LELAND TOWNSHIP BOARD MEETING  
Monday November 9, 2020 – 7:00 p.m.  
MINUTES  

(Leland Township will be holding all meetings remotely under the COVID19 Executive order issued to limit person to person transmission of the virus until such order is lifted. Directions to participate in the meeting via Zoom were included in the posting of the agenda.)  

PRESENT: Supervisor Susan Och, Clerk Lisa Brookfield, Treasurer Shirley Garthe, Trustee Michael Collins, Trustee Tony Borden.  

ABSENT: 0  

GUESTS: 5  

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

APPROVAL OF AGENDA: Ms. Garthe moved to approve the agenda as presented; supported by Ms. Brookfield.  

VOICE ROLL CALL:  
Supervisor Susan Och: Yes  
Clerk Lisa Brookfield: Yes  
Treasurer Shirley Garthe: Yes  
Trustee Michael Collins: Yes  
Trustee Tony Borden: Yes  

Motion carried. 5 in favor, 0 opposed  

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST:  
Tony Borden had a comment. He recommended that Board members and new Board members go back and read the Township’s policy on conflict of interest. The policy doesn’t allow members of the Board to vote on any subject of personal interest to them.  

APPROVAL OF MINUTES  

October 12, 2020 (Regular Meeting): Ms. Och noted a correction on page 5.  
Ms. Garthe moved to approve the minutes of October 12, 2020 as presented and amended; supported by Ms. Brookfield.  

VOICE ROLL CALL:  
Supervisor Susan Och: Yes  
Clerk Lisa Brookfield: Yes  
Treasurer Shirley Garthe: Yes  
Trustee Michael Collins: Yes  
Trustee Tony Borden: Yes  

Motion carried. 5 in favor, 0 opposed  

October 23, 2020 (Special Meeting – open session): Ms. Garthe moved to approve the minutes of October 23, 2020 (open session) as presented; supported by Ms. Brookfield.  

VOICE ROLL CALL:  
Supervisor Susan Och: Yes  
Clerk Lisa Brookfield: Yes  
Treasurer Shirley Garthe: Yes  
Trustee Michael Collins: Yes  
Trustee Tony Borden: Yes  

Motion carried. 5 in favor, 0 opposed
October 23, 2020 (Special Meeting – closed session): Ms. Garthe moved to approve the minutes of October 23, 2020 (closed session) as presented to Board members; supported by Ms. Brookfield.

VOICE ROLL CALL:
Supervisor Susan Och: Yes
Clerk Lisa Brookfield: Yes
Treasurer Shirley Garthe: Yes
Trustee Michael Collins: Yes
Trustee Tony Borden: Yes

Motion carried. 5 in favor, 0 opposed

PUBLIC COMMENT
Mariann Kirch - She concurred with Mr. Borden’s comment. She also noted that she was not acknowledged when she raised her hand.
Steve Mikowski - Mr. Mikowski presented his request to hold a referendum vote on the Leland Township Zoning Ordinance 96-1. He also asked the Board to correct a longstanding error denying a 17 ½ inch side yard setback variance. This is his 290th request. Ms. Och read aloud his request.
Mr. Mikowski also has a comment about the plans for the Provemont Pond area. He requested that no action be taken at this meeting concerning the request for building mountain bike trails. He feels there are too many items that still need to be worked out. Also, we are still in a pandemic and this project is non-essential and non-mandatory. The Planning Commission must first approve the project. Sewage is erupting into the Provemont Pond area. All have been negligent in handling the use of this property. Ms. Och read the entire request aloud.

REPORTS FROM BOARDS AND COMMISSIONS
Fire & Rescue – Dan Besson

The report is on file in the Leland Township Office. There were 35 calls in October. There was a fire on North Lake Leelanau Drive, which required help from other neighboring departments. Brandon Morse was hired full-time. He is a fire fighter/EMT. The Echo vehicle was inspected and approved for use by the state. Look forward to working with new board members.

Chief Besson extended well wishes to Tony Borden and Michael Collins whose terms have ended as Trustees.

Planning/Zoning

Tim Cypher submitted his monthly summary. The Planning Commission has only met once since the Covid pandemic. Mr. Collins expressed that the Planning Commission should have regular meetings to work on the master plan. Ms. Och will pass on his thought to Dan Korson.
Harbor

The new Harbor Master is on the job. The Harbor continued to sell fuel during the deer season. The water level is down slightly. The rest rooms at the Harbor were shut down.

