COMMITTEE APPOINTMENTS
No discussion, refer to April Township Board Meeting.

REVIEW PARK BY-LAWS

Dorothy Petroskey said the committee met yesterday and drafted Park By-Laws which are submitted to the Township Board for review. Dorothy Petroskey reviewed the proposed changes to the Park By-Laws. The Park By-Laws will be on the April 13, 2022 Township Board Agenda.

PAY BILLS

Sandy VanHuystee submitted bills of $17,162.53 for approval.
Rich Bahle/moved, Tom Nixon/supported, to pay the bills in the amount of $17,162.53, passed.

DISCUSSION FOR SUPERVISOR APPLICATIONS

Rich Bahle said he had conversations with a couple of people. Bahle recommends that the position of Township Supervisor be advertised.
The Township Board will hold a public meeting to address supervisor applications.

Consensus of the Board to request that Dorothy Petroskey place an advertisement for the position of Township Supervisor on the Township Website, and Sandy VanHuystee place an advertisement for the position of Township Supervisor on the Leelanau Enterprise.

MOVE MAY TOWNSHIP BOARD MEETING DUE TO CARPET INSTALLATION

Tom Nixon said it is not necessary to move the Township Board Meeting as carpet installation will take place on May 16th, 2022.

ANY OTHER BUSINESS THAT MAY COME BEFORE THE BOARD

Tom Nixon said the Board should determine if the ice rink park should be used as is or should it be used as a year around park. The Board needs to offer some guidance to the Parks & Rec Committee on this issue.

ADJOURNMENT

Rich Bahle adjourned the meeting at 9:42 a.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Suttons Bay Township
Unpaid Bills Detail
As of April 13, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Camelot Construction					
Bill	04/13/2022		04/23/2022		2,846.25
Total Camelot Construction					2,846.25
Christy Brow					
Bill	04/01/2022		04/11/2022	2	448.04
Total Christy Brow					448.04
Consumers Energy					
Bill	04/13/2022		04/23/2022		113.96
Bill	04/13/2022		04/23/2022		32.13
Bill	04/13/2022		04/23/2022		38.25
Total Consumers Energy					184.34
Debbie Slocombe					
Bill	04/01/2022		04/11/2022	2	127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	04/01/2022		04/11/2022	2	2,266.44
Bill	04/13/2022		04/23/2022		249.49
Total Dorothy Petroskey					2,515.93
DTE Energy					
Bill	04/13/2022		04/23/2022		152.83
Total DTE Energy					152.83
Federal Tax Deposit					
Bill	04/13/2022		04/23/2022		3,092.00
Total Federal Tax Deposit					3,092.00
Gosling Czubak					
Bill	04/13/2022		04/23/2022		1,039.00
Total Gosling Czubak					1,039.00
Jill Williamson					
Bill	04/13/2022		04/23/2022		62.50
Total Jill Williamson					62.50
Leelanau Enterprise					
Bill	04/13/2022		04/23/2022		270.69
Total Leelanau Enterprise					270.69
Marge Johnson					
Bill	04/13/2022		04/23/2022		221.64
Total Marge Johnson					221.64
Michigan Assessing Service					
Bill	04/13/2022		04/23/2022		3,748.16
Total Michigan Assessing Service					3,748.16
Michigan Township Association					
Bill	04/13/2022		04/23/2022		99.00
Total Michigan Township Association					99.00
Miller Consultations & Elections, Inc.					
Bill	04/13/2022		04/23/2022		88.56
Total Miller Consultations & Elections, Inc.					88.56

Suttons Bay Township
Unpaid Bills Detail
As of April 13, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Moses Window Cleaning					
Bill	04/13/2022		04/23/2022		25.00
Total Moses Window Cleaning					25.00
Netlink					
Bill	04/13/2022		04/23/2022		600.00
Total Netlink					600.00
Richard Bahle					
Bill	04/01/2022		04/11/2022	2	1,181.11
Total Richard Bahle					1,181.11
Sandra Van Huystee					
Bill	04/01/2022		04/11/2022	2	2,166.28
Total Sandra Van Huystee					2,166.28
Spectrum Business					
Bill	04/13/2022		04/23/2022		261.01
Total Spectrum Business					261.01
State of Michigan					
Bill	04/13/2022		04/23/2022		1,135.56
Total State of Michigan					1,135.56
Steven Patmore					
Bill	04/01/2022		04/11/2022	2	2,950.71
Bill	04/13/2022		04/23/2022		184.70
Total Steven Patmore					3,135.41
Team Elmer's					
Bill	04/13/2022		04/23/2022		40.00
Total Team Elmer's					40.00
Tom Nixon					
Bill	04/01/2022		04/11/2022	2	127.45
Total Tom Nixon					127.45
Village of Suttons Bay					
Bill	04/13/2022		04/23/2022		64.53
Total Village of Suttons Bay					64.53
William Drozdalski					
Bill	04/13/2022		04/23/2022		361.92
Total William Drozdalski					361.92
TOTAL					**23,994.66**

SUTTONS BAY TOWNSHIP
Parks and Recreation Committee Bylaws
Adopted: July 14, 2021
with prosed amendments March 24, 2022.

Section 1. Purpose:

The purpose of the Suttons Bay Township Parks and Recreation Committee is to assist the Township Board by proposing park and recreation needs and programs for the residents of the township.

