

**ANNUAL MEETING AND BUDGET HEARING
OF
CLEVELAND TOWNSHIP
LEELANAU COUNTY, MICHIGAN
Saturday, March 19, 2022 at 10:00 AM**

The meeting was called to order by Supervisor Tim Stein at 10:02 a.m. Present on roll call were Todd Nowak, Tim Stein, Jan Nowak, Angie Diotte and Tanelle Budd.

Annual Meeting:

Pledge of Allegiance

Approval of minutes from March 20, 2021, annual meeting and Budget Hearing-

Motion by Patricia Denton and seconded by Angie Diotte to approve the March 20, 2021 annual meeting and budget hearing minutes as modified. Ayes: 5, Nays: 0. Motion carried

A.) Supervisors Annual Report- Tim Stein:

- **Update on Sugarloaf-** Sugar Loaf is no longer, which is a good update, twenty years in the making. The township passed a blight ordinance in 2019, we subsequently filed action immediately, and papers were served. Blight ordinance was assigned through a Federal Court in Grand Rapids. We could have charged up to \$500 a day for the violation. The owner finally decided to sell it to some people who can afford it. The first thing they did was they spent the time and the money to get clear title for that property. Taxes are all paid in full, and the check cleared. Again, we don't know who currently owns it and we have not had any inkling of what they will do up there. They have only come to us with one question, which was the warming shack/barn on top of the hill, they wanted to know if they could tear it down and rebuild using the same footprint. That was the only question we have had, no proposals so far. The property up there is zoned commercial resort, so there is very little they cannot do. The airport if officially closed, it's a non-functioning airstrip.
- **Update from Leelanau County Road Commission re: Sugar Bay Lane & Little Traverse Lake Rd/ Update and Review of Action Plan on Proposed Route of Segment 9 of the SBHT-** **Tim Stein:** We are working on some road improvement in the township. One that was approved is E Sugar Bay Lane, off of S Lime Lake Rd, which will be done early spring/summer, in conjunction with the condos in Centerville Twp., which will save some of the expense. The construction conditions have to be right, so we're waiting on load restrictions to be lifted and the permafrost to be over with.

Little Traverse Lake Rd estimate was just over \$1m dollars and as of right now we are not in the position to write that check. We asked the County Road Commission (CRC) for a three year payout and were denied, because they would be fronting almost half

million dollars for us, until we could pay it off. The other part of the issue is that CRC won't entertain doing anything on until the culvert is replaced. We talked to CRC, we sent all the studies we did in 2015, and they are progressively pursuing a grant for the repair. Also, we going to talk to the Sleeping Bear Heritage Trail (SBHT), to see if we expanded the apron on the west side of the culvert to accommodate the 10ft heritage trail. This would save them from spending money for an extension of the walkway. The problem with this timeline is that SBHT is not going to be done soon, maybe not even the next five years. We may have to convince SBHT to do some advance financing, so we can accommodate the cost of replacing the culvert. This culvert might not be as expensive as the last one we did in the Twp. since the elevation is higher, and hopefully we don't have to dig down as far, which would reduce the price.

Because the CRC won't start any repairs until the culvert is replaced, the Twp. has to figure out how we can come up with \$500,000. Little Traverse Lake Rd will have to deal with another year of patch and repair. The upside of not doing the road improvement is that it makes speeding more difficult. The CRC commission won't add any speed bumps in and we tried to put the trail on the road, so that we could reduce the speed limit. Unfortunately, we can't, and the survey that was conducted denied reducing the speed limit to 35 from 40, which doesn't allow for sharing of the road with bikers and walkers.

Going back to Sugar Bay Lane they will be doing some mat work underneath, and repair work along the edges, due to breakaway. They will rebuild the shoulder, then it will be a full repaving, not a wedge.

Public Question: How do they test for a lower speed limit?

Tim: The Michigan State Police puts speed readers on the road to be tested, and it's on two places where people could drive the fastest on the that road, so not on a curve. They monitor that strip and take the average speed of the 85 percentile. The only other way is to make the road a heritage route, but then you lose the CRC doing maintenance and repair on it.

