

LELAND TOWNSHIP BOARD MEETING
Monday, February 13, 2023 – 7:00 p.m.
Leland Township Library, Munnecke Room
203 E. Cedar Street, Leland, MI 49654

MINUTES

PRESENT: Supervisor Susan Och, Clerk Lisa Brookfield, Treasurer Shirley Garthe, Trustee Clint Mitchell, Trustee Mariann Kirch.

GUESTS: 39

CALL TO ORDER: Ms. Och called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

APPROVAL OF AGENDA: It was suggested that two Parking Resolutions, R23-9 and R23-10 be added to the agenda. The Board decided that they did not have enough time to review the resolutions so they were not added.

ACTION: Ms. Garthe moved to approve the agenda as presented; supported by Mr. Mitchell. Motion carried. (5,0)

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST: None

APPROVAL OF MINUTES

January 9, 2023 (Regular Meeting): Ms. Brookfield moved to approve the minutes of January 9, 2023; supported by Ms. Garthe. Motion carried. (5,0)

January 13, 2023 (Special Meeting, open session): Ms. Brookfield moved to approve the minutes of January 13, 2023 (open session); supported by Mr. Mitchell. Motion carried. (5,0)

January 13, 2023 (Special Meeting, closed session): Ms. Garthe moved to approve the minutes of January 13, 2023 (closed session); supported by Mr. Mitchell. Motion carried. (5,0)

January 27, 2023 (Budget Workshop): Ms. Garthe moved to approve the minutes of January 27, 2023; supported by Mr. Mitchell. Motion carried. (5,0)

PUBLIC COMMENT

Mark Morton - The Chamber has voted to not contribute to the cleaning of the bathrooms. They would like to see the bathrooms open for the season in April. The Chamber asserted that taxes pay for the bathrooms and the cleaning so the Chamber shouldn't have to pay for it.

Rich Rossman – He lives on Oxford Drive. He is concerned about the condition of Oxford Drive and other roads in the Township. The asphalt on Oxford is deteriorating. The snow trucks are pushing up the asphalt chunks on lawns. He understands that repair of the roads is not in budget. Commercial vehicles are using the cul de sac on Oxford to turn around which is further tearing up the road. He would like the Township to start planning for road repairs.

Tim Zywicki – He is concerned about the condition of the baseball field at Hancock. He sought out a quote from Matt Heiss, who is very experienced in refurbishing athletic areas, to refurbish the baseball field. Matt Heiss would do it for \$25,000. There were 15 people in the audience who were in favor of this work on the baseball field at Hancock.

Jeff Keen – He stated that it would be a worthwhile endeavor to improve the baseball field at Hancock. Many groups use the field. He would like the Township to get input from the community during their planning. He is in agreement with the Township in getting a smart vision for the whole of Hancock Park.

Lawrence Bunchek - He commented that Oxford Road is in dire need. He asked who has jurisdiction over road repair in the Township. If it is not the Township's responsibility, please tell them who is. He understands that repair of roads is not in the budget. Ms. Och responded that the Road Commission is responsible for road maintenance. The Township is responsible for repair and the Road Commission historically has contributed 50% of the cost of repairs.

Steve Mikowski – He commented on the salary resolutions. He wanted the Township to disclose current salaries.

Mr. Mikowski presented his request to hold a referendum vote on the Leland Township Zoning Ordinance 96-1. This is his 317th request. He also asked the Board to correct a longstanding error denying a 17 ½ inch side yard setback variance.

He asked the Board to look at 2 pictures of the building being built between Dr. Siddall's and the Post Office. He feels this building is not compatible with the surrounding area.

REPORTS FROM BOARDS AND COMMISSIONS

Fire & Rescue, Chief Dan Besson

A report is on file at the Leland Township Office and is online. Chief Besson reported on calls, EMS and fire related. He described the repairs needed for one of the aerial trucks. The cost was \$25,000. There are repairs needed on primary ambulance: new tires and ball joints. The cost will be \$6,000 - \$9,000. \$8,000 was spent for fire hose replacement. These expenses are all supported in the budget. He thanked Golden Fowler for the beds they donated to the dorm rooms. He also spoke of training that took place this month. There are now 9 full-time fire fighters.

Planning/Zoning, Tim Cypher

A report is on file at the Leland Township Office and is online. The Planning Commission met on February 1. Mr. Cypher described two site plan reviews that were discussed. The former Samaritan's Closet is being remodeled for another business and the entrances to the parking area were discussed. The entrances are the jurisdiction of the Road Commission. The no parking area will be on the agenda of the next Township meeting. The Riverside Inn site plan was reviewed at the Planning meeting for a covered porch over an existing patio. The RFPs for a planner and a residential character amendment were discussed. There will be a public hearing in April for the residential zoning district. There was discussion about a future land use map. They are reviewing comments on the master plan. There has been no update from the state about short term rentals. Mr. Cypher reviewed his activities for the month.