Section 2. Specific Committee Responsibilities:

a. Work with the Parks Supervisor regarding potential development, redevelopment or expansion of both existing or new recreational programs and facilities by planning for short term and long- term parks and recreational needs.

b. Assist in establishing policies, rules, and regulations with which parks and recreational programs may operate.

c. Work with the Parks Supervisor in the development and completion of the five-year "Suttons Bay Township Community Parks, Recreation, and Open Space Plan".

d. Volunteer to provide direct physical assistance (volunteer "helpers" or "workers") with projects, maintenance, repairs and construction of facilities and grounds in all township parks as scheduled by the Parks Supervisor.

e. Conduct community surveys and host public hearings whenever required or appropriate to assist in setting priorities, with grant writing, and recommending plans for expanding park programs and facilities.

f. Committee investigates opportunities for identifying funding alternatives and other resources for the operation, expansion or maintenance of parks and programs.

g. Develop an annual budget to propose to the Township Board no later than January 31 of each year.

h. Assess at all times the safety and security of all parks and recreation facilities.

i. Assist with adjudicating complaints, disputes or other grievances from the public arising out of parks and recreation activities.

j. Serve as township advocates for current township parks and recreation programs while encouraging usage and support.

k. Review and evaluate the Bylaws annually or as needed.

l. Perform other duties and responsibilities as requested by the Township Supervisor and/or the Township Board.

m. Committee proposals are presented to the Township Board for approval through the Chairperson's monthly report. It is then up to the Park Supervisor to then implement the proposals approved by the **Township** Board.

Section 3. Membership:

a. The committee is composed of up to seven (7) residents of the township approved by the Township Board. In addition to the seven (7) residents up to four (4) ad-hoc non-voting residents or non-resident persons may also be included on the committee whenever the committee deems their attendance would be helpful and/or appropriate.

b. Each Board appointed committee member serves at the pleasure of the Township Board for a period of three (3) years. Members may be reappointed for additional terms by the Township Board.

c. No individual committee member may act in an official capacity except through the decisions and actions of the entire committee.

d. Any member who is absent for four (4) consecutive meetings may be removed **by the Township Board** from the committee unless the absence is due to personal illness, personal injury or a family emergency. The committee member must notify the Chairperson ~~or Parks Supervisor~~ at least twenty-four (24) hours before the next meeting in order to have an Excused Absence. Three (3) Unexcused Absences will result in removal from the committee.

e. The township's Parks Supervisor reports directly to the Township Board. The Parks Supervisor shall attend committee meetings unless otherwise excused.

Section 4. Officers and Duties:

a. Annually at the first meeting in January the committee will elect from its membership a Chairperson, Vice-Chairperson, and Secretary.

b. Chairperson: Presides over all meetings and appoints committee members to sub-committees as necessary and may schedule Special Meetings whenever necessary. The Chairperson is the official representative on the committee that reports to the Township Board regarding committee business.

c. Vice-Chairperson: Shall act in the absence of the Chairperson.

d. Secretary: Shall act in the absence of the Chairperson and Vice-Chairperson. Will record Minutes of each committee meeting and forward a draft copy to the committee members, Township Board, and Parks Supervisor no later than eight (8) days following the meeting pursuant to the Open Meetings Act. The Secretary is responsible for keeping all attendance records of committee members as noted

in the Minutes. The secretary, in the minutes, will highlight any significant issues and proposals for adoption by the Board.

Section 5. Meetings:

a. The regular meetings of the Parks and Recreation Committee will be held according to the committee's established and approved yearly schedule. Following final approval by the committee of their Meeting Schedule it will be published and posted under requirements set forth within the Open Meetings Act.

b. All meetings will require a quorum of eligible voting members in attendance in order to conduct business and make decisions. Meetings held with less than a quorum will be discussion sessions only where no votes will be taken.

c. Meetings will be conducted under generally accepted Parliamentary rules as described in Robert's Rules of Order.

Section 6. Compensation:

Appointed members of the committee will be compensated for their service as approved by the township Board.

Richard Bahle
1448 NW Bay Shore Dr
Suttons Bay, MI
49682

March 9, 2022

RE: Withdrawal / Resignation Letter of Feb 9th, 2022

To the Board;

It has come to my attention that the timing of my Resignation would necessitate any successor standing for election in the August Primary. I therefore withdraw my resignation submitted on February 9th.

With this letter I hereby resign effective April 30th, 2022. This date removes the legal requirement that anyone named would need to run for election until the end of my current term.

Respectfully submitted,

Rich Bahle

Richard Bahle
1448 NW Bay Shore Dr
Suttons Bay, MI
49682

February 9, 2022

RE: Retirement from current Supervisor position / Suttons Bay Township

To the Board;

With deep regret I hereby resign my current Supervisor position effective March 31, 2022.

Respectfully submitted,

Rich Bahle

Suttons Bay Township Assessing Department, P O Box 457, Suttons Bay, Mi. 49682 Ph. 231-271-2722, Fx. 231-271-2773

Memo

Thursday, March 24, 2022

Re: Questionable March Board of Review Actions

Suttons Bay Township Board Members,

There are multiple actions implemented by the 2022 March Board of Review that I believe may be in violation of existing Michigan Compiled Law (MCL). The March Board of Review members voted unanimously to make the changes in question.

011-002-000-00
2022 March Board of Review, granted an incorrect Class to the property, 102.
102 signifies that the parcel is a vacant agricultural parcel. This parcel is not vacant and as of July 2018 has not met the 50.01% requirement to be considered active agriculture. The parcel has been classed residential since 2019. There is a large barn that is currently being rehabbed into an events center/wedding venue per a 2021 Leelanau County Building Permit. There was also a large residential structure added to the parcel during the 2021 tax year. It is my opinion that the Class should be 201, or commercial improved. At the time of sale, the large barn was used as vehicle & boat storage, this is not considered an agricultural use.
The Board of Review also reinstated the capped value of the parcel due to ag use. The MCL requires that in order for a new owner to claim the exemption from uncapping due to agricultural use, that the parcel be in active agricultural use at the time of sale. The parcel was not and had not been for a number or years (since 07/2018). Also, the form required by law to be filed with the Leelanau County Register of Deeds and the Township Assessor, was not filed (form 3676). Property owner is aware that this is a requirement as they successfully filed the document for 011-003-001-00.

