

**Regular Meeting of the Township Board
Tuesday, January 9, 2024
Cleveland Township**

Supervisor, Tim Stein, called the meeting to order at 6:54 pm. Present on roll call were Jan Nowak, Todd Nowak, Tim Stein, Angie Diotte, and Tracy Olsen.
Public attendance 0.

Motion by Jan Nowak and seconded by Angie Diotte to approve December 12, 2023 Minutes, with adjustments to ZBA Report, Public Comment, Fire and Rescue Report, and Supervisors Report. Ayes: 5, Nays: 0. Motion carried.

Public Comment on Agenda- None

Supervisor's Report – Tim Stein Report in Correspondence.

Clerk Report – Tracy Olsen: Still looking into the New Computer with monitors and working on Election material for February.

Treasurer's Report – Angie: December 30th, 2023

Beginning Balance \$ 299,140.24

Disbursements -\$14,674.05

Revenue \$951.49

Balance \$285,417.68

Next month will have a lot more revenue from taxes

Motion by Todd Nowak and seconded by Jan Nowak to approve Treasurer's Report for December 30, 2023 Report. Ayes: 5, Nays: 0. Motion carried

Discussed Posting of Hours for Tax Collection in February 2024 on Township Website 2/14 and 2/28 9am-5pm at Angie Diotte's home. Tim to post hours on website.

Planning Commission Report –Todd Nowak: Continuing business Agriculture District Amendments and Park Parameter, and responsible foresters. Tim Stein received Dean

Manikas Cleveland Township Planning Commission Annual Report for 2023 will make that part of our annual meeting.

Zoning Administrator's Report – Tim Stein for Scott Sheehan: 51 land use permits issued for the year of 2023. Permits were used for 19-New Homes, 1-Carport, 1- Decks, 5 additions, 7-pole barns, 2-driveways, 1-parking lot, 3-solar panels, 12-garages, 2-sunrooms, 1-boardwalk, 1-guesthouse and moving one historic barn.

Wrapping up the Zywicki follow on Circuit Court judgement and will have that wrapped up and the end of the week.

Send first certificate for stage 1 of 3 stages for getting his state certification so he will be state certified zoning administrator by the end of February. Then we can consider what to do for Scott for our salary administration in April for taking that into consideration and he will be administrative for the Short term rental ordinance if we put one in effect. He is studying that as well.

Zoning Board of Appeals Report –Jan Nowak – Public Hearing scheduled for Monday 1/29/24 @ 6:30 pm Dave and Beth Kaminski request for a Variance to this Residential Parcel from Zoning Ordinance. Request for building a boardwalk they want to move forward with this.

Maintenance Report – Tim Stein: Draw reference to a phone call from Cherry Republic about renting the hall for educational purposes. Query to Tim was they have been at the hall before and the chairs at the town hall not very comfortable for training all day. Would we consider bartering with them for new town hall chairs in leu of payment. Will see what they might have in mind.

Assessor Report – No meeting no business to discuss.

Other members – none

Old Business –

Review/Update Cedar Area Fire and Rescue- John Imbolden: In line with budget. Delivered a new truck, tour of the truck. Tim Stein asked to attend the meeting next week to review and finalize the amended inter local agreement which expires in 2025. Our legal counsel Dave Biganowski has some questions he wants us to consider and revise and add an addendum to

allow the fire department to go to a one year budget but that would not go into effect till 2026 since the 2024/2025 budgets have been approved.

Review Short Term Rental Ordinance - Tim Stein: Granicus Discussion and Proposal from Carol Cruz who will be our digital Service Representative. Just made payment to them expect to hear from her soon. Kester honored the quote they quoted to us for address identification \$4,832.10 which was a bundle price. He is giving us that price just for that item pending our decision on how to move forward. Told him we might only take that and one more item possibly 2 not take all 4. Maximum exposure we want to stay around \$7,000 number. Don't want to go over that. Once I hear from her and we sent up some parameters and set up some kind of matrix I will come back and will make some recommendations and will review those recommendation and make them parcel of a recommend ordinance as we move forward. Hope to be in a position to have another public hearing regarding Short Term Rental some time in April to be realistic then we can hopefully approve if we want to move forward and then go forward with a Short Term Rental Ordinance in May.

