

**LELAND TOWNSHIP BOARD MEETING**  
**Monday, November 14, 2022 – 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

**ABSENT:** 0

**GUESTS:** 10

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

**APPROVAL OF AGENDA**

Ms. Och noted that there will not be reports from the assessor or the county commission this evening; however, there will be a report from Mr. Keith Ashley of the Facilities Committee.

**ACTION:**

Ms. Garthe moved to approve the agenda as amended and presented; supported by Ms. Brookfield. Motion carried.

**DECLARATION OF POTENTIAL CONFLICTS OF INTEREST:** None

**APPROVAL OF MINUTES:** Regular Meeting, October 10, 2022

**ACTION:**

Ms. Garthe moved to approve the minutes from the regular meeting of Monday, October 10, 2022; supported by Ms. Brookfield. Motion carried.

Ms. Kirch inquired if it is necessary for the Board to make a motion to remove cardboard signs in the township which indicate that masks are required as a result of the Covid-19 pandemic. Ms. Och stated that a motion is not required for this and the signs may be removed.

**PUBLIC COMMENT:**

Mr. Mikowski distributed a handout to all board members and stated his request for a referendum vote on Leland Township Zoning Ordinance 96-1. This is the 314<sup>th</sup> request that has been made at Leland Township Board meetings since July of 1996. Mr.

Mikowski also requested that the Township Board require that the Zoning Board of Appeals (ZBA) correct an error denying Mr. and Mrs. Mikowski a 17&1/2-inch side yard setback for their fifty-year-old home. He also noted that the report from the Facilities Committee that will be made this evening should have been included on the agenda. Mr. Mikowski is concerned that the matter of the new township office is going under the radar with no public input. He assured the board that the process of continuing to consider Grove Park as the site of the new township office will be met with resistance and encouraged the board to look at other opportunities. Mr. Mikowski added that the township has stolen the Provemont Pond area and has commercialized it.

## **REPORTS FROM BOARDS AND COMMISSIONS**

### **Fire and Rescue – Chief Dan Besson**

Chief Besson stated that the department received 69 calls for service last month; this number is much higher than in the recent past for the month of October. On October 18<sup>th</sup>, 21 calls were received due to the windstorm; both trees and power lines were down in the area. Chief Besson's team does not touch power lines if they are down; the power company is called and the County does bill for this work.

One of the firefighters spent four days in Menominee during the recent fires and Chief Besson went as the strike team leader to replace the original strike team leader from Elmira Township; this service is reimbursable due to the fact that Governor Whitmer declared a state of emergency. In total, six firefighters from Leelanau County were deployed to Menominee.

Staffing was at nine FTEs with three firefighters working each shift. However, one FTE recently stated he would be going to part time status in order to return to school. A job posting has been posted on the website for a firefighter/EMT with paramedic preference.

### **Planning and Zoning – Mr. Tim Cypher**

Mr. Cypher was absent from tonight's meeting; however, his Zoning Administrator's report and monthly summary report are in the Leland Township Board Book. Mr. Mitchell stated that, at the last Planning Commission meeting, the commissioners focused on looking at lot coverage and the Master Plan. Larry Sullivan, the Planning Consultant, provided two chapters for PC members to review.

### **Harbor – Harbormaster Jeremy Anderson**

Mr. Anderson was absent from tonight's meeting; however, he provided a status update to Ms. Brookfield via email. The fuel dock was closed on Monday, November 7<sup>th</sup> and Mercer pushed the fuel back to the tanks for the winter. The dock and fire suppression lines were winterized. On Tuesday, November 8<sup>th</sup>, the public restrooms were closed and winterized; a note was posted on the bulletin board indicating that public restrooms are

closed until the spring of 2023. The de-icing equipment has been installed and is ready to use. Mr. Anderson is working on applying for the new dredging permit with EGLE and is getting everything in order. He summarized that everything is going well and the team is enjoying a much-needed break from the busy season.

### **Sewer – Mr. Steve Patmore**

Mr. Patmore stated that all readings are normal for this time of year. The lagoon levels are up to 4.7 due to significant rainfall. There were some nuisance issues pertaining to the biofilter and they believe these problems were electronic in nature. There is some slight leaking into the drain fields and Mr. Patmore stated that he is looking into obtaining new actuators. There are several projects that the team is trying to complete during the fall, winter and early spring.