011-003-001-00
2022 March Board of Review, reinstated 100% exemption from uncapping against MCL. Only the percentage of the parcel that is in active agricultural use at the time of sale is exempt from uncapping. The parcel was uncapped 70% by the Assessor according to MCL for the 2022 tax year.

The Board may want to discuss this matter with the Township Attorney. The Township allowing the Board of Review members to disregard Michigan Compiled Law may result in future litigation.

Please advise this department as to how the Township Board would like the Assessor to proceed, ie: appeal MBOR actions to MTT, etc. The deadline for appeal to the Michigan Tax Tribunal is July 31st.

Christy M. Brow, MAAO
President, Michigan Assessing Service, Inc.
E-mail: Michiganassessing@hotmail.com
Ph.: 231-227-1095
Fx.: 231-227-1109

Michigan Department of Treasury
618 (Rev. 11-12)

17 - 2022

Petition to Board of Review

L-4035

This form is issued under the authority of P.A. 206 of 1893, as amended. Filing is voluntary, however you may not appeal to the Michigan Tax Tribunal or the State Tax Commission unless you first protest to the Board of Review.

TO BE COMPLETED BY OWNER OR OWNER'S AGENT

Owner's Name (Please Print or Type)	Petitioner's Name (If Other than Owner. Please Print or Type)
GLENN M AND PATRICIA L BARNES	
Township or City	**County**
SUTTONS BAY TWP	LEELANAU

The undersigned protests the assessed value and/or the tentative taxable value and/or the property classification and/or the qualified agricultural property exemption of the following described property:

Property Identified (Parcel code required. Property address & legal description optional)
011-002-000-00
80 acre parcel

Protested Item [x] Assessed Value [x] Tentative Taxable Value [x] Classification [x] Qualified Agricultural Property Exemption

1. PROTEST OF ASSESSMENT

(Complete this section for a protest of assessed value and/or tentative taxable value)

Assessed Amount	Owner's Estimate of True Cash Value	Tentative Taxable Value	Year

2. PROTEST OF CLASSIFICATION

(Complete this section for a request to change the classification. The Board of Review must make their decision regarding classification in accordance with Section 211.34c of the Michigan Compiled Laws. The Board of Review shall not be influenced by the effect that a particular classification has on that property's status as a homeowner's principal residence or qualified agricultural property.)

Classification of property on this year's assessment roll
2021 - residential, 2022 proposed - commercial

Classification should be (check one of the following):

[X] Agricultural [ ] Industrial [ ] Timber Cutover [ ] Utility (Personal Property Only)
[ ] Commercial [ ] Residential [ ] Developmental

3. PROTEST OF EXEMPTION FOR QUALIFIED AGRICULTURAL PROPERTY

(If the assessor has denied or changed the percentage of the exemption from the 18 mills of local school operating tax for qualified agricultural property, the owner may appeal this action to the March Board of Review. THE BOARD OF REVIEW HAS NO AUTHORITY TO CONSIDER OR ACT UPON THE EXEMPTION FROM THE 18 SCHOOL OPERATING MILLS FOR HOMEOWNER'S PRINCIPAL RESIDENCE PROPERTIES.)

Percent qualified agricultural exemption granted by assessor (Enter 0 if exemption denied)	Percent qualified agricultural exemption requested by owner (Enter 100 if full exemption requested)

4. REASON FOR PROTEST

State reason(s) for protest of assessed value and/or the tentative taxable value and/or classification and/or qualified agricultural property exemption

CERTIFICATION

Signature	Date
Address	Phone Number

FOR BOARD OF REVIEW USE ONLY

INSTRUCTIONS: Incorporate a copy of this form and the assigned number in the Board of Review minutes.

Petition Number	Parcel Code
17-2022	

1. ASSESSED VALUE

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Denied ☒ Assessed Value Changed From 352940 to 297270

Record of vote - Board or three member committee of board

Chairperson: ☒ Yes ☐ No Initials | Member: ☒ Yes ☐ No RJW Initials | Member: ☒ Yes ☐ No Initials

Reason for board action

Increase reflects work done on barn + rural land values

If you disagree with the decision of the Board of Review regarding tentative assessed value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

2. TENTATIVE TAXABLE VALUE

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Denied ☒ Tentative Taxable Value Changed From 352940 to 83026

Record of vote - Board or three member committee of board

Chairperson: ☒ Yes ☐ No Initials | Member: ☒ Yes ☐ No RJW Initials | Member: ☒ Yes ☐ No Initials

Reason for board action

Property is ag and should not have been uncapped

If you disagree with the decision of the Board of Review regarding tentative taxable value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

3. CLASSIFICATION

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Denied ☒ Classification Changed From 201 to 102

Record of vote - Board or three member committee of board

Chairperson: ☒ Yes ☐ No Initials | Member: ☒ Yes ☐ No RJW Initials | Member: ☒ Yes ☐ No Initials

Reason for board action

Parcel is ag use, not commercial as of tax day.

If you disagree with the decision of the Board of Review regarding classification, you may appeal by sending Form 2167 to the State Tax Commission at P.O. Box 30471, Lansing, MI 48909 by June 30.