Continuation of Discussion on Possible Referendum Road Improvement Mileage – Tim Stein: Election coming up in November. All in agreement something we should explore for providing improvements to county roads. Become more responsible for providing road improvements on township roads. County Road Commission becoming less able too and less app too continue provide matching funds. 50/50 is out of question we have a 60/40 spilt on the East end of Traverse Lake Rd coming up this year that has been approved. That is the only matching funds that have been approved for the year. Road improvement mileage other townships will likely jump on board too. Our budget has been able to cover it but right now we have the lowest balance we have had in awhile and if we under take any major type of improvement like Little Traverse Lake or went in and repaved Scenic Mountain View estates which is long over due. 2024 taxable values \$159,996,546 million. So if we went for a half a mill is due able would constant 50 in tax for every 100,000 in value would raise 79,000 dollars accrue a fund a of 79,000 dollars. We would be able to use our general fund to augment that I think with another \$50-75,000. \$150,000 to work with for any major project or 2 minor project. To move forward with

language for ballot of 2024 recommend we consider a half a mill. We cannot do much with \$39,000 for a township with roads right now. Everyone in agreement with moving forward and the language and speaking to Tim Figura further on this. Collecting this during winter taxes. Everyone in agreement to move forward with this. We have till May 19 to get this to the county.

New Business – Tim Stein: Consideration of Appointment of New Member for Cleveland Township Board Of Review – Peter Fisher to replace Neil Hanna, who resigned 12/7/23. Sent a letter for resignation.

Motion by Jan Nowak and seconded Angie Diotte to approve Peter Fisher for Cleveland Township Board of Review. Ayes: 5 Nays: 0. Motion Carried.

Peter Fisher and John Imboden, alternative member and recording secretary on the Board of Review have to complete the Public Act 660 Training has to take place every 2 years. The rest of the board of Review all took the training last year. 3 Available dates for Online Training are February 13 4-8 pm, February 26 1-5pm, and March 4 8:30-12:30pm. Will see what dates they want. Will send a check MTA and sign them up for that specific date and give MTA there information and all the Zoom information will go to the 2 members.

Consideration for Approval Of Summer Tax Collection Agreements- Tim Stein – Leland School District 2024 \$2.50 a Parcel state amount for approved collection. State Amount approved for collection. Angie and Tim to sign off on it.

Motion made by Angie Diotte seconded Tim Stein to approve Summer Tax Collection Agreement – Leland School District. Ayes: 5 Nays: 0. Motion Carried.

Consideration for Summer Tax Collection Agreements – Tim Stein- Glen Lake Community School 2024 \$2.50 a Parcel state amount for approved collection.

Motion made by Tim Stein seconded Angie Diotte to approve Summer Tax Collection Agreement – Glen Lake Community Schools. Ayes: 5 Nays: 0. Motion Carried.

Schedule Annual Budget Meeting for 2024 – Tim Stein – Tentative Date(s) of March 23th or 30th. Agreed on for March 23, 2024

Payment of Bills: Tim Stein: Granicus Bill to establish for Short Term Rentals and Cedar Fire and Rescue large Amounts on the payment of bills.

Motion made by Tim Stein seconded Jan Nowak to approve Payments of Bills. Ayes: 5 Nays: 0. Motion Carried.

Correspondence - Tim Stein – As we move forward with this year giving consideration with especially with budget review sessions and Tim Stein developing the budgets and salary administration. Under current amongst municipalities within state giving special bonuses to township clerks because of all the election load. MTA came back and said regardless of how many elections or early voting registration days how many a township clerk might have in a given year. The salary of the office states in the salary resolution is the most that can be paid to a township clerk for holding the office of clerk in performing that statutory duties which is elections there in no special stipens or special bonuses however the MTA encourages township to increases the salaries of the office to take into consideration the additional workload is being placed on the township clerks throughout the state of Michigan. When recommendations are made for salary resolutions for supervisor, clerk, treasurer, and trustee’s I will solicit all the MTA input like I normally do to provide for the additional workload. Can the clerk get paid for an election inspector was up for discussion if that can occur or not. Will verify with MTA regarding this if a clerk can be paid as an election worker. Deputy clerk is paid as election inspector salary at that time. Hourly position.

Open Forum Public Comment – John Imodgen – Question is New Mountain Road a township road. Yes, it is a township road. It’s getting worse a third of the way up it.

Motion made by Todd Nowak seconded Jan Nowak to Adjourn meeting at 7:40pm. Ayes: 5 Nays: 0. Motion Carried.

Tracy Olsen, Clerk
Approved by Tim Stein, Supervisor