Mr. Patmore stated that there was an issue with the Leland Public School. Some damage occurred when work was being done on the playground; this was not a pumping issue but a contractor issue.

They are working on a couple of community projects. The calcium nitrate program is finished for the season; this was being done at the harbor but this area does not get much use in the winter. Mr. Patmore is looking at a mechanical system and stated that this would be much less expensive in the long run than using calcium nitrate. He commented that it takes longer for a gallon of sewage to get from Duck Lake Road to Thompson Street in the winter. During a recent power outage, things worked well. Mr. Patmore is currently reviewing an assessment report now. When reviewing this report, he wants to inquire about routine maintenance so that we are not thinking about having to replace things regularly. It was reported that the Sewer Commission meetings are held the first Friday of each month starting at 10:00 a.m.

### **Parks and Recreation – Mariann Kirch**

Ms. Kirch stated that Ken is working on winterizing the park with leaf clean-up and in putting trash bins away. Some overgrowth was removed at Schneider's Beach and Nedows Bay Beach. The large tree that fell at Van's Beach was also removed; this was a hazard. At the last meeting, the committee discussed potential improvements to the docks at Seltzer's Park and Nedow's this winter as well as taking the necessary actions to apply for a Michigan SPARK grant for our parks. Ken texted Ms. Och and stated that the burn pile would be taken care of today. The porta johns are still out. Ms. Och noted that she has spoken to Williams and Bay twice; they should be bringing these in soon. She added that we should not be charged for these beyond October 21, 2022.

## **Facilities – Keith Ashley**

Mr. Ashley reported that the Committee has taken a two-pronged approach to their current assignment. They were directed to investigate Grove Park as a potential site for the new township office building; however, they are also looking for another parcel of land. The Committee spoke to 14 property owners but none were interested in selling. One individual has indicated that they may be interested in selling if there was a nice offer. Mr. Ashley stated they spoke to a realtor and this parcel would cost over one million dollars; however, they are pursuing discussions with this owner.

They are also meeting with Bob Hawley who is building the new building on the former township hall office location. He is available to configure the lower portion of the building to support any requests that the township has for this space. The committee explored several configurations with Mr. Hawley. Mr. Ashley indicated that time is running out as Mr. Hawley has indicated that they are ready to begin pouring concrete. This does not leave the Board much time to make decisions and Mr. Ashley stated that we do not yet have a firm quote from Mr. Hawley; we only have round numbers which indicate that this project would cost approximately one million dollars over a ten-year time period.

Mr. Ashley stated that all sites which have been looked at would accommodate the township office and added that they are looking at any property that would accommodate a 3,200 square foot building in addition to the Grove Park site. Mr. Ashley reviewed a document that shows the breakdown of dedicated space within the building. The Facilities Committee would like feedback from the Board so that the architect can begin to prepare a rendering of the building. Mr. Ashley stated that a meeting was also held with Mr. Dan Lisuk, President of the Old Art Building. The purpose of the meeting was to obtain different influences from the community in terms of what the building could look like. Mr. Ashley will have additional information regarding this by December 2, 2002.

Mr. Ashley noted that there is a lot of chatter on the Leelanau County Facebook page; people are commenting about not using Grove Park for this project. Mr. Ashley reported that he is responding to these comments as appropriate.

With regard to the cost report, Ms. Och inquired about a “core factor”; Mr. Ashley stated that he believes this figure is similar to a “fudge factor”. Ms. Och also noted that there is no information under the category for parking spaces. Mr. Ashley stated that the Committee first needs to determine where the building will be sited in Grove Park; the number of required parking spaces would then be determined. Regarding the number of parking spaces, Ms. Och stated that there were 12 spaces at the former location. For day-to-day business, this was acceptable but there were problems when large meetings were held.

Ms. Och stated that this is a great deal of information to digest. She asked if an action item was needed at the next meeting. Mr. Ashley confirmed and stated that they would like the Board to state if 3,200 square feet seems like the correct size for the building. If

so, he will send this information to the architect to get a quote on preparing a rendering. Ms. Och stated that her personal wish list would also include an outdoor area that could be used by park goers and possibly by staff or for meetings. The Parks and Recreation Committee has always expressed an interest in meeting outdoors but Wi-Fi is needed.

Mr. Ashley reiterated that the Committee has spoken to 14 property owners; they are speaking to three more this month. The Committee is trying to find the ideal location that will also support the building configuration. He added that property is very scarce and is also quite expensive.