4. QUALIFIED AGRICULTURAL PROPERTY EXEMPTION

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Exemption Request Denied ☐ Exemption percent modified from ____% to ____%

Record of vote - Board or three member committee of board

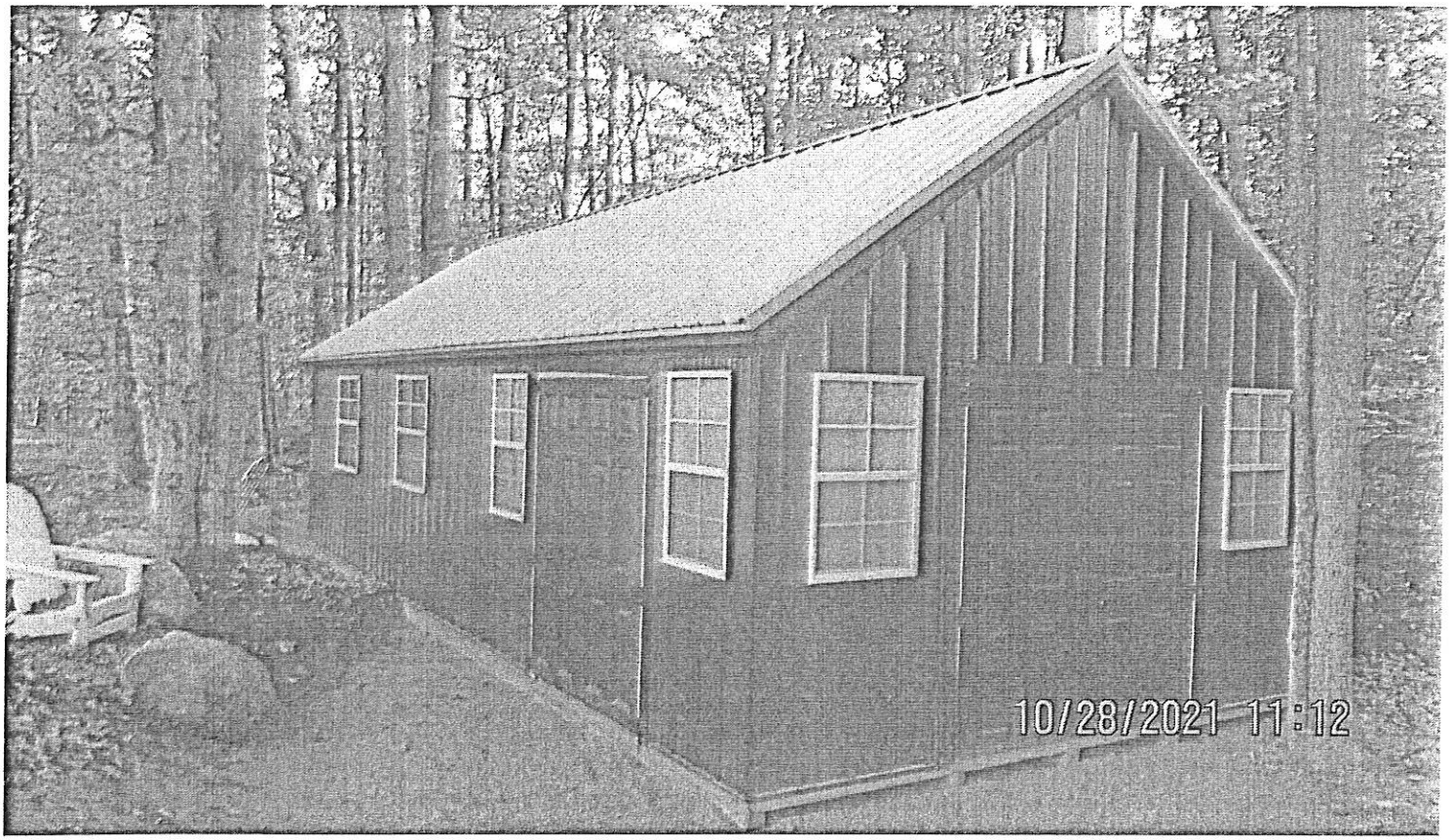
Chairperson: ☐ Yes ☐ No Initials | Member: ☐ Yes ☐ No Initials | Member: ☐ Yes ☐ No Initials

Reason for board action

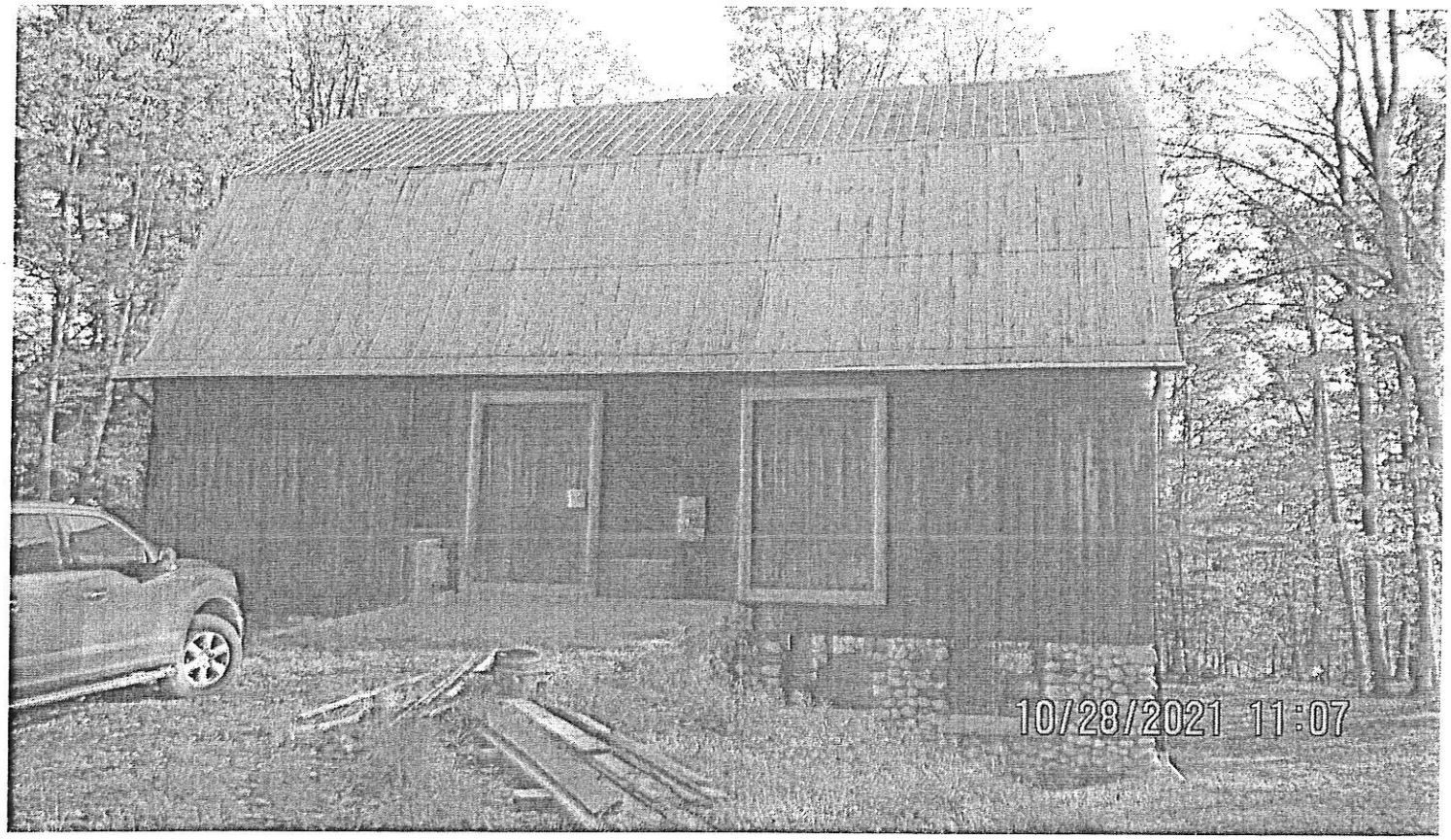
If you disagree with the decision of the Board of Review regarding tentative taxable value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909 by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

