

SUTTONS BAY TOWNSHIP
NOTICE OF PUBLIC MEETING:

The Host will email directions and an invitation.

PRELIMINARY AGENDA

The regular meeting of the Suttons Bay Township Board is hereby called for 5:15 PM Wednesday, July 8, 2020. Due to current isolation guidelines the Meeting will be via Zoom.

CALL TO ORDER: REGULAR MEETING

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
2. Payment of the Bills
3. Michigan Assessing: Contract renewal

NEW BUSINESS:

1. Stipend for Clerk due to expanded responsibilities due to the Corona outbreak
- 2.

PUBLIC COMMENT:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

DRAFT MINUTES

**SUTTONS BAY TOWNSHIP
REGULAR MEETING – JUNE 10, 2020**

Due to current isolation guidelines the June meeting will be via Zoom. The Host will e-mail directions and an invitation.

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., June 10, 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, Eric Carlson, Bill Drozdalski, Susan Odom

APPROVAL OF THE AGENDA

Rich Bahle/moved, Sandra VanHuystee/supported, to approve the amended agenda, adding under New Business, #3 – Library Board Appointment – Suzanne Albrecht; #4 – Zoning Administrator’s Contract; #5 – Annual Contract with Netlink, PASSED.

PUBLIC COMMENT

None.

REPORTS:

- **Treasurer** - No report.
- **Planning and Zoning** – Tom Nixon said the Planning Commission met last week. There are issues of concern that will be addressed with Steve Patmore. Tom Nixon will report back to the Township Board.
- **Fire Authority** – June 9 Mtg - Harry Wiberg resigned. Tom Llamon appointed as Fire Board Member-At-Large. Board Officers for 2020-2021 – President – Rich Bahle, Tom Llamon, Vice President; Mike Hill, Secretary, and Sandra Grant, Treasurer. Hired new employee who was previously employed with Leland Township. Captain will be out, having surgery. Lieutenant retiring in December. Authorized the Chief of the Department to purchase a truck for personal-occupation use. Performed budget analysis – cost of new engine \$500,000.00. Approved Chief’s Contract.

- Parks & Recreation - Parks & Rec met last week at Herman Park. Bill Drozdalski said there is a tentative meeting with Gosling Czubak and Elmer's to talk about timing for working on the pickleball courts. Installation of irrigation will be installed for the gardens.
- Facilities - No report.

OLD BUSINESS

1. Approval of the Minutes - April 8, 2020

Rich Bahle/moved, Debbie Slocombe/supported, to approve the April 8, 2020 Minutes, PASSED.

2. Payment of the Bills

Sandy VanHuystee/moved, Cathy Hartesvelt/supported, to approve payment of the bills in the amount of \$37,312.52, PASSED.

NEW BUSINESS

1. Interlocal Agreement with County to allow a "Household Charge for Recycling" on The November 3, 2020 Ball

County of Leelanau requests that Suttons Bay Township agree to participate in the Interlocal Agreement and authorize an election in Suttons Bay Township on November 3, 2020 to allow a "Household Charge for Recycling" on the ballot.

Rich Bahle/moved, Tom Nixon/supported, to authorize Rich Bahle to sign the Interlocal Agreement with County of Leelanau to allow a "Household Charge for Recycling" on the November 3, 2020 Ballot, PASSED.

2. Michigan Assessing: Contract Renewal

Rich Bahle submitted the Contract with Michigan Assessing. The Contract is for three (3) years, first year \$50,275.00 with no increase, second and third year will be increase by the cost of living increase in conjunction with the Consumer Price Index and will not exceed 5% per year or per parcel basis.

Rich Bahle/moved, Sandy VanHuystee/supported, to approve the three (3) Contract with Michigan Assessing and authorize Rich Bahle to sign the Contract. Discussion - Cathy Hartesvelt – there should be an exit clause in the Contract. PASSED.

3. Library Board Appointment – Suzanne Albrecht

Rich Bahle said the Library Board recommends that Suzanne Albrecht be appointed to the Library Board for a four year term.

Rich Bahle/moved, Sandy VanHuystee/supported, to appoint Suzanne Albrecht to the Library Board for a four (4) year term, from February 1, 2020 to January 31, 2024, PASSED.

4. Contract with Bingham Township to Provide Zoning Administrator Services

Rich Bahle submitted a Contract with Bingham Township to Provide Zoning Services. The Contract is for Steve Patmore, Zoning Administrator. Last year's salary for Steve Patmore was \$19,240.00. The Contract for this year is \$19,680.00, which includes an increase of \$480.00.

Rich Bahle/moved, Sandy VanHuystee/supported, to authorize Rich Bahle to sign the Contract with Bingham Township to Provide Zoning Administrator Services, PASSED.

5. Annual Contract with Netlink

Rich Bahle submitted a Contract with Netlink for the copy machine which is \$407.00 a year.

Rich Bahle/moved, Sandy VanHuystee/supported, to authorize Sandy VanHuystee to sign a Contract with Netlink for the copy machine for \$407.00, PASSED.