Ms. Och asked Ms. Brookfield if she had any feedback from the recent election. Ms. Brookfield stated that, due to recent changes in election law, they are required to be in the office while administering elections across the township. They do not have the staff since Leland Township is small so having elections in a Town Hall will make things more secure and efficient. Ms. Brookfield provided the Facilities Committee with a list of requirements in order for us to be compliant with the law. She added that it would be ideal if all operations were under one roof as the township currently has limitations.

#### **TREASURER'S REPORT:**

Ms. Garthe reported that October was a partial sewer billing month; a total of \$69,555 in sewer funds was collected. Property tax revenue continues to come in; 150 parcels still need to pay their summer tax bill. She stated that this is a normal number of outstanding bills that still need to be paid and a reminder note will be included with the winter tax bills. Ms. Garthe received \$42,500 from the State of Michigan for revenue sharing and transferred \$15,000 from the capital improvement account to pay for sidewalk repairs. A total of 16 payments have been taken in for the sidewalk project. Ms. Och inquired about the large number of voided checks during October; Ms. Garthe stated this was due to a printer error.

**ACTION:** Mr. Mitchell moved to approve the Treasurer's Report as presented; supported by Ms. Brookfield. Motion carried.

#### **SUPERVISOR'S REPORT:**

A copy of the Supervisor's Report can be found in the Leland Township Board Book. Ms. Och reported that the Sunset Shores project continues to inch forward. The Leelanau County Road Commission (LCRC) denied permission for a permit to cross under County Road 641 at an angle, as the project is drawn, so the engineer is revising the plan to go under 641 at a right angle. Ms. Och stated that a productive meeting was held with Marie Korson and she is no longer concerned about too much of her property being affected by the easement.

Ms. Och thanked Ms. Garthe for discovering an error on the L-4029 that was approved in September. The error showed a reversal of the Fire Operating and Fire Equipment millages on the form but the error has been corrected.

Ms. Och distributed comments that she received regarding the draft Parks Ordinance.

Ms. Och completed a survey of streetlights prior to the last windstorm and found that 12 were nonfunctional.

Mr. Rick Koehler who is the Treasurer of the Old Art Building contacted Ms. Och about a proposal to privately fund a sidewalk from the southwest corner of River and Main to the Cove, with the idea of using this sidewalk to frame a proposed mural on that side of the Leland Mercantile Company. Mr. Koehler stated that the mural would be a desirable place for individuals to want to have a photo opportunity. Ms. Och is awaiting drawings from Mr. Koehler to make the best determination regarding interacting with the existing roadway.

Ms. Och reported that Ms. Jessica Carpenter from MDOT was unable to tell her precisely where the road right of way is in front of Trish's Dishes. The property manager will attempt to get all patrons to parallel park as opposed to parking crosswise.

Ms. Och recently attended a meeting of all supervisors in the County face-to-face ; this is the first time the group has met in this format since the pandemic began. Ms. Nancy Popa from the Lake Leelanau Lake Association would like all townships surrounding Lake Leelanau to assist in funding an invasive species program. The supervisors are not yet entirely clear on what will be required. The request was not enthusiastically received but was not discounted either.

Ms. Och stated that she is proposing that we request funding for five self-contained light rings with covers for our Lake Michigan shoreline under the Par Plan Grant.

In conclusion, Ms. Och stated that it has been a busy month and noted that the second power outage occurred just before the election. She commended the power company for contacting the County to make sure that all election equipment was working effectively.

#### **ACTION ITEMS:**

1. **Authorize Chief Besson to initiative purchase of ambulance to replace Alpha 591**

Chief Besson presented a proposal to seek permission to purchase an ambulance to replace Alpha 591. Alpha 592 which is a Dodge ambulance was replaced one year ago. The Department would now like to get in line to make this purchase. Various organizations have written letters expressing concern over the supply chain problems that have led to a shortage of ambulances. Previously there was approximately a 24-month turnaround time from when an order for an ambulance was placed to delivery.

There is a chassis issue with the ambulance to be replaced; Chief Besson stated that other areas are experiencing chassis issues, too. Once we are in line, it will now be a 36-40 month wait to get the ambulance. There is currently no VIN assigned but one should be assigned by the end of the year.