5. ADJOURNMENT

Date of Final adjournment of Board of Review	
3.17.22	
Board of Review Secretary Signature	Date
[signature]	



011-002-000-00 3300 N PUTNAM RD NEW RES STRUCTURE


10/28/2021 11:07

Expires: 04/11/22

LOCATION	OWNER
3300 N PUTNUM RD 011-002-000-00	BARNES GLENN M & PATRICIA L 6615 N OMIGISI BEACH RD NORTHPORT MI 49670 (248) 761 7013

APPROVED PLANS MUST BE RETAINED ON JOB AND THIS CARD KEPT POSTED UNTIL FINAL INSPECTION HAS BEEN MADE. WHERE A CERTIFICATE OF OCCUPANCY IS REQUIRED, SUCH BUILDING SHALL NOT BE OCCUPIED UNTIL FINAL INSPECTION HAS BEEN APPROVED. ALL PERMITS VALID FOR ONE (1) YEAR. 24 HOURS NOTICE REQUIRED FOR INSPECTION. YOU MUST REQUEST INSPECTION.

CONTRACTOR

Commercial, Add/Alter/Repair

Commercial Alteration - CHANGE OF USE: convert existing agricultural barn into event barn. Lower level bathrooms, food prep and wedding suite with storage space 2376 sq.ft., main floor gathering area with unisex bathroom 2410 sq.ft., rear balcony with stairs to below 130 sq.ft. and mezzanine 822 sq.ft. Total 5738 sq.ft., "A-3" Use, "VB" Construction Type and "160" Total Occupant Load per Suttons Bay Township Special Land Use Permit. Maximum of 30 occupants for lower level and 40 for mezzanine

APPROVED: Amber Urban

POST THIS CARD SO IT IS VISIBLE FROM THE STREET

Building footings/foundation, Commercial Electrical, Mechanical, Plumbing Inspection Rec

10/28/2021 10:53

Footings/Foundation/ Interior inspection results

Some sun flowers planted

011-002-000-00 3300 N PUTNAM RD 10/28/2021_1

Michigan Department of Treasury
3676 (Rev. 12-18)

This form is issued under authority of P.A. 260 of 2000 and P.A. 378 of 2006. Filing is mandatory.

Affidavit Attesting Qualified Agricultural Property Shall Remain Qualified Agricultural Property

1. Street Address of Property	2. Name of County
3. City/Township/Village Where Real Estate is Located	☐ City ☐ Township ☐ Village
4. Name of Property Owner(s) (Print or Type Legibly)	5. Property ID Number (from Tax Bill or Assessment Notice)
6. Legal Description (Legal description is required; attach additional sheets if necessary)	7. Percentage of this property that is, and will remain Qualified Agricultural Property (Do Not Include Qualified Forest Program Property) %
8. Daytime Telephone Number / 9. E-mail Address	Partial transfer under MCL 211.27a(6)(K)? See Page 2 ☐ Yes ☐ No

CERTIFICATION & NOTARIZATION (Notarization necessary for recording with Register of Deeds)

I certify that the information above is true and complete to the best of my knowledge. I further certify that the property noted on this affidavit currently is, and will remain, qualified agricultural property. Must be signed by owner, partner, corporate officer, or a duly authorized agent.

Dated: _____ , 20_____ Signed _____

Name (Printed or Type) _____

Title _____

Dated: _____ , 20_____ Signed _____

Name (Printed or Type) _____

Title _____

STATE OF MICHIGAN)

) ss.

COUNTY OF _____)

On this _____ day of _____, 20_____, the above-named person(s) _____ _____,each personally appeared before me. Each acknowledged that the persons' execution of this affidavit was that person's free act and deed and affirmed that the contents of this affidavit are true to the best of that person's information, knowledge and belief.