Harbor, Jeremy Anderson

The dredging permit is finished. Gosling Czubak was quick in getting the soil sample done. There has not been a lot of ice. Reservations have been steady. Last year the public bathrooms were opened in mid-April. The opening date will depend on when cleaning is arranged by the Parks and Rec committee.

Sewer, Steve Patmore

A report is on file at the Leland Township Office and is online. Most work has been done on budget. Flows are normal like last year. Tests results are pretty good. Most call outs were for the plant. They are working on the biofilter, the sludge pump, and aerators.

Parks & Rec

The budget meeting was on February 8. They went over the Sparks grant and talked about the Hancock field project. They discussed funding for lifeguards and went over the budget numbers.

County Commission, Kama Ross

The County Board has been meeting and taking care of business. There is a link on the County website about the internet service. The Leland Dam Authority is being reconfigured. The deadline for two positions is Friday. They may need to open the request again. They would like riparians and/or engineers to apply. Ms. Ross serves on the County Parks and Rec committee. She offered to work together with the Township Parks and Rec committee.

Assessor, Julie Krombeen

The Board of review dates are set. Assessment notices will be sent out. March 7 is an organizational meeting. On Tuesday and Wednesday of next week the Board of Appeals will meet in the Munnecke Room. Property taxes will be going up 5% throughout MI.

Facilities Committee

Keith Ashley – The purpose of the committee is to find a solution for the Township offices. An ad for property was run in the newspaper but there was no response. Mr. Ashley advised that the ad be run again in a couple of weeks. Leasing of offices next to Manitou Marine was offered to the committee. The Township wants to own rather than lease. The committee saw a presentation of making a building out of cargo containers. It was interesting and would save a lot of money. There is still interest in option 2 but they have been unable to talk to the owners. The fire station and Grove Park are still on the list of options. Ms. Kirch did an analysis and will get it to Mr. Ashley. They expect to present options to the Board in April or May.

TREASURER'S REPORT

Ms. Garthe reported on income and expenses for the last month. It was a partial sewer month. \$54,800 was taken in. It was business as usual.

ACTION: Mr. Mitchell moved to approve the Treasurer's Report as presented; supported by Ms. Kirch. Motion carried. (5,0)

SUPERVISOR'S REPORT – Ms. Och

Ms. Och gave a recap on the Sunset Shores project. Consumers Energy is offering a program to be able to dim street lights or turn them off. There was feedback on crosswalk signs. She spoke of the Sparks grant. Larry Acker from the audience asked if the plan for the grant will be shared with the public and if there have been any efforts for AARPA money. Ms. Kirch said she would contact him to discuss. A written report was submitted to the Board prior to the meeting. It is on file at the Leland Township Office.

ACTION ITEMS

1. Approval of Installation of paid parking and signage in Harbor parking lot – Jeremy Anderson

He is asking to reinstall parking meters in the parking lot. In 2009, the parking meters were taken out. Waterways has been contacted about funding the dredging account. Dredging is expensive and the Harbor cannot keep up with the expense. Having parking meters would be a way to generate revenue. He described how buying meters and how the company Park Mobile app could manage the charging. Installation of the equipment would cost \$10,000. Mr. Anderson has an estimated profit scale showing Harbor profits if charging \$2.00 an hour for parking. The parking meters are solar powered. It would cost \$660.00 a year to communicate the data to the Harbor. 36-38 parking spaces would be metered. The fee for parking tickets would be determined by the Harbor. There was discussion about cash and/or credit payment. There was discussion about tabling this request until the next meeting. Installation of the meters would not need a permit. The Harbor would like to implement this system now but this will present another level of auditing for the Township. There is a parking ordinance to consider and the Board may want to discuss hours of operation. There was discussion about those who are picking up things at local businesses or those dropping off things to their boat. The program allows for the first 15 minutes free and thereafter time is charged.

ACTION: Ms. Brookfield moved to approve the installation of paid parking and signage in the Harbor parking lot with the review of the parking ordinance about enforcement, and the township approving the rate and the time allowed. Revenue would go into the 595/ dredging account; supported by Ms. Garthe.

DISCUSSION: Ms. Kirch asked why this meter and company was chosen. It was recommended to the Harbor.