There are some options here. The ambulance can be purchased used, a demo can be purchased or a new ambulance can be purchased; the preference is to purchase new. The used ambulances are similar to used cars; there are no frills but a new ambulance would have all of the bells and whistles. We would have two ambulances that would look and operate the same; the new ambulance will serve the community for ten years.

Chief Besson submitted a very detailed report to the Board. An original cost of \$265,000 has now escalated to \$319,681 if the order is submitted today. The industry is now seeing the highest volume and the highest percentage price increase for ambulances. The supplier we use is Grove and they have 3,000 orders. If the Board were to approve this request, this would allow us to get in line; 10% of the total cost would need to be factored into next year's budget as a deposit. Ms. Kirch asked if the price is locked in. Chief Besson stated that if we make a decision within 30 days, we can defer the deposit for a short time, but not for long. The vendor took our current ambulance and prepared specifications based on what we have. He stated that the quoted costs are similar to what Fire Chiefs around the country are receiving from other ambulance vendors in the market.

The 2017 ambulance was projected to be used until 2027. They are weighing the wear and tear now, usage, etc. to see if the ambulance could be ordered next summer. Chief Besson stated that in December, the Louisville plant will change over from making 2022 units to 2023. Mr. Mitchell asked if Chief Besson hoped for a 12-month turnaround time on delivery but asked if it is really closer to 18 months. Chief Besson replied, "Yes".

The Department spends a lot of money in preventive maintenance. A ladder truck is currently in Muskegon for this type of maintenance at the present time. Mr. Mitchell asked if we put the 10% down, is the balance due upon delivery? Chief Besson replied "Yes, upon final inspection and delivery". Alpha 592 does not have a VIN at this time. Ms. Och inquired if we are sure that we are going to get a 2022 chassis. With the 2023 chassis, this could be a diesel ambulance rather than gas. Ms. Kirch asked Chief Besson if he would wait for a gas ambulance. He replied that he tends to prefer gas, but we would probably take what we can get. When transporting patients during the night, the ability to obtain fuel is an issue for consideration. Chief Besson stated that we would wait for a four-wheel drive as that makes a difference in the weather we experience in this area.

Ms. Och asked if the request was for the board to authorize the purchase so that Chief Besson can tell the vendor that we want to move forward with purchasing

the ambulance; he stated that this is correct and that he would like the ability to begin the conversation with the vendor. Ms. Brookfield stated that she does not want to see the price increase further. She recommends taking the money out of the money market account to avoid factoring the cost into next year's budget. Chief Besson stated that we are able to specify the exact year that we wish to purchase the ambulance.

Ms. Och asked Chief Besson if he foresees the price decreasing. He replied that he does not know as this is not his area of expertise but added that the Board can study the information further if they so desire. Ms. Och commented that it would be prudent to get in line now so that we do not lose the bet and end up being down one ambulance. Ms. Brookfield feels that we need to get in line now. Chief Besson stated that the cycle has been vicious since Covid. Ms. Och asked for a motion to take action in this matter.

Ms. Brookfield moved to authorize Chief Besson to initiate the purchase of the ambulance to replace unit 591. She also moved to authorize the 10% deposit as well as allowing Chief Besson to make the decision when to make this payment in order to avoid a future price increase in this fiscal year. Supported by Mr. Mitchell. Motion carried.

2. **Authorize Supervisor Och and Parks and Rec Committee to pursue SPARK Grant for Hancock Field upgrades**

Ms. Och stated that Action Items 2 and 3 are each about the SPARK grant. Ms. Och and Ms. Garthe recently attended a live webinar on this topic and noted that this is a very involved grant process. The minimum grant amount is \$100,000 and the maximum is \$1 million per project; Ms. Och believes this presents some interesting opportunities. The requestor is permitted to submit up to three project proposals and these must be prioritized. The deadline for submission is December 19<sup>th</sup> and the grant money will be awarded in January. Ms. Och is proposing two possible projects for the SPARK grant.

First, she proposed that a grant request be developed for work that needs to be done at Hancock Field. Funding could be used to rebuild the grandstand and softball field; this would take care of the most dangerous structure at the field. Second, Ms. Och proposed submitting a grant request for the library seawall.