_____

PRINT/TYPE NAME: _____

NOTARY PUBLIC, _____ County, Michigan

Acting in _____County

(NOTARY SEAL)

My commission expires: _____

Drafter's Name _____

Drafter's Address _____

FOR LOCAL GOVERNMENT USE ONLY AFTER THE INSTRUMENT IS RECORDED WITH THE REGISTER OF DEEDS

Is the percentage stated above in number 7 the current percentage of the property that is Qualified Agricultural Property? ☐ Yes ☐ No

If NO, what is the correct percentage of the property that is currently Qualified Agricultural Property? _____

Assessor's Signature	Date

Instructions: Form 3676, Affidavit Attesting that Qualified Agricultural Property Shall Remain Qualified Agricultural Property

This form must be filed to claim that a transfer of property is not a statutory transfer of ownership because the property will continue to be qualified agricultural property. This form must be filed with the register of deeds for the county in which the qualified agricultural property is located and then with the assessor of the local tax collecting unit where this property is located. This affidavit must be signed by the owner(s), by a duly authorized partner or corporate officer, or by a duly authorized agent. All individual owners must sign if the property is not titled in the name of a corporation, limited liability company, partnership or trust, unless the signer executes this affidavit as attorney in fact for the owners who do not sign, pursuant to a duly executed power of attorney. If there are more than two owners, additional duplicate affidavits should be completed for the remaining owners.

EXCERPTS FROM MICHIGAN COMPILED LAWS (MCL)

Section 211.7dd. (d)

" 'Qualified agricultural property' means unoccupied property and related buildings classified as agricultural, or other unoccupied property and related buildings located on that property devoted primarily to agricultural use...Related buildings include a residence occupied by a person employed in or actively involved in the agricultural use and who has not claimed a principle residence exemption on other property. Property used for commercial storage, commercial processing, commercial distribution, commercial marketing, or commercial shipping operations or other commercial or industrial purposes is not qualified agricultural property. A parcel of property is devoted primarily to agricultural use only if more than 50% of the parcel's acreage is devoted to agricultural use. An owner shall not receive an exemption for that portion of the total state equalized valuation of the property that is used for a commercial or industrial purpose or that is a residence that is not a related building."

Section 211.27a. (3)

"Upon a transfer of ownership of property after 1994, the property's taxable value for the calendar year following the year of the transfer is the property's state equalized valuation for the calendar year following the transfer."

Section 211.27a. (6)

"...'[T]ransfer of ownership' means the conveyance of title to or a present interest in property, including the beneficial use of the property, the value of which is substantially equal to the value of the fee interest."

Section 211.27a. (6)(k)

Notwithstanding the provisions of section 7ee(5), at the request of a property owner, an assessor's establishment of a separate tax parcel for a portion of a parcel that ceases to be qualified agricultural property but is not subject to a land division under the land division act, 1967 PA 288, MCL 560.101 to 560.293, or any local ordinance. For purposes of this subdivision, a transfer of ownership occurs only as to that portion of the parcel established as a separate tax parcel and only that portion shall have its taxable value adjusted under subsection (3) and shall be subject to the recapture tax provided for under the agricultural property recapture act, 2000 PA 261, MCL 211.1001 to 211.1007. The adjustment under subsection (3) shall be made as of the December 31 in the year that the portion of the parcel established as a separate tax parcel ceases to be qualified agricultural property. A portion of a parcel subject to this subdivision is considered a separate tax parcel only for those purposes described in this subdivision.

Note: A request to establish a separate parcel in accordance to MCL 211.27a(6)(k) must be made in writing to the local unit assessor where the qualified agricultural property is located prior to submitting Form 3676, *Affidavit Attesting that Qualified Agricultural Property Shall Remain Qualified Agricultural Property.*

Section 211.27a. (7)(o)

"Transfer of ownership" does not include the following: "A transfer of qualified agricultural property, if the person to whom the qualified agricultural property is transferred files an affidavit with the assessor of the local tax collecting unit in which the qualified agricultural property is located and with the register of deeds for the county in which the qualified agricultural property is located attesting that the qualified agricultural property shall remain qualified agricultural property... An owner of qualified agricultural property shall inform a prospective buyer of that qualified agricultural property that the qualified agricultural property is subject to the recapture tax provided in the agricultural property recapture act...if the qualified agricultural property is converted by a change in use. If property ceases to be qualified agricultural property at any time after being transferred, all of the following shall occur:

(i) The taxable value of that property shall be adjusted under subsection (3) as of the December 31 in the year that the property ceases to be qualified agricultural property.

(ii) The property is subject to the recapture tax provided for under the agricultural property recapture act."

Leelanau Parcel Viewer

large barn

3/24/2022, 12:00:18 PM

1:9,028

0 0.05 0.1 0.2 mi

0 0.07 0.15 0.3 km

Override 1

Roads

Municipalities

Sections

Subdivisions & Condos

Government Lots

Tax Parcels

2nd residential structure

This map is prepared by Leelanau County for reference purposes only. Leelanau County is not liable for any errors that may be found in this map.

16-2022

Michigan Department of Treasury
618 (Rev. 11-12)

Petition to Board of Review

L-4035

This form is issued under the authority of P.A. 206 of 1893, as amended. Filing is voluntary, however you may not appeal to the Michigan Tax Tribunal or the State Tax Commission unless you first protest to the Board of Review.

TO BE COMPLETED BY OWNER OR OWNER'S AGENT

Owner's Name (Please Print or Type)	Petitioner's Name (If Other than Owner. Please Print or Type)
GLENN M AND PATRICIA L BARNES	
Township or City	**County**
SUTTONS BAY	LEELANAU

The undersigned protests the assessed value and/or the tentative taxable value and/or the property classification and/or the qualified agricultural property exemption of the following described property:

Property Identified (Parcel code required. Property address & legal description optional)
011-003-001-00
60 acre

Protested Item [x] Assessed Value [x] Tentative Taxable Value [x] Classification [ ] Qualified Agricultural Property Exemption

1. PROTEST OF ASSESSMENT

(Complete this section for a protest of assessed value and/or tentative taxable value)

Assessed Amount	Owner's Estimate of True Cash Value	Tentative Taxable Value	Year

2. PROTEST OF CLASSIFICATION

(Complete this section for a request to change the classification. The Board of Review must make their decision regarding classification in accordance with Section 211.34c of the Michigan Compiled Laws. The Board of Review shall not be influenced by the effect that a particular classification has on that property's status as a homeowner's principal residence or qualified agricultural property.)