Public Comment- Patricia Denton: There is a blind hill on the south end of that straightaway, where I was in a head on car accident two years ago, totaling my car, when someone came into my line, while traveling North.

Tim: We just talked about that, there were two close calls in the same spot. Referring to heading on 667 toward M22, and you're in the straightway, and someone comes over in the passing lane to pass, and someone else comes around the blind corner and then they collide. We didn't hit the 85th percentile on that road, so we couldn't get the limit reduced. We're still talking about getting the corner and rise taken care of.

Public Comment- Kim Hays: The intersection of M22 and S Lime Lake Rd is very hazardous. It's hard to pull out of the intersection safely, due to speed limit and traffic visibility. I would appreciate any discussion with MDOT at that intersection. I don't want the vegetation to be trimmed, but maybe that is something to look into.

Tim: That corner is very unsafe, but they did the speed limit testing and it allows for that speed. I'm not sure why, when they built the bridge over the creek they didn't try and straighten it out.

Public Comment: I had heard talk about going down Bohemian Rd with the trail, which is probably a lot cheaper, and less invasive. The experience would be wonderful. Is there any progress in that department?

Tim: It's on MDOT's construction plan. They have committed that trail going down to Good Harbor Bay; it will happen it's just a matter of when. Nor, can I tell you when section 9 going down Bohemian Rd to 651, is going to take place. OHM, the design firm, has not even given MDOT their final conceptual design so they can start the construction plans. When I stated before it won't be done in the next five years, I'm almost certain. As of Jan 1st there will no easements on the corner, due to the time limit lapsing and we couldn't get a consensus. Tart wanted the Twp. to have all the titles on the easements and our legal department suggested against it.

- **Update on Status of Cedar Area Fire and Rescue Department- Review Annual Budget-**

Chief Doornbos: Annual report is online on the website. Just finished my first year as fire chief. Highlights from this year: October 18th we went on the Bennett Bill, which allows us when we have a paramedic on duty or on scene to provide ALS without waiting on another local department.

Tim: I just want the public to know that all four townships have approved going forward with being fully ALS. The necessary funding was approved April of 2023.

Chief Doornbos: So next April, we are on schedule to hire three more paramedics that would give us three people a day and full time ALS service. In 2021, 12% of our calls were more than one at a time, so this gives us more flexibility to handle more calls at once. Two of our current employees are in paramedic school and one is currently already a paramedic. We have a deal worked out with Munson that we are able to pay for four people to go to paramedic school. We can hire one more EMT that would be a good paramedic and pay for their schooling. Our goal is have at least two paramedics and one EMT per shift.

Public Questions: Do you think the increase in the past couple years had anything to do with COVID cases or more people being up here due to COVID:

Chief Doornbos: No, if you go back through our software every year we are increasing in population, not just because of COVID. We are increasing each year historically, and that growth of population and visitors coming to the area is what is increasing our runs. In our four townships 49.75% of the properties are not people that are here all the time and it's hard to account for when they will be here. In June, July, and August, we are

doing three calls a day, meanwhile in the winter it's maybe only one a day or two the next. Our report is showing a trend of increasing demand for service across the board. Last year we did 622 calls, which an 8% increase from the year before. We doubled our overlapping of calls and we can't do all of them alone due to the spread of the population. It's not only our first due calls but also providing aid to the other departments. Out of the non-PRE number, 60% of patients we contacted were over the age of 60. So senior care has gone up.

We transported 222 of the 384 contacted, the difference is we still do the assessment but it ends without transportation. We have covered 36 ALS transport runs and needed help on 24 of them. Having a second medic in the township will bring that number of help needed down. We have to pay a fee for someone to come and provide the ALS service. For us to provide ALS for our Twp. we reduce the money we have to pay other agencies and reduce the fees and paperwork involved with the insurance process.

TIM: ALS is very important because of the higher age group, and our township's average is 59. This increases the risk for cardiac intervention, which is very serious and required quick response, under 12 minutes.