PUBLIC COMMENT

Susan Odom said the Planning Commission will be holding a public hearing at its July Meeting. A zoom meeting is not planned for that date because the Planning Commission needs a room that will hold 20 people.

Rich Bahle said the Executive Order for zoom meetings will end on June 30, 2020. He said he will work on finding an alternate location for the July Planning Commission Meeting.

BOARD MEMBER COMMENTS –

Debbie Slocombe said she extends her deepest sympathy to the Hartesvelt Family.

ADJOURNMENT

The meeting was adjourned at 5:43 pm

**Minutes by Marge Johnson, Recording Secretary
Sandra VanHuystee, Clerk**

Suttons Bay Township
Unpaid Bills Detail
As of July 24, 2020

Type	Date	Num	Due Date	Aging	Open Balance
American Waste					
Bill	07/08/2020		07/18/2020	6	135.00
Total American Waste					135.00
Catherine Hartesvelt					
Bill	07/01/2020		07/11/2020	13	1,760.74
Total Catherine Hartesvelt					1,760.74
Christy Brow					
Bill	07/01/2020		07/11/2020	13	444.67
Total Christy Brow					444.67
Debbie Slocombe					
Bill	07/01/2020		07/11/2020	13	127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	07/08/2020		07/18/2020	6	1,255.34
Total Dorothy Petroskey					1,255.34
DTE Energy					
Bill	07/08/2020		07/18/2020	6	48.29
Total DTE Energy					48.29
ElectionSource					
Bill	07/08/2020		07/18/2020	6	88.21
Total ElectionSource					88.21
Federal Tax Deposit					
Bill	07/08/2020		07/18/2020	6	1,724.71
Total Federal Tax Deposit					1,724.71
Herman Brothers' Lawn Care					
Bill	07/08/2020		07/18/2020	6	700.00
Total Herman Brothers' Lawn Care					700.00
Integrity Business Solutions					
Bill	07/08/2020		07/18/2020	6	242.40
Total Integrity Business Solutions					242.40
Jill Williamson					
Bill	07/08/2020		07/18/2020	6	87.50
Total Jill Williamson					87.50
Leelanau Enterprise					
Bill	07/08/2020		07/18/2020	6	150.30
Total Leelanau Enterprise					150.30
Marge Johnson					
Bill	07/08/2020		07/18/2020	6	147.76
Total Marge Johnson					147.76
Michigan Assessing Service					
Bill	07/08/2020		07/18/2020	6	3,689.58
Total Michigan Assessing Service					3,689.58

Suttons Bay Township
Unpaid Bills Detail
 As of July 24, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Netlink					
Bill	07/08/2020		07/18/2020	6	295.98
Bill	07/08/2020		07/18/2020	6	296.00
Total Netlink					591.98
Networks Northwest					
Bill	07/08/2020		07/18/2020	6	700.00
Total Networks Northwest					700.00
Northern Building Supply, LLC					
Bill	07/08/2020		07/18/2020	6	144.29
Total Northern Building Supply, LLC					144.29
Paul Whiteford					
Bill	07/08/2020		07/18/2020	6	4,539.00
Total Paul Whiteford					4,539.00
Postmaster					
Bill	07/08/2020		07/18/2020	6	1,500.00
Total Postmaster					1,500.00
Richard Bahle					
Bill	07/01/2020		07/11/2020	13	1,181.11
Total Richard Bahle					1,181.11
Sandra Van Huystee					
Bill	07/01/2020		07/11/2020	13	2,083.10
Total Sandra Van Huystee					2,083.10
Spectrum Business					
Bill	07/08/2020		07/18/2020	6	259.58
Total Spectrum Business					259.58
Spinniken Lawn & Irrigation, LLC					
Bill	07/08/2020		07/18/2020	6	1,200.00
Total Spinniken Lawn & Irrigation, LLC					1,200.00
State of Michigan					
Bill	07/08/2020		07/18/2020	6	220.76
Total State of Michigan					220.76
Steven Patmore					
Bill	07/01/2020		07/11/2020	13	2,825.16
Total Steven Patmore					2,825.16
The Copy Shop					
Bill	07/08/2020		07/18/2020	6	22.50
Total The Copy Shop					22.50
Tom Nixon					
Bill	07/01/2020		07/11/2020	13	127.45
Total Tom Nixon					127.45
Village of Suttons Bay					
Bill	07/08/2020		07/18/2020	6	65.04
Total Village of Suttons Bay					65.04

10:27 AM

07/06/20

Suttons Bay Township
Unpaid Bills Detail
As of July 24, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Watts Up Electric Bill	07/08/2020		07/18/2020	6	200.00
Total Watts Up Electric					200.00
William Drozdalski Bill	07/08/2020		07/18/2020	6	904.37
Total William Drozdalski					904.37
Williams & Bay Portable Restrooms Bill	07/08/2020		07/18/2020	6	333.50
Total Williams & Bay Portable Restrooms					333.50
TOTAL					27,499.79
