

**SUTTONS BAY TOWNSHIP  
SPECIAL BOARD MEETING  
MAY 26, 2021 MINUTES**

Due to current isolation guidelines this meeting will be via Zoom.

**CALL TO ORDER - SPECIAL MEETING**

Rich Bahle, Supervisor, called the regular meeting of the Suttons Bay Township Board of Trustees to order at 5:15 P.M. on Wednesday, May 26, 2021 at the Suttons Bay Township Offices, #95 W. Fourth St., Suttons Bay, Michigan.

Board members announce name, position, present physical location

**ROLL CALL - Quorum Present**

Rich Bahle, Township Supervisor, in the Township Office  
Dorothy Petroskey, Township Treasurer, in the Township office  
Tom Nixon, Board Trustee, Stoney Pt. Rd., Suttons Bay  
Debbie Slocombe, Trustee, at home in Suttons Bay  
Sandy VanHuystee, Township Clerk, in Township Office

**APPROVAL OF THE AGENDA**

Rich Bahle said there will be no reports, only business for this meeting is what needs to be done..

**PUBLIC COMMENT**

None

**REPORTS** - No reports at this meeting.

**OLD BUSINESS**

1. Memorandum of Understanding: Leelanau Soccer Club/Field use and maintenance  
Tom Nixon said the last page of the Memorandum was edited. "When large groups are anticipated for any soccer event, LSC will make prior arrangements for additional port-a-johns and trash containers, and will be responsible for the additional cost." Denise at Williams & Bay Pumping Service recommends that with any change, add one additional port-a-john and see how that works out.

Debbie Slocombe forwarded the edited version of the Memorandum of Understanding to the Leelanau Soccer Club and will have an answer from LSC for the Township Board's July meeting.

2. Office Remodel

Tom Nixon talked with Andy Rink and told him monies have been approved to move ahead and make plans. When Andy Rink has completed the plans, he will get back with the committee.

3. OMA Training Session: Figura Law

Tom Nixon said Steve Patmore is making arrangements for an OMA Training Session with the Planning Commission, Township Board, and Figura Law. No date has been set yet.

4. Township Noise Ordinance: Review and revision.

Discussion was held about the proposed noise ordinance. Changes to proposed ordinance - Zoning District Use: Residential - 75 decibels-day, 60 decibels-night. Commercial District - 85 decibels-day, 70 decibels-night. Eliminate option 1. Insert option 2 for penalties.

***Tom Nixon/moved, Rich Bahle/supported, to send the township's current Noise Ordinance No. 2 of 2010 and the proposed revised Noise Ordinance to the township attorneys for their legal review and opinion as to which ordinance they could defend. Passed***

**NEW BUSINESS**

1. Document Scanning Contract

Document Scanning Contract submitted for approval from Alcogare LLC, estimated costs for scanning files and drawings as submitted - \$5,000.

***Dorothy Petroskey/moved, Sandy VanHuystee/supported to accept the Contract with Alcogare LLC. in an amount not to exceed \$5,000.00. Passed.***

2. Delinquent Personal Property Tax Write-offs

Dorothy Petroskey submitted Statement of 2013 Delinquent Personal Property Tax Write Offs for approval (10 total parcels for 2013).

***Dorothy Petroskey/moved, Rich Bahle/supported, to approve that the Township for the years 2013 in the amount of \$670.03; 2014 in the amount of \$160.71 and 2015 in the amount of \$166.32 for a total amount of \$997.06 and to authorize the Treasurer to file a petition to the Leelanau County Circuit Court for the relief from the statutory responsibility to collect these personal property taxes. PASSED***

3. Tax Tribunal Case: Fifth Third Petitioner - Acceptance of Recommended Stipulation Amount

Attorney Tim Figura and Christy M. Brow, Michigan Assessing Service, Inc. recommend that the township accept the stipulation.

