**Supervisor’s Report, December 2021**

**Zoning Administrator Contract**: Our contract with our zoning administrator (Tim Cypher/All Permits) runs out in April.. Based on conversations with planning commission members and Clerk Brookfield, I am recommending that we renew this contract for another two years. The last time that we put this position out for proposals, two years ago, Tim’s company was the only qualified applicant. He is offering us another two years with no change in rate.

**MDOT**'s five year plan no longer includes M-22 in downtown Leland. They are looking at the pavement from Christmas Tree Corner to the bridge. I will pass on a better timeline when we hear more.

**Sidewalks**: Bids closed on Phase 1 of our sidewalk renewal plan this week. Elmers submitted the low bid, for just over $230,000. The plans are available for review at the Township Office. Our ordinance requires residential property owners to contribute 40% of the cost; commercial property owners are responsible for 80%. The Town Board may subsidize part of this work with money from the Metro Fund. I had hoped that we could use part of the ARPA funds under the stormwater remediation category, but this only applies if the project involves cleaning the stormwater. It might be possible to justify using ARPA money for sidewalk work in the downtown areas in order to better serve our increased visitor traffic. The work is to begin after April 1 and be finished by May 27 of next year.

**Right Of Ways** I have received complaints about people posting driveway markers or fence posts at the edge of the pavement in the platted part of Leland Village to try to keep the snowplow from hurting the grass, or to hinder parking. The streets in the village are 60 or 66 feet wide, depending on the plat; nobody owns to the edge of the pavement. It is necessary to push snow well off the edge of the pavement at the beginning of the winter so that there will be room for more snow as the winter progresses. Constricting the roadway can make it impossible for the fire and rescue personnel to respond to emergencies.

Likewise, the right of ways on the platted streets of Lake Leelanau village extend well past the paved areas. In Lake Leelanau, people seem more interested in planting trees and shrubs, but in both villages there should be no planting, paving, sprinklers, or other permanent work in the right of ways without a permit from the Road Commission.

**Library Irrigation** The company that normally winterizes the irrigation at the library seems to have gone out of business. Mark Morton is still looking for another company to handle this job.

**The Sunset Shores community drainfield** project is once again in the “under review phase”. Once the main review is completed, it will need a part 41 review. At that point we will be poised to put it out to bid and we will have a zoom meeting with the attorneys, the engineer, and the bonding agency to determine a final timeline.

**Lake Leelanau Invasive Species Prevention Committee** All of the townships surrounding Lake Leelanau have been asked by the Lake Leelanau Lake Association to name a representative to a Lake Leelanau Invasive Species Prevention Committee that will look at ways to keep new invasive species from reaching the lake, mainly through boat washing and education initiatives. Former supervisor Harry Larkin has expressed interest in serving on this board. If anyone has any other suggestions, please pass them on.

**Capital Improvement Plan** I have asked Clerk Brookfield to post the Draft Capital improvement Plan to the township website, so that our public can become better acquainted with this challenge. It is still a work in progress, so I am looking for assistance in completing this plan, and I expect any criticism to be of the constructive variety. Conversations about the failed extra-voted millage have revealed that our public underestimates how much money is actually needed to keep township physical assets in good condition. Please become familiar with this report and reach out if you want me to go over it with you page by page. I still need to complete a census of our office machines and our park infrastructure condition. We may decide to ask the voters for a separate millage just to support the Capital Improvement Fund.

**APRA Funds** The process of determining how much of the ARPA funds has turned out to be a good deal more complicated than I expected. The list of which revenues should be counted is fairly detailed. We can figure our historic growth rate using our audits, but we must figure our actual growth rate on a calendar year basis (not our fiscal year). I am working with Treasurer Garthe to generate these numbers. [This article from Plant Moran](https://www.plantemoran.com/explore-our-thinking) mentions the possibility that the final rules may include a provision for localities that operate on a calendar year fiscal year, which would save us a lot of headache.