Ms. Och would need to develop rough cost estimates. We know the cost to rebuild the grandstand but do not know where it should be located. The grant application is in the board book so that the Board members can see what the organization is looking for from proposals. Ms. Brookfield asked Ms. Kirch if this is the park that they wish to focus on; Ms. Kirch replied, "Yes" but added that she is unsure if we qualify for the grant. Ms. Och asked why we would not qualify. Ms. Kirch stated that leasing of property to a school is an issue as well as language about sporting events; this language appears at the bottom of page 7 of the

criteria. Ms. Och stated that we need to prove that people watch sports at Hancock Field and that it is not more than 25% of the use of the park. She noted that other events are held here, too. Ms. Kirch suggested that we look into this further. Ms. Och has placed a telephone call and will ask questions when her call is returned. The Leland Public School may need to sign off on this initiative. Ms. Och explained that our arrangement with the school is somewhat unusual but this is not the same as an entity that leases space out for weddings or other events.

Mr. Mitchell stated that he believes the lease is the issue with the first proposal and he added that the seawall does not fit the criteria either. He commented that the grant is a low-income grant; Ms. Brookfield added that our mean household income in the township does not qualify us for this grant. With regard to Grove Park, Mr. Mitchell stated that we do not know what we want for this park now but we will know more next year. Mr. Mitchell added that another issue is ADA compliance. We cannot put all of this information together in four weeks. He believes we should keep our options open for Grove Park but that two opportunities to submit a proposal should not be used at the present time.

Ms. Och stated that if we are able to get beyond the lease issue, either way, we need to pay to get some of the necessary work completed. Ms. Kirch has a rough estimate of the costs to the township. Mr. Mitchell stated that another issue is that this expands the number of stakeholders. Leland Public School may get involved but this would have to do with high school athletics, too.

Mr. Mitchell and Ms. Och discussed the criteria. Ms. Och noted that the words “for viewing” are odd as used in this context. She stated that people who reside in the township want things and our mission as board members is to serve the community. Discussion ensued regarding the possibility of conducting a study as well as how the board could communicate with the community on these proposed projects.

Mr. Mitchell stated the study may get beyond the scope of the project. He feels that Grove Park is the best choice for a proposal under the terms of this grant. Ms. Brookfield added that whether Grove Park is the site selected for the future Town Hall or not, the park needs to be refurbished.

Ms. Och questioned during the webinar if an entity is rejected, can they re-submit with different specifications. The question is whether modifying an application results in a new application. Mr. Mitchell read aloud the criteria regarding “modified” and “reapplied” and equates this to a new application. He added that we need to check this out further before proceeding.

Ms. Brookfield moved to table Action Item #2 for further research; supported by Ms. Garthe. Motion carried.

3. **Authorize Supervisor Och to pursue SPARK grant for Library Wall reconstruction**

With regard to applying for a SPARK grant to address the Library seawall issue, Ms. Brookfield asked if the lease is an issue in this case. Ms. Och replied that the lease is not for the grounds; the township is responsible for maintaining the grounds. Ms. Brookfield stated that we do not want to pursue this for the library seawall; Mr. Mitchell concurred. He discussed the issues of income equity, having residents with physical and mental difficulties and stated that the grant proposal is not worth submitting. Ms. Kirch added that she feels the board is wasting their time on these ideas.

Ms. Och stated that the area is well-visited. It is served by a BATA bus. She noted that there are very few opportunities to access the river that do not involve passing through someone's yard. Fishtown is difficult to access for those with a handicap. Ms. Och feels more optimistic about applying for a grant to address the library seawall issue. According to the criteria, 19 points are awarded for "Financial Consideration"; this is out of 100 total points. Mr. Mitchell stated that this does poorly under the categories of "Public Benefit" and "Health and Safety".

Ms. Och received an email from the engineer. The engineer informed Ms. Och that we have a limited number of years on the library seawall. Mr. Mitchell stated that he is following the recommendation of the seawall report from April 2020, which advised that work be done in the next five years.

We are taking our chances and if one piece goes, it will have a zipper effect. Ms. Brookfield stated that the issue is that we did not have money for this project, not that we are dragging our feet on this matter.

Ms. Och asked the Board if they would meet for a workshop to prepare a grant request if she can get some of the answers that are needed to go forth. Ms. Brookfield stated that she would feel very rushed to meet a deadline of December 19<sup>th</sup>. Ms. Kirch stated that we are not downtown Detroit and this is not going to work in this location although she respects the work that Ms. Och has put into this endeavor thus far. Ms. Och agreed but added that nobody will throw money at us so we must be strategic in terms of how to raise the needed funds. Mr. Mitchell stated that we are being strategic here and noted that we are not the target market for what the organization is looking to fund. He added that he prefers Grove Park and Hancock Park over the sea wall.