Chief Doornbos: Our staff last year completed 2,964 hours of training and the majority of those hours were done by seven to eight members. Chief completed Eastern Michigan Fire Staffing and Emergency Management Training Leadership. Lt. Johnson completed his fire instructor training in Traverse City. That is good for us because we are going to be pushing more on pre-plans. Learning more about the building in our area and how to plan for emergency situations. Wild land fire classes were completed to help with the increase trend of bigger and more intense wild fires. Hazardous training was completed down state, and now we have someone recognized as a Hazardous Material technician. Two of our members are about halfway done with paramedic school.

Public education section that lists Fire Wise, a program where we can come to your home and do an exterior assessment and insight on preparing your property for wildfire defense and help us defend the property also.

Public Question- Kim Hays: What does that involve?

Chief Doornbos: We inspect everything around the house like leaf litter and types of plants, along with access. As far as access goes, we required 20ft wide and 14ft tall; our engine is 4-wheel drive, because of the sounding area.

Tim: Kim, the driveway section in our zoning ordinance also complies with the fire department regulations. It is all spelled out, including the driveway grade.

Public Comment- Kim Hays: I worked with California Fire a lot and had wild fires around me. I don't think it's understood enough how big of the risk is around here. I urge us as a community to take it more seriously. Maybe more education pieces for the township.

Tim: We take this very seriously in our township. We have 40,000 acres, and over 40% of our township is in the lakeshore. It's one big tinderbox. We will be working on getting some controlled burns for that reason in the area.

Public Comment- Kim Hays: It would be nice to have something in the Enterprise, about how serious this is for the locals.

Public Comment- Steven Lachlan: The last annual meeting, a few years ago, the Fire Chief said our rating was a 9 out of 10, which was the bottom. My home insurance has gone down each of the past three years, I'm assuming it's because our rating has gotten better?

Chief Doornbos: The rating is actually the same. We're trying to get it down to a 7, 6, or 5. We're starting the process of change, which begins with equipment, then dispatch, then water. It's our long-term plan to get that done and reduce that rating, 1 is the highest and best rating and 10 is the worst.

Public Comment- Kim Hays: Going back to the number of emergency calls, I'm curious as to how many of them took place at short term rentals in our area?

Chief Doornbos: That's not something we can track. I try to keep abreast of some of that to understand the number of increases, but that isn't something we can track.

Public Comment-Patricia Denton: Thank our township board and planning commission for passing some really important water protection and zoning ordinance, in align with the Master Plan. Thank you for taking it seriously and for listening to the needs, I'm proud to live in Cleveland Twps.

B.) Citizen Comments and Discussion-

C.) 2022/23 Salary Resolutions

- i. Review recommended salaries for elected officials in fiscal year 2022/23- Supervisor: \$13,250, Clerk: \$17,450, Treasurer: \$17,000 Trustees: \$135 per meeting
- ii. Review and motion

Motion of the public by Patricia Denton and seconded by John Imbolden to approve the Salary Resolutions for 2022/2023. Motion passed on a voice vote.

D.) Planning Commission Annual Report Update and Review- Todd: Current members are: Kim Hayes, Todd Nowak, Travis Stein, Paul Stowe and Dean Manikas.

In 2021 we held 11 regular meeting and two Public Hearings in January and August.

Over all we have recommended amending Sections 3.19 (definition of Dwelling) and 5.09 (lot parameters) to provide greater clarity. We selected priority action items from the 2017 Master Plan, Environmental Objective #2 and Agriculture Objective #1. We hosted a presentation from the Glen Lake Crystal River Watershed Overlay District task force and developed a new ordinance called Watershed protection, 4.27.

Also held a presentation about agricultural tourism from Farm stays, and initiated a study and drafting on the topic for the Master Plan.

We are conducting a survey of the Township residents to inform our review of the Master Plan, set to launch early 2022. We also hosted a presentation by Granicus Inc, on the scope of short-term rentals in the township.

Tim: To clarify, we are very concerned with run off and water shed, which is extremely important for visitation and property values. Our Planning Commission recognized that and took action. Lake Leelanau association has reached out, they want be like us.

Public Comment- Kim Hays: The logic and uniformity is very helpful for all townships and residents.

