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**Minutes of Centerville Township Annual Meeting of the Electors  
Saturday March 19, 2022 10:00 AM  
Meeting will be available on Zoom  
Link information is appended below  
Special Township Board Budget Meeting to follow**

**PRESENT:** James Schwantes, Katrina Pleva, Ron Schaub, Dan Hubbell, Elizabeth Chiles

**GUESTS:** Patricia Soutas-Little, Tim Johnson and 7 members of the public

- 1. Call to Order by Moderator (township supervisor)/Pledge of Allegiance:** Schwantes called the meeting to order at 10:00 am. Reminder that this is a Meeting of the Electors, not a Board meeting. Also, Board of Trustees will meet immediately following to discuss budget for 2022-23.
- 2. Individual Introductions**
- 3. Public Comments and Agenda Additions—**
  - 1. Agenda addition: 11: Public Meeting to discuss expenditure of American Rescue Plan Act (ARPA) funds**
- 4. Motion to Approve Annual Meeting Agenda**

**MOTION:** T. Johnson moved to approve agenda as presented; seconded by Chiles. Motion carried. Yeas: 13 Nays:0
- 5. Review/ Approve Previous Meeting Minutes from March 23, 2021 (Attached)**

**MOTION:** Pleva moved to accept Minutes of March 23, 2021 Annual Meeting as presented; seconded by Schwantes. Motion carried. Yeas: 13 Nays:0
- 6. Leelanau County Commissioner Report—**Patricia Soutas-Little, District 5 Centerville and Leland Townships Commissioner, delivered the annual commissioner report; reviewing accomplishments of the committees she served on during 2021-2022. Ms. Soutas-Little's full report is posted on township website. Ms. Soutas-Little expressed gratitude for the opportunity to serve her constituents for these past (nearly) 8 years. She has enjoyed working together with many of her constituents. She commended Kama Ross (retired District Forester), who is running as her replacement for the District 5 commissioner seat.

**Public comment:** D. and MA Borton thanked Soutas-Little for her service, highlighting in particular Soutas-Little's tireless work in bringing improved broadband internet to the county. J Franzee praised Soutas-Little's leadership as well as her ability and desire to work across the aisle to accomplish goals that benefit Leelanau citizens. J. Reinhardt thanked Soutas-Little for her job well-done and indicated that she will be sorely missed. D. Doorlag expressed deep appreciation for Soutas-Little's work on behalf of her constituents. Hubbell echoed these comments, saying: "You have been an amazing Commissioner." Schwantes also praised Soutas-Little for her hard work and devotion, indicating that she has been the only Commissioner to have attended all of Township's Board of Trustee Meetings as a commissioner for her 8 years. She has worked hard on behalf of the citizens of Centerville, actively addressing concerns that have been expressed about such issues as roads and curbs, building department issues, brownfield and the cleaning of an oil spill at the township. Her work has been deeply appreciated and an excellent example of what can be achieved when we all are working together.

- 7. Cedar Area Fire and Rescue**—Fire Chief Andy Doornbos delivered the annual report, reviewing accomplishments of CAFR this past year. Doornbos' full report is posted on the town website. Public should pay special attention to the Public Education section of the report for things that the public can do to assist emergency personnel. (Full report presented when Doornbos arrived later in the meeting).

**Public comment:** Schwantes briefly discussed how supervisors of the 4 townships in the fire interlocal agreement recently worked together to develop a Memorandum of Understanding which addresses equitable sharing in the maintenance and future improvement of the fire station. Hubbell—extended his congratulations to the fire chief and to the township supervisors for sensibly working through the funding of maintenance for CAFR. D. Doorlag asked how to sign up for property assessment. Doornbos indicated that she could send an email to him or call the Fire Station. Borton asked whether the annual report was available. Doornbos indicated that it can be accessed from the CAFR website. [The chief's annual report will also be included with township minutes on the township website]. Borton asked what was the best way to support fire department relative to smart 911 and code red. Doornbos responded to just spread the word. Schwantes also asked for a summary of these public education actions that he could include in his outreach emails to constituents. Borton asked whether there was detail in the report about ALS? Doornbos responded that the report gives information about the Bennett Bill and why it is that CAFR can provide ALS, even though it does not yet have a fully staffed ALS.

- 8. Leelanau County Road Commission**—representatives of the Commission were not present; Schwantes covered the update on roads under agenda item 12 at this point.
- 9. Planning Commission Update**—Tim Johnson, Planning Commission chairperson, delivered the accomplishments and activities of the Planning Commission this past year. His full report is posted on the township website. Johnson mentioned that the Commission will continue to meet on an as needed, rather than on a scheduled basis. [Dan Hubbell is the Township Trustee Rep to the Commission.]

In terms of goals for 2022, Johnson indicated that the Commission:

1. will continue to watch state legislature's position on, and any legislation about, short term rentals (STRs).
2. will inventory special uses within the township such as camp grounds, wineries, and other event venues. Part of the PC master plan is to be aware of these event venues so that when PC receives a site plan review request for an event, they have the

necessary information for the review.