Ms. Brookfield stated that no motion is needed on this item. No action taken.

4. **Facility Use Request for Hancock Field Ice Rink**

Ms. Brookfield asked if the school is providing the liability for the use; Ms. Och replied, "No" and stated that this is not a school project. Ms. Brookfield confirmed

that the township is the insurer and Ms. Och replied, “Yes”. Discussion ensued regarding lighting for late night hockey playing and the costs associated with lighting. Ms. Kirch inquired about a problem with the water and asked if a pump was left on; Ms. Och replied that it had to do with a plumbing problem. Ms. Och stated that Tim McNeil and Jeff Keen were not talking to one another on this matter; Mr. Keen will speak to Mr. McNeil to find out what they have to do to correct this problem. The hydrant was not put back together again. They are not sure why a new piece was purchased and the plumber did not use it. No stakes will be put in the ground this year. Ken thought that something had happened with the irrigation but it was noted that moving the scoreboard may have affected the irrigation. Ms. Brookfield stated that the ice rink got a lot of use and people loved it. Ms. Och agreed and commented that this started as a result of Covid; people liked the idea of their children being outdoors as they did not want them to play inside in a gym.

Ms. Brookfield moved to approve the facility use request for the Hancock Field Ice Rink for the winter of 2022-2023; supported by Ms. Kirch. Motion carried.

5. **Set timeline for RFP for 2023 cleaning of Public restrooms at Harbor**

Ms. Kirch distributed a timeline for the RFP process with regard to the cleaning of public restrooms for 2023. Ms. Och noted that the timeline seems a bit late as the budget is typically completed by March 1<sup>st</sup>, the new fiscal year begins on April 1<sup>st</sup>. Ms. Kirch stated that the RFP is done and she is open to suggestions from the board as to anything that should be added or subtracted. She also has a commercial cleaning service agreement prepared that will meet our needs. Ms. Kirch has an article from the Michigan Township Association (MTA) that discusses the competitive bid process for townships. Ms. Kirch feels that we may not receive a good response from possible vendors and she may need to contact cleaning services and ask them to come out to provide a bid. She has already contacted several companies in Traverse City and obtained some information from various company websites regarding insurance liability, contracts they have signed, etc.

Mr. Mitchell inquired about when the bid period would be announced and when it would begin. The bid process could be opened up in January. Ms. Brookfield asked if we could award the bid on February 13<sup>th</sup> at the Township Board Meeting but if no bids are submitted, the Board can then re-group to discuss the next steps. Ms. Kirch stated that the timeline could be moved up and reiterated that we need to know our costs since the budget is discussed in February.

Ms. Och stated that we typically have a deep cleaning prior to the start of the season. She inquired if there is a plan for emergency cleaning. Ms. Kirch stated there are things that have been spelled out in the document. She stated that there was language in the contract which stated that the township had the right to

contact the vendor if services were needed; she believes this may have been taken out but will check.

Ms. Och asked Ms. Kirch if she would like to have the prospective bidders attend a meeting. She proposed providing this opportunity one time so that all prospects can come to find out information about the job. Ms. Kirch could contact cleaning services in the area to see if they are interested in attending this meeting. If bidders attended the Township Board Meeting, a submission deadline could be set for February 6, 2023. The meeting in January would be an informational meeting and could be held on Thursday, January 19<sup>th</sup>; this would follow the Leland Township Board Meeting, which is scheduled for Monday, January 9<sup>th</sup>. Ms. Kirch stated that there is a company in Traverse City that she would like to speak to as they clean government buildings; she is unsure as to how expensive their services would be. Mr. Mitchell stated that the bathrooms would need to be open in January for bidders to see.

Ms. Och thanked Ms. Kirch for getting this project rolling. Mr. Mitchell inquired about the timeline. The informational meeting will be held on January 19<sup>th</sup> and Ms. Brookfield stated that bids could be opened on Friday, February 10<sup>th</sup> after 2:00 p.m. The Bidders' Meeting/Township Board Meeting will be held on Monday, February 13, 2023.

Mr. Mitchell moved to approve the RFP timeline as amended; supported by Ms. Garthe. Motion carried.