Sewer - Steve Patmore

Influent was 16% higher than last year but not out of normal limits. The lagoon level is slightly down. They would like to get it down far enough to have the sludge pumping done in the spring. There are 2 contractors who are interested. Monitor well results show a downward trend in phosphorous levels.

Our main IAI tech, David Kesby, has left. Our plant continues to be adequately staffed by Tom Lutke and Shane Gustafson, and another IAI employee. The hydrogen sulfide control study has begun. Early this winter they will start using the chemical. They had trouble getting water from two of the monitor wells. Gosling Czubak was called out. One well may need to be replaced. Mr. Patmore has received a lot of calls about the sewer system because the real estate market is high. New homes are being built and being connected. Some border properties to the sewer district have showed an interest in connecting to the Leland sewer system. This will need further discussion. They are currently working on commercial pumping and will bee starting residential pumping.

Mr. Patmore thanked Mr. Borden and Mr. Collins for their service to the Township and their help in getting through the big projects of the Sewer Commission.

Parks & Rec

The porta-johns will be pulled out this week. The trash bins have been pulled. Suelzer Park still has a dock in, but the other docks have been pulled out. The uprights at Emelia’s Landing have been repaired.

County Commission - Patricia Soutas-Little

Ms. Soutas-Little gave an update on the Popp Road recycling site. The County will be looking at engineering drawings of the area tomorrow at their meeting. There will probably be a vote on Airport governance at tomorrow’s meeting. The anti-bias training was last week. The training is on You Tube, so anyone can take a look at it. The County interviewed candidates for the Road Commission position and chose Garthe Greenan.

TREASURER’S REPORT

Ms. Garthe reported on income and expenses for the last month. There were no unusual bills. The Township received a revenue sharing check. It was a partial sewer billing month. Summer taxes continue to come in. The township will decide about putting some funds in a higher interest bearing account next month. Ms. Garthe has been keeping track of interest rates.

ACTION: Ms. Brookfield moved to approve the Treasurer’s Report as presented; supported by Mr. Collins.
VOICE ROLL CALL:
Supervisor Susan Och:   Yes  
Clerk Lisa Brookfield:    Yes  
Treasurer Shirley Garthe:   Yes  
Trustee Michael Collins:   Yes  
Trustee Tony Borden:    Yes

Motion carried.  5 in favor, 0 opposed

SUPERVISOR’S REPORT

Ms. Och took a look at the shielded lights recently installed in Northport. She did not observe that the lights did much to lower light pollution as intended. Two lights in Lake Leelanau were repaired.

Ms Och has discovered that the Township is not in compliance with the requirements of bond issuing. This would be in regards to Sunset Shores. The Township needs to spend down the Station bond money. Chief Besson is working on some suggestions.

A road end proposal was submitted by Tim Parvin (Oak Street – road end to the Leland River). He would like to see it used to launch kayaks and small watercraft. Mr. Parvin also started a petition drive which met with some resistance in the neighborhood. There is already a location on the river to launch kayaks. There is no parking available at the proposed road end and there is an underwater sewer pipe in the area that could be damaged with increased water traffic. It is a right of way for the sewer line and a road ending.

On November 1, there was a power outage to about 300 households. Leland School graciously offered their building for people to warm up or use their cell phones.

The Reynolds Street litigation came up with a tentative agreement. Bill Henn, the attorney for the Road Commission, is writing it up. It cannot be discussed further by the Board until the written agreement is done.

The insurance company is handling the case of a woman taking a fall on the sidewalk at the Merchantile.

There is a meeting on December 2, 2020 to discuss the new FEMA maps.

ACTION ITEMS

1. **MERS pension adoption agreement January 2021-22**  
   This is the same agreement from last year but specifically for the Fire Chief. We will see more of these as other employees are moved over to MERS. Enrollment in MERS was part of the Fire Chief’s contract.

   **ACTION:** Ms. Garthe moved to finalize the agreement and submit it to MERS to start January 2021; supported by Mr. Collins.
2. **Fishtown Preservation Society request to use the harbor parking lot**

FPS would like to place the north end of the Carlsons Fishery building on the Harbor parking lot in order to build a new foundation. The building will be removed from the parking lot no later than May 15, 2021. The project is insured.