***Rich Bahle/moved, Sandy VanHuystee/supported, that Suttons Bay Township accept the stipulation of \$228,000.00 taxable as recommended by the township attorney and the assessor. PASSED.***

#### 4. Recreation Committee: By-laws

Rich Bahle and Tom Nixon agreed to form a committee to review the Recreation Committee bylaws that Tom Nixon had prepared.

Comments from the Township Board:

- Debbie Slocombe, requests that she be allowed to take the by-laws to the Parks & Recreation Committee to get their comments.
- Tom Nixon - purpose in developing this document to recognize there are no rules to operate by. Needs to be some way to assist the park to deliver the services they think they need to do. There is a park supervisor that reports directly to the Board and conducts business activities on behalf of the Board.
- Rich Bahle - What does the state statute say about a township applying for a grant, reflecting on what the Recreation Committee is supposed to be doing.

#### 5. Herman Park: Pump Track Location

Debbie Slocombe would like to table the Herman Park: Pump Track Location until the Parks & Rec has a chance to talk about it. Slocome suggests that the Board meet at Herman Park and walk that area. The soil analysis report has not been received. Consensus to take this forward to the next Board Meeting so the Parks & Rec Committee will have time to talk about the pump track location.

Bill Drozdalski said he invited Undersheriff Kiessel to look at the proposed location of the pump track because of his concern about where the pump track is proposed to be is not a good location for security and visual things. Undersheriff Kiessel sent a letter stating the proposed location of the pump track is not a good location. Drozdalski said he doesn't understand why a committee has to approve the location of the pump track.

Rich Bahle said the full Recreation Committee should be involved where it's kind of a master plan process impacting future development process. The Township Board can override the recommendation from the Rec Committee if it feels strongly that safety issues are in play.

Debbie Slocombe said she doesn't think the police will have a large area they have to police at the pump track. Also, take into consideration of moving the dirt for the pump track.

Sandy VanHuystee said the township board should make a trip out to Herman Park, walk it and find out where the pump track is proposed to be located.

It was agreed that some township board members would meet at Herman Park at 9 am Thursday, May 27th, and the remainder of the Board would meet at 12 noon. Rich Bahle and Tom Nixon will meet at Herman Park on Friday, at 9 am.

**PUBLIC COMMENT**

Pete Ostrowski said one issue is working with the mountain bike people.

Gary Hoenscheid said the Rec Committee has never seen bylaws that were written by Tom Nixon.

**BOARD MEMBER COMMENTS**

Debbie Slocombe - Park's & Rec meets the 1st Wednesday of every month.

Elmer's is out at Herman Park moving dirt. Matt Spinniken is doing the irrigation.

Tom Nixon - Suggests the township board hold a meeting at Herman Park.

**ADJOURNMENT**

Rich Bahle adjourned the meeting at 6:17 p.m.