Classification of property on this year's assessment roll

Classification should be (check one of the following):

[ ] Agricultural [ ] Industrial [ ] Timber Cutover [ ] Utility (Personal Property Only)
[ ] Commercial [ ] Residential [ ] Developmental

3. PROTEST OF EXEMPTION FOR QUALIFIED AGRICULTURAL PROPERTY

(If the assessor has denied or changed the percentage of the exemption from the 18 mills of local school operating tax for qualified agricultural property, the owner may appeal this action to the March Board of Review. THE BOARD OF REVIEW HAS NO AUTHORITY TO CONSIDER OR ACT UPON THE EXEMPTION FROM THE 18 SCHOOL OPERATING MILLS FOR HOMEOWNER'S PRINCIPAL RESIDENCE PROPERTIES.)

Percent qualified agricultural exemption granted by assessor (Enter 0 if exemption denied)	Percent qualified agricultural exemption requested by owner (Enter 100 if full exemption requested)

4. REASON FOR PROTEST

State reason(s) for protest of assessed value and/or the tentative taxable value and/or classification and/or qualified agricultural property exemption

CERTIFICATION

Signature	Date
Address	Phone Number

FOR BOARD OF REVIEW USE ONLY

INSTRUCTIONS: Incorporate a copy of this form and the assigned number in the Board of Review minutes.

Petition Number	Parcel Code
16-2022	

1. ASSESSED VALUE

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☒ Denied ☐ Assessed Value Changed From _____ to _____

Record of vote - Board or three member committee of board

Chairperson: ☒ Yes ☒ No Initials Member: ☐ Yes ☐ No Initials Member: ☐ Yes ☒ No Initials

Reason for board action

Assessment reflects correct values

If you disagree with the decision of the Board of Review regarding tentative assessed value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

2. TENTATIVE TAXABLE VALUE

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Denied ☒ Tentative Taxable Value Changed From 142980 to 57650

Record of vote - Board or three member committee of board

Chairperson: ☒ Yes ☐ No Initials Member: ☒ Yes ☐ No RJW Initials Member: ☒ Yes ☐ No Initials

Reason for board action

Parcel should not have been uncapped

If you disagree with the decision of the Board of Review regarding tentative taxable value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909. Commercial Real, Industrial Real, Developmental Real, Commercial Personal, Industrial Personal and Utility Personal Property may be appealed by May 31. Agricultural Real, Residential Real, Timber-Cutover Real and Agricultural Personal Property may be appealed by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

3. CLASSIFICATION

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☒ Denied ☐ Classification Changed From _____ to _____

Record of vote - Board or three member committee of board

Chairperson: ☐ Yes ☒ No Initials Member: ☐ Yes ☒ No RJW Initials Member: ☐ Yes ☒ No Initials

Reason for board action

Correct as classification

If you disagree with the decision of the Board of Review regarding classification, you may appeal by sending Form 2167 to the State Tax Commission at P.O. Box 30471, Lansing, MI 48909 by June 30.

4. QUALIFIED AGRICULTURAL PROPERTY EXEMPTION

Disposition by Board of Review. The Board of Review must state the reason for its action below.

☐ Exemption Request Denied ☐ Exemption percent modified from _____% to _____%

Record of vote - Board or three member committee of board

Chairperson: ☐ Yes ☐ No Initials Member: ☐ Yes ☐ No Initials Member: ☐ Yes ☐ No Initials