Motion carried. (4,1)

2. Approval of Tiffany conceptual drawings and scheduling of pre-application meeting of EGLE

Drawings are in Board book. Two options were presented: a wood retaining wall and a steel retaining wall. Neither will affect boat parking along the wall. If the permit is approved, we have 5 years to get it done. We already approved Tiffany to pursue it. This would approve what Tiffany would present to EGLE. What we would finally decide to do will depend on funding. A wood retaining wall would cost about \$50,000 and a

steel retaining wall would be about \$100,000. This motion would be for the pre-permitting meeting. We are approving the concept. Cleats would have to be put on the dock so people could tie up their boats. This is all included in the fee we have already agreed to.

ACTION: Mr. Mitchell moved to approve Tiffany's conceptual drawings of the seawall project and the scheduling of the pre-application meeting; supported by Ms. Garthe.

DISCUSSION: Ms. Kirch asked for further explanation which was given.

Motion carried. (5,0)

3. Resolution 23-5 Salary for Supervisor \$31,500

These resolutions are for a 5% raise for all Board members.

ACTION: Ms. Garthe moved to adopt Resolution 23-5, salary for Supervisor \$31,500; supported by Ms. Brookfield.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och: Yes

Clerk Lisa Brookfield: Yes

Treasurer Shirley Garthe: Yes

Trustee Clint Mitchell: Yes

Trustee Mariann Kirch: No Motion carried. (4 in favor, 1 opposed)

4. Resolution 23-6 Salary for Clerk \$46,746

ACTION: Ms. Garthe moved to approve Resolution 23-6, salary for Clerk \$46,746; supported by Mr. Mitchell.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och: Yes

Clerk Lisa Brookfield: Yes

Treasurer Shirley Garthe: Yes

Trustee Clint Mitchell: Yes

Trustee Mariann Kirch: Yes Motion carried. (5 in favor, 0 opposed)

5. Resolution 23-7 Salary for Treasurer \$42,000

ACTION: Mr. Mitchell moved to adopt Resolution 23-7, salary for Treasurer \$42,000; supported by Ms. Kirch.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och: Yes

Clerk Lisa Brookfield: Yes

Treasurer Shirley Garthe: Yes

Trustee Clint Mitchell: Yes

Trustee Mariann Kirch: Yes Motion carried. (5 in favor, 0 opposed)

6. Resolution 23-8 Salary for Trustee \$6,300

ACTION: Ms. Garthe moved to adopt Resolution 23-8, salary for Trustee \$6,300; supported by Ms. Brookfield.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och: Yes

Clerk Lisa Brookfield: Yes

Treasurer Shirley Garthe: Yes

Trustee Clint Mitchell: Yes

Trustee Mariann Kirch: No Motion carried. (4 in favor, 1 opposed)

7. Appoint James Blair to Board of Review term ending on 12-31-24

ACTION: Ms. Garthe moved to appoint James Blair to the Board of Review, term ending 12-31-2024; supported by Ms. Brookfield. Motion carried. (5,0)

OTHER/OLD BUSINESS

1. Sewer Commission members

We are still looking for Sewer Commission members.

BILLS AND ACCOUNTS

The bills and accounts lists were distributed to Board members. There was nothing unusual for the month.

ACTION: Ms. Brookfield moved for payment of bills from January 10, 2023 to February 13, 2023; supported by Ms. Garthe.

DISCUSSION: Ms. Kirch asked if Ken Hagstrom’s library snow removal and museum removal payments are available. Itemization of these tasks are not in reflected in the time sheets.

Motion carried. (5,0)

CORRESPONDENCE

The Household Waste schedule was distributed to board. You have to call to schedule.

BOARD COMMENT

Ms. Och – She clarified why Ken Hagstrom clears the sidewalk of the Old Art Building. He is on his way back to the truck so he just keeps the snow blower going.

PUBLIC COMMENT

Keith Ashley – He commented on the parking meter plan. He feels the 15 grace period might present a problem. He also presented a scenario where a parking ticket may be cheaper than paying for several hours of parking at \$2.00 an hour.

Steve Mikowski – He expressed that Action item #2 was unclear as to content and intent. He did not understand the issue. A copy of the drawings will be given to Mr. Mikowski.

ADJOURNMENT

ACTION: Mr. Mitchell moved to adjourn the meeting at 9:03 p.m.; supported by Ms. Brookfield. Motion carried. (5,0)

The next meeting is March 13, 2023.

Respectfully Submitted,

Cindy Kacin, Recording Secretary

Date Approved: _____

Susan Och, Leland Township Supervisor

Lisa Brookfield, Township Clerk