We will be required to report our initial plans for these funds by April 1, 2022. Our Sewer Commission has some projects that may qualify. We could use the funds to augment our Fire and Rescue wages. All of the training on this initiative encourage us to use this once in a lifetime funding for “transformative projects”, not just routine expenditures.

**Budgeting**: I would like to start our budgeting process with an initial meeting on the General Fund during the first week of January. We need to develop a strategy for addressing our revenue shortfall with the defeat of the extra voted millage, and discuss broad budgeting priorities and strategies. We should meet weekly throughout January, tackling Fire, Parks and Rec, Harbor, BOR/PC/ZA, and then circling back to the General Fund to wrap up. Sewer will be fairly routine and does not impact the General Fund, so that can be done in February. I would prefer to meet on Tuesday or Wednesday late afternoon/early evening, at the Munnecke Room.

Please note the Financial Forum article on page 11 of this month’s Township Focus magazine. The first two items on that page address budgeting and fund balances, two topics that will be integral to our budgeting process. I will not be recommending that we move our usual $50K into the Capital Improvements Fund, since we could use those funds to help get through FY ‘21-22. There will also be some ARPA funds available for the General Fund. We still have the option of charging the Administration Fee on summer taxes, although the revenue would be limited to the roughly $100K of our tax collection and assessing budget. Others may argue that we should make the effects of this funding change apparent to our public by continuing to fund the CIP while holding back on some of the more visible items that the extra-voted millage would be funding. I’m interested in hearing your thoughts on how to move forward.

**Fire MIllage** Our two fire and rescue millages (Fire Operations and Fire Equipment and Training) are being levied for the last time this year. We will need to pass new or renewal millages in 2022 to support the next 4 years (levied in 2022-2025). I had hoped to realign the two millages, moving training back into operations, where it logically belongs. But given the anti-tax movement that is in play right now, we are also exploring whether we can support competitive wages with a renewal up to the original 1.8 mils of the Fire Operations millage and .5 mils of the Equipment/training millage. I foresee asking the voters to support the Fire millages in May. The deadline for this ballot language is February 8th.

**Board of Review** The December Board of Review will be meeting Tuesday at 5 pm at the township office. All of our BOR members completed the required training earlier this year and I am collecting the documentation from MTA for our records as required by law. BOR Alternate Chris Alpers is finding that his work with the US Apple Board is interfering with his attendance at Board of Review, so we will be looking for another BOR member with connections to the ag community.

**Reynolds Street Sign** This sign did not get ordered on Friday, as I was still getting comments about the proof. The cost of the new sign is $422. It will be aluminum on foam core, the same as the smaller square signs. It will be installed on the same posts as the old South Beach sign,

**Tourist Tax** Last month, Chris Bunbury proposed a tourism tax, citing the problems associated with overtourism. According to Mike Seldon of the MTA, Michigan Townships have no authority to levy sales taxes, and any user fees must be revenue neutral. (This would also apply to a potential STR registration fee, and other revenue generation ideas.) I have explained this to Mr. Bunbury, but am encouraging him to continue to brainstorm ways to manage tourism.

**Complaints**:

1. The riprap wall that was installed last spring to protect the three properties north of Thompson St. and Lake Michigan is already failing, falling into the lake. I have reported the situation to drain commissioner Steve Christiansen since he was one of the authorities who permitted this project.
2. Complaint about a car abandoned at the parking lot at Van‘s Beach. After consulting with the Road Commision and the sheriffs department I had BIngham Body Shop tow it away.
3. Complaint from Mary Kuntz about trash blowing out of the recycling bins at the corner of Oak and Edward. She was eager to know when those were going to be removed. The extension on the placement of those bins runs out March 15, and it will be up to the Planning Commission and Manitou Island Transit to decide whether they will stay there. I passed the complaint about blowing trash on to Trudy Galla, who says that the lids on the bins will be outfitted with bars to keep them closed.
4. I also received a complaint about trash in the alley behind Nittolo‘s in Lake Leelanau. Tim Cypher is working to get that under control.