## **OTHER/OLD BUSINESS:**

### Sewer Commission members

Ms. Och reported that Ms. Richard Roberts will no longer be serving on the Sewer Commission. There is a significant need to recruit individuals who would be willing to serve on the Commission. Ms. Och asked Ms. Carolyn Telgard if she would be interested and Ms. Garthe confirmed that she will include a note about this need when mailing out tax bills. Ms. Och will create another Facebook post. Ms. Brookfield stated that she did not wish to incur the expense of advertising to fill the various roles.

Ms. Garthe asked if the only need pertains to the Sewer Commission. It was discussed that an alternate is also needed on the Board of Review. Ms. Steck informed Ms. Och that she will be stepping down from her role on the Parks and Recreation Committee due to school and other commitments. In one year, there will also be an opening on the Planning Commission. The most pressing need at the moment is to find individuals to serve on the Sewer Commission.

**BILLS AND ACCOUNTS:**

Ms. Brookfield presented the bills that are to be paid for the period of October 11, 2022 through November 14, 2022. Bills in the Leland Township Board Book were for the General Fund, Fire Operating Fund, Fire Equipment Fund, Facilities, Harbor Operating Fund, Sewer Operating Fund and Sewer Equipment Fund.

Ms. Brookfield moved to approve payment of all bills from October 11, 2022 through November 14, 2022; supported by Ms. Garthe. Motion carried.

**CORRESPONDENCE:**

There was no correspondence presented.

**BOARD COMMENT:**

Ms. Brookfield reported that there was a great deal of community appreciation for the people who worked at the polls during the election. Mr. Mitchell echoed Ms. Brookfield's comments and stated that there was a great turnout among voters; he added that it was nice to see that people cared enough to get out and vote. Ms. Och stated that she and Ms. Garthe had quite a bit to do during this election and added that she learned a lot; many people had very good questions. She noted that we could be set-up much better.

Ms. Och commented that there was water damage to the items that are in storage and there is concern as to when the garage door will be sealed shut again. She added that we must get a handle on the facilities issue. Ms. Kirch stated that we are responsible for the records that are in storage so they cannot get wet. Ms. Och stated that she is not too concerned about the wet records; Ms. Garthe believes these are treasurer records.

Ms. Och received a call from FEMA and shared that we are supposed to have our FEMA information stored in the office so that anyone who walks in will see these sheets.

**PUBLIC COMMENT:**

Mr. Atkinson inquired about the seawall and wanted to clarify if this is actually a problem that should be addressed by the Library. Ms. Och stated that, according to the lease with the Library, the township is responsible for managing the grounds and the seawall. It was noted that the current seawall was built in 1975. Mr. Atkinson suggested using steel and not wood. Ms. Och stated that the south end is failing at the present time; Mr. Mitchell stated that the south end was projected to be failing as of 2025. Ms. Och stated that the south end is actually failing now. It was explained that it would cost \$521,000 to construct a new seawall made from timber, \$261,000 using riprap and \$686,000 using steel pilings; however, steel would last for 100 years. A seawall constructed of timber would last between 60 and 70 years. These costs are all in 2020 dollars. Ms. Och commented that she spoke to the Library Board.

Mr. Mikowski inquired about our current needs relative to the purchase of a new ambulance. He stated that Cleveland and Centerville Townships were once self-sufficient; in this case, he asked what this would do to the needs of Leland Township. Mr. Mikowski expressed concern regarding the community projects that Mr. Patmore discussed. He believes a mistake was made by granting six REUs without first holding a Public Hearing in this matter. Mr. Mikowski asked if the meetings for the Facilities Committee are posted. Ms. Brookfield replied, "Yes" and added that they are posted in the Public Notice section of the Leland Township website.

Mrs. Mikowski stated that she does not want Grove Park used for the new township office building. The park belongs to the residents and she indicated that she is tired of people destroying the community. She stated that she has lived in other locations but noted that Lake Leelanau has its own identity. Mrs. Mikowski stated that she was successful in having a township supervisor recalled in the past.

**ADJOURNMENT:**

Mr. Mitchell moved to adjourn the meeting at 9:20 p.m.; supported by Ms. Garthe. Motion carried.

The next meeting is Monday, December 12, 2022.

Respectfully Submitted,

Lisa Brookfield, Clerk  
Allison Hubley-Patterson, Recording Secretary

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Susan Och, Leland Township Supervisor

\_\_\_\_\_  
Lisa Brookfield, Township Clerk