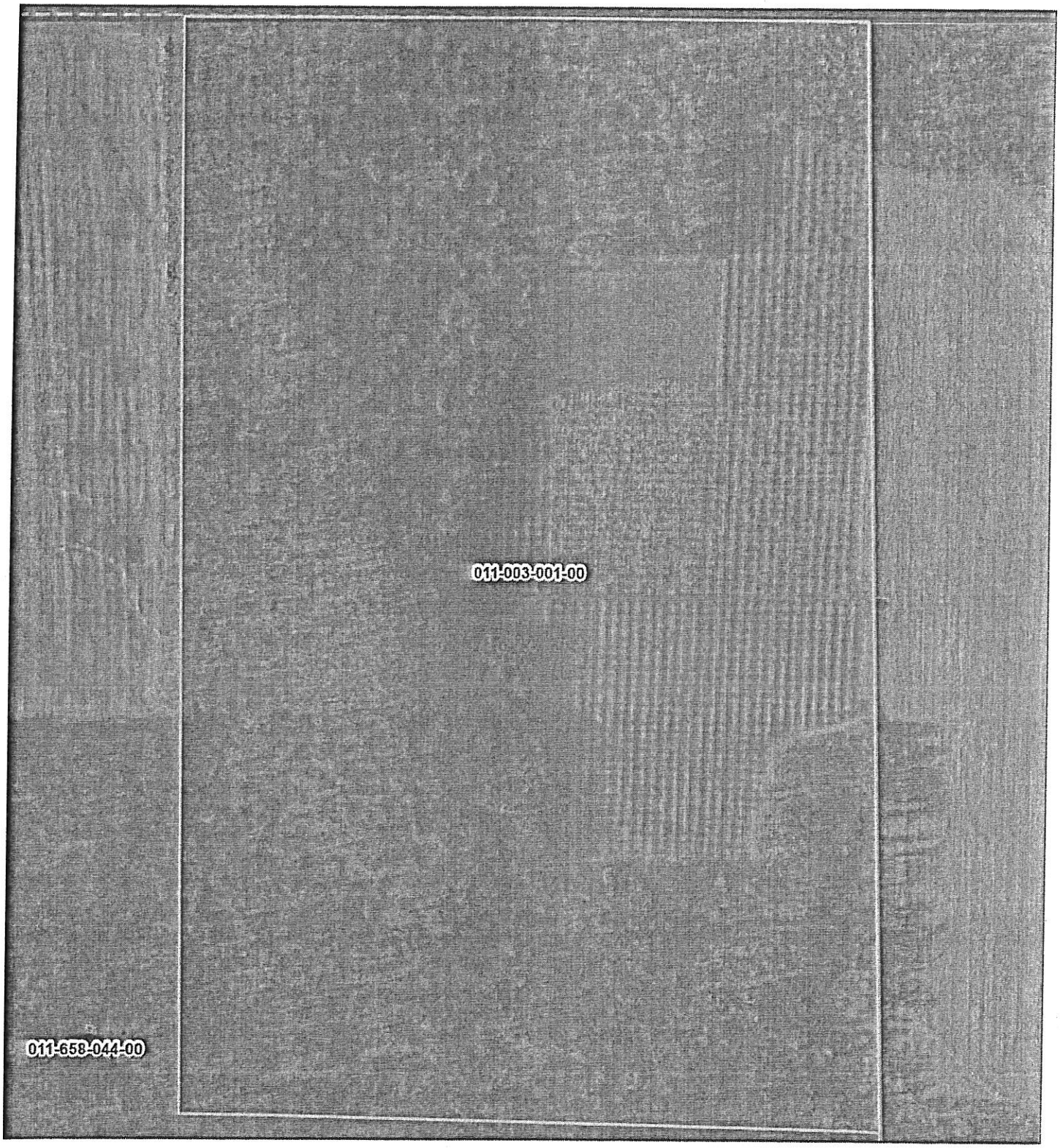
Reason for board action

If you disagree with the decision of the Board of Review regarding tentative taxable value, you may appeal that decision by filing a petition with the Michigan Tax Tribunal at P.O. Box 30232, Lansing, MI 48909 by July 31. The petition must be filed on a Michigan Tax Tribunal form or a form approved by the Michigan Tax Tribunal. Michigan Tax Tribunal forms are available at www.michigan.gov/taxtrib.

5. ADJOURNMENT

Date of Final adjournment of Board of Review	
3.17.22	
Board of Review Secretary Signature	Date
Richard Baker	

Leelanau Parcel Viewer



3/24/2022, 12:04:26 PM

1:4,514

0 0.03 0.05 0.1 mi

0 0.04 0.09 0.17 km

Municipalities

Sections

Tax Parcels

This map is prepared by Leelanau County for reference purposes only. Leelanau County is not liable for any errors that may be found in this map.

DOCUMENT NO. 2021001810
Total Pages: 3
03/03/2021 02:11 PM Fees: $30.00
JENNIFER L. GRANT, Register of Deeds
Leelanau County, MI

Received In Leelanau
03/03/2021 02:06:00 PM

For Official Assessing Use Only

Michigan Department of Treasury
3576 (Rev. 12-16)

This form is issued under authority of P.A. 260 of 2000 and P.A. 378 of 2006. Filing is mandatory.

Affidavit Attesting Qualified Agricultural Property Shall Remain Qualified Agricultural Property

1. Street Address of Property 3941 N West-Bay Shore Dr, Suttons Bay, MI 49682, N West-Bay Shore Dr, Suttons Bay, MI	2. Name of County Leelanau
3. City/Township/Village Where Real Estate Is Located Suttons Bay ☐ City ☒ Township ☐ Village	
4. Name of Property Owner(s) (Print or Type Legibly) Glenn M. Barnes and Patricia L. Barnes	5. Property ID Number (from Tax Bill or Assessment Notice) 45-011-003-001-00
6. Legal Description (Legal description is required; attach additional sheets if necessary) 3941 N West-Bay Shore Dr, Suttons Bay, MI. County: Leelanau (SEE EXHIBIT A)	7. Percentage of this property that is, and will remain Qualified Agricultural Property (Do Not Include Qualified Forest Program Property) 100%
8. Daytime Telephone Number 231 256 1006	9. E-mail Address pete@petemillerlaw.com
Partial transfer under MCL 211.27a(6)(K)? See Page 2 ☐ Yes ☒ No	

18.4 AC
active
59.85
AC

CERTIFICATION & NOTARIZATION (Notarization necessary for recording with Register of Deeds)
I certify that the information above is true and complete to the best of my knowledge. I further certify that the property notes on this affidavit currently is, and will remain, qualified agricultural property. Must be signed by owner, partner, corporate officer, or a duly authorized agent.

Dated: FEBRUARY 16, 2021 Signed Glenn M Barnes
Name (Printed or Type) GLENN M. BARNES
Title

Dated: FEBRUARY 16, 2021 Signed Patricia L. Barnes
Name (Printed or Type) Patricia L. Barnes
Title

30%

STATE OF MICHIGAN)
) ss.
COUNTY OF LEELANAU)

On this 16TH day of FEBRUARY, 2021, the above-named person(s) GLENN M. BARNES + PATRICIA L. BARNES each personally appeared before me. Each acknowledged that the persons' execution of this affidavit was that person's free act and deed and affirmed that the contents of this affidavit are true to the best of that person's information, knowledge and belief.

PRINT/TYPE NAME: J PETER MILLER
NOTARY PUBLIC, LEELANAU County, Michigan
Acting in LEELANAU, County
My commission expires: 11-24-2021

(NOTARY SEAL)

Drafter's Name J PETER MILLER
Drafter's Address PO BOX 205 LELAND MI 49654

FOR LOCAL GOVERNMENT USE ONLY AFTER THE INSTRUMENT IS RECORDED WITH THE REGISTER OF DEEDS

Is the percentage stated above in number 7 the current percentage of the property that is Qualified Agricultural Property? ☐ Yes ☒ No
If NO, what is the correct percentage of the property that is currently Qualified Agricultural Property? 30%

Assessor's Signature Christy M. Brow Date 4/9/21