3. will collaborate with the Board of Trustees to develop a long-term capital improvement plan, if desired
4. will continue to support availability of affordable workforce housing
5. will monitor development at SugarLoaf and be involved as necessary
6. will encourage investment to support access to broadband internet

**Public comments:** Schwantes mentioned that there is an upcoming conference on encouraging renewable energies, Schwantes will let PC know details when he has them.

Chiles—asked whether the Commission will move forward on policy statements concerning STRs once the state’s position is clear? Johnson—the Commission will wait until the state’s position is clear and then move accordingly, including local policy development if deemed necessary.

**10. Salary Resolutions** –No resolutions for salary increase were requested by board members. After many years at the same salary, Trustees will receive a \$25/meeting raise from \$100/meeting to \$125/meeting this year. This raise will have no impact on the budget.

**11. Public Meeting to discuss expenditure of ARPA funds**—Township will be receiving a total of approximately \$130,000 in ARPA funds. Half of this amount has been received to date. **The** Township plans to have a special meeting to solicit citizenship input for use of these funds; supervisor has also been receiving written input from citizens on how to spend ARPA funds. Township Board is most interested in investments with long-term impact and for which funds are currently not available. ARPA funds can be used for any normal function of township jurisdiction.

Two projects which have already been committed: 1) Improving the township’s ability to continue to stream township meetings, providing increased access to citizens. 2) Constructing an Absentee Voter Counting Room that meets the state security requirements. This area will also serve as much improved storage area for the documents that the township is charged with preserving.

Finally, there will likely be a modest *earnest-money* investment in the county broadband internet plan.

**Public comment:** D. Doorlag asked whether the Board would be open to presentations by specific groups such as AIS at the special meeting? Schwantes indicated that they would, also indicated that he is working with the Lake Association on water quality and more global planning for all communities abutting the Lake.

**12. Township Road Improvements**—Current plan to reconstruct Chalet area roads is still in place, with preparation to begin later this spring. A chip-seal layer will be put down in mid-June followed by asphalt layer in August. The residents in the area will be assessed 25% of this cost through a Special Assessment District. The township community will fund 25% of the project, and the Leelanau County Road Commission will fund 50%. This arrangement is per our township policy regarding funding of road projects. The total cost for this project will be \$487,970.00. The 25% shares are \$121,993.00. The LCRC has agreed to stretch the payback for this over three years; per law, special assessment payments are to be made every 12 months. Cost for each individual in the SAD will be the same, but individuals will be making a single payment per year instead of 2 payments at half the annual cost.

Amore Road is the next road to address, but funding is an issue. The township has been discussing options with LCRC.

Finally, last year LCRC chipped sealed Schomberg from Fabiszak to Popp

**Public comment:** D. Doorlag asked whether the Board had considered approaching funding

of Amore Rd. in a similar manner as to how it was done with the Chalet Rds.? Schwantes responded that since Amore is not a closed road, as the Chalets are, it presents a more complex funding picture. Special Assessment Districts are formed with a direct line to those who benefit from the improvement. This is not as easily done for an open/public road such as Amore. One approach would be for the township to set up a district with a plan to improve all roads, but that is much more complicated.

MA Borton asked whether Overby were on the township's list for improvement? Schwantes indicated that yes, it is on his list and he is aware of the poor condition of the road. In conversations with LCRC, Schwantes indicated that one possibility is that the road will simply be ground back down to gravel. Road is long, and is effectively a dead-end. LCRC has not expressed an interest in improving it. D Borton—are there other ways that residents could open a dialog and influence the decision-making around the cost of fixing the road? Schwantes—if citizens wished to meet with LCRC to discuss options, Supervisor would be glad to arrange and to facilitate. Township funds for addressing Overby would not be available until after Amore is resurfaced. Since this is a dead-end road, similar to the Chalets, it would be possible to set up a special assessment district, if all citizens were in agreement with the improvement. Schwantes to create an outline of action steps for a citizen-led road improvement effort that can be sent out to interested citizens.

- 13. Township Hall Improvements**—An additional improvement to the Township Hall that has been contingent on understanding the total road cost for Chalet Road improvement has been replacement of an upper hall window. This may be addressed in April of this year.

**Public comment:** Johnson--Anderson double-paned windows can be purchased at a reasonable cost from Home Depot, as an option for economic replacement of the window.

- 14. Board Member Comments and Answer Questions from the public.**

**Schaub**—Doornbos has done a tremendous job in his first year on the job as Fire Chief. The transition to becoming chief was smooth. He has done an excellent job of bringing the townships together and helping all to recognize what a valuable asset CAFR is for the community. Doornbos and Boomer have worked well together.

**Schwantes**—Dana Boomer has been an important part of the success of CAFR. Dana is the Kasson Township Clerk, as well as a fire fighter and administrative assistant to the Chief, in addition to being the recording secretary for the Planning Commission.

- 15. Public Comments:** D. Borton—expressed gratitude to the Planning Commission for their diligence on zoning ordinances. Lack of issues on Zoning Board of Appeals reflects the Commission's hard work on a strong ordinance.

F. Novak—are there any updates on the future of Sugarfoot Saloon and Grill? Schwantes replied that he was unaware of any solid plans.

- 16. Moderator adjourned meeting at 11:30 – THANK YOU FOR COMING**

Clerk's Signature: \_\_\_\_\_ Date: \_\_\_\_\_