**Minutes by Marge Johnson, Recording Secretary  
Sandy VanHuystee, Clerk**

**Suttons Bay Township**  
**Unpaid Bills Detail**  
 As of June 9, 2021

Type	Date	Num	Due Date	Aging	Open Balance
<b>Accident Fund</b>					
Bill	06/09/2021		06/19/2021		572.25
Total Accident Fund					572.25
<b>American Waste</b>					
Bill	06/09/2021		06/19/2021		3,385.00
Total American Waste					3,385.00
<b>Christy Brow</b>					
Bill	06/01/2021		06/11/2021		444.67
Total Christy Brow					444.67
<b>Consumers Energy</b>					
Bill	06/09/2021		06/19/2021		29.13
Bill	06/09/2021		06/19/2021		39.05
Bill	06/09/2021		06/19/2021		96.81
Total Consumers Energy					164.99
<b>Debbie Slocombe</b>					
Bill	06/01/2021		06/11/2021		127.45
Total Debbie Slocombe					127.45
<b>Dorothy Petroskey</b>					
Bill	06/01/2021		06/11/2021		1,694.84
Bill	06/09/2021		06/19/2021		963.12
Total Dorothy Petroskey					2,657.96
<b>DTE Energy</b>					
Bill	06/09/2021		06/19/2021		85.18
Total DTE Energy					85.18
<b>Envirologic</b>					
Bill	06/09/2021		06/19/2021		6,242.57
Total Envirologic					6,242.57
<b>Federal Tax Deposit</b>					
Bill	06/09/2021		06/19/2021		1,581.02
Total Federal Tax Deposit					1,581.02
<b>Jill Williamson</b>					
Bill	06/09/2021		06/19/2021		140.39
Total Jill Williamson					140.39
<b>Leelanau County Treasurer</b>					
Bill	06/09/2021		06/19/2021		35.87
Total Leelanau County Treasurer					35.87
<b>Leelanau Enterprise</b>					
Bill	06/09/2021		06/19/2021		128.70
Total Leelanau Enterprise					128.70
<b>Marge Johnson</b>					
Bill	06/09/2021		06/19/2021		221.64
Total Marge Johnson					221.64
<b>Michigan Assessing Service</b>					
Bill	06/09/2021		06/19/2021		3,764.58
Total Michigan Assessing Service					3,764.58

**Suttons Bay Township**  
**Unpaid Bills Detail**  
 As of June 9, 2021

Type	Date	Num	Due Date	Aging	Open Balance
<b>Michigan State University</b>					
Bill	06/09/2021		06/19/2021		250.00
Total Michigan State University					250.00
<b>Michigan Township Association</b>					
Bill	06/09/2021		06/19/2021		4,431.45
Total Michigan Township Association					4,431.45
<b>Moses Window Cleaning</b>					
Bill	06/09/2021		06/19/2021		50.00
Total Moses Window Cleaning					50.00
<b>Netlink</b>					
Bill	06/09/2021		06/19/2021		798.00
Total Netlink					798.00
<b>Northern Building Supply, LLC</b>					
Bill	06/09/2021		06/19/2021		45.88
Total Northern Building Supply, LLC					45.88
<b>Paul Whiteford</b>					
Bill	06/09/2021		06/19/2021		1,475.00
Total Paul Whiteford					1,475.00
<b>Pitney Bowes</b>					
Bill	06/09/2021		06/19/2021		200.73
Total Pitney Bowes					200.73
<b>Richard Bahle</b>					
Bill	06/01/2021		06/11/2021		1,181.11
Total Richard Bahle					1,181.11
<b>Sandra Van Huystee</b>					
Bill	06/01/2021		06/11/2021		2,164.94
Total Sandra Van Huystee					2,164.94
<b>Spectrum Business</b>					
Bill	06/09/2021		06/19/2021		271.99
Total Spectrum Business					271.99
<b>State of Michigan</b>					
Bill	06/09/2021		06/19/2021		364.80
Total State of Michigan					364.80
<b>Steven Patmore</b>					
Bill	06/01/2021		06/11/2021		2,857.26
Total Steven Patmore					2,857.26
<b>Team Elmer's</b>					
Bill	06/09/2021		06/19/2021		41,550.00
Total Team Elmer's					41,550.00
<b>Tom Nixon</b>					
Bill	06/01/2021		06/11/2021		127.45
Total Tom Nixon					127.45

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
<b>U. S. Postal Service</b>					
Bill	06/09/2021		06/19/2021		122.00
Total U. S. Postal Service					122.00
<b>Village of Suttons Bay</b>					
Bill	06/09/2021		06/19/2021		65.04
Total Village of Suttons Bay					65.04
<b>William Drozdalski</b>					
Bill	06/09/2021		06/19/2021		224.72
Total William Drozdalski					224.72
<b>Williams &amp; Bay</b>					
Bill	06/09/2021		06/19/2021		111.38
Bill	06/09/2021		06/19/2021		222.13
Total Williams & Bay					333.51
<b>TOTAL</b>					<b>76,066.15</b>

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