Public Comment- Patricia Denton: I'm available to assist if you need help; I have done the work in Glen Arbor, Kasson, and Cleveland Twp.

E.) Zoning Administrator 2021 Annual Report – Tim for Nello: In our residential area we had three single family homes, three guest houses, three additions, eight storage buildings, and one pool. In our business district we two additions. In our agricultural district we had four single family homes, one addition, three storage buildings and one driveway.

We issued twenty-nine total land use permits and the taxable value for the permits was \$2,417,600.

Motion by Steven Lachlan and seconded by Patricia Denton to adjourn annual meeting at 11:12 am. Motion passed on a voice vote.

Budget Hearing and Purposed Budget:

- a. Review Proposed 2022/23 Fiscal Year General Fund Budget
- b. Twp. Taxable Value \$130,052,462 million up 7% from 2021. 3.3% came from consumer price index. While CPI rises everyone's tax bill, the other 3.7% came from constructions, and increased resale. Our general operating then goes down by that.
- c. Key Revenue Items
 - i. .4494 GOA - \$72,751
 - ii. 1.9850 Fire/Emergency \$258,154
 - iii. State Revenue Sharing \$113,122
 - iv. 1% Property Tax \$22,500

- v. ARPA \$54,061
- vi. PILT/Reimbursement \$7,500
- d. Key Expense Items (i.e. Fire/Emergency Services)
 - i. Fire/Emergency Services \$256,444
 - ii. Wages \$80,400
 - iii. Professional Services \$36,000
 - iv. Roads \$125,00
- Total Expenditure is 92.8% of planned expenses
- e. Restate/Review Total Revenue versus Total Expense
 - i. Revenue \$ 553,588 vs Expenditures \$ 536,324

Public Comment- Kim Hays: How is PILT Determined?

Tim: It's based on evaluation formula with the State of Michigan and national park service. It goes to the municipalities for distribution, so for us the money goes to the county and then it's disbursed on the percentage of acreage for each township. Cleveland has 28%, Glen Arbor has the biggest, and Leland is second.

Public Comment- John Imbolden: How has the number decreased over the years?

Tim: The commissions at the county decide how much to give out, or how much they can keep for themselves. We will be asking for 2.5 mils because the expenses for fire/emergency is going to go up and we have to cover that cost.

Public Comment- Kim Hays: Shouldn't roads be part of the PILT revenue?

Tim: Road are a Federal Grant, not state, therefore it doesn't fit into the PILT revenue.

Public Comment- John Imbolden: Does that road amount account for plowing?

Tim: Township roads split 50/50 for road improvements. Maintenance is handled by your county taxes.

Public Question: Doesn't the fire department track how many calls happen in the park?

Jan: The annual report usually breaks it down by township and park.

Motion by hat Steven Lachlan and seconded by John Imbolden to adjourn Budget Hearing at 11:36 am. Motion passed on a voice vote.

Cleveland Township Board- Special Meeting March 19, 2022:

The meeting was called to order by Supervisor Tim Stein at 11:36 a.m. Present on roll call were Jan Nowak, Todd Nowak, Tim Stein, Tanelle Budd and Angie Diotte.

1. **Consideration of Agenda-** none
2. **Public Comment on Agenda-** none
3. **New Business**
 - a. **Consideration of Motion to Approve 2022-2023 General Fund Budget as presented –**

Motion by Tanelle Budd and seconded by Jan Nowak to approve the 2022/2023 General Fund Budget. Ayes: 5, Nays: 0. Motion carried.

- b. **Consideration of Motion to Appoint New Zoning Administrator- Scott Sheehan to replace Nello Valentine III.** He runs a constructions crew, does framing, also EMT/Fire Department and DNR instructor. Nello will be handing off the job April 1st but will help facilitate the new employee and continue to help out.

Motion by Jan Nowak and seconded by Todd Nowak to Appoint New Zoning Administrator, Scott Sheehan, as April 1st. Ayes: 5, Nays: 0. Motion carried.

Motion by Todd Nowak and seconded by Angie Diotte to adjourn budget hearing meeting at 11:42 am. Ayes: 5 , Nays: 0. Motion carried.