**ACTION:** Mr. Collins moved to approve the FPS request to use the Harbor parking lot; supported by Ms. Garthe.

Motion carried. 5 in favor, 0 opposed

3. **Sidewalk engineering proposal from Gosling Czubak.**

The proposal is for the engineering part of the job. Ms. Och noted the streets that are involved. $28,500 is proposed for the engineering phase. Ms. Och said it is a fixed price. The plan is then put out a RFP for bids on the repair work. An extra fee would be charged for handling the bidding or construction management. If a project is more than $15,000, we are required to have the project engineered. There is $60,000 budgeted for the sidewalk project.

**ACTION:** Mr. Borden moved to approve $28,500 for the engineering proposal on the sidewalk repair; supported by Ms. Brookfield.

Motion carried. 5 in favor, 0 opposed

4. **Authorize purchase of the MTA Online Learning Subscription**

This is a subscription offering for MTA classes. Our best option would be the plus package for 1,000 a year. This would not include training for new officials and may not
include Board of Review training. This online training is in lieu of in person classes. Mr.
Collins expressed that he did not think employees would not be that interested.

**ACTION:** Ms. Garthe moved to authorize the purchase of the online subscription for $1000;
supported by Ms. Brookfield.

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Motion carried. 4 in favor, 1 opposed

5. **Provemont Pond Recreation Area Mountain Bike and Multi-use Trail Project Agreement**

Molly Steck was present to explain the project agreement. She is a member of the Parks
and Rec Commission and Bike Leelanau. There is a 1 mile loop around the pond which
would be further groomed and a bridge over the stream that would be upgraded to
ADA specifications. They would also like to build 3-4 miles of trails. The trails would be
multi-purpose for bikes and on-foot. $33,546 has already been raised. Building a trail
would cost approximately $15,000 a mile. They have also been applying for grants. Ms.
Brookfield reported that she has heard from a lot of people who are excited about the
project. Mariann Kirch objected to rushing into this. She stated that there are other
bike trails and Grove Park is in need of some work. There is also a sewer plant in the
vicinity. Ms. Och read through the memorandum of understanding. Mr. Borden
commented that the document presented falls short of a project agreement. The
concern is for the liability of the Township at this point of the project. A memorandum
of agreement is not binding, while a project agreement assigns responsibilities and is
binding. Also, Bike Leelanau is not an entity unto itself but a part of the Northern
Michigan Mountain Bike Association. Mr. Borden suggested that a master plan should
be done for the Provemont Pond area.

**ACTION:** Ms. Brookfield moved to table the discussion and invite Molly Steck to come back
with a memorandum of understanding document in order to take the project to the next step
supported by Mr. Collins.

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Motion carried. 5 in favor, 0 opposed

**OTHER/OLD BUSINESS** – None
BILLS AND ACCOUNTS

The bills and accounts list was distributed to Board members. There was nothing unusual for the month. A yearly payment was made to Bedzinski for bond reporting.

**ACTION:** Ms. Brookfield moved for payment of bills from October 13, 2020 to November 9, 2020; supported by Ms. Garthe.

**VOICE ROLL CALL:**
- Supervisor Susan Och: Yes
- Clerk Lisa Brookfield: Yes
- Treasurer Shirley Garthe: Yes
- Trustee Michael Collins: Yes
- Trustee Tony Borden: Yes

Motion carried. 5 in favor, 0 opposed

CORRESPONDENCE

- Ms. Och distributed Tim Parvin’s proposal to the Board.
- FEMA will hold a meeting to look at and discuss the new flood maps of the area on December 2, 2020, 1 – 2:30 p.m.

BOARD COMMENT

Ms. Brookfield commented that it was a successful election and the people who worked it were excellent. She welcomed the new trustees and commended Tony Borden and Michael Collins for their work as Trustees.

Ms. Och also commended Mr. Borden and Mr. Collins for their service and bringing their knowledge and experience to the Township.

PUBLIC COMMENT - None

ADJOURNMENT

**ACTION:** Ms. Garthe moved to adjourn the meeting; supported by Ms. Brookfield.

The meeting was adjourned at 8:59 p.m.

**VOICE ROLL CALL:**
- Supervisor Susan Och: Yes
- Clerk Lisa Brookfield: Yes
- Treasurer Shirley Garthe: Yes
- Trustee Michael Collins: Yes
- Trustee Tony Borden: Yes

Motion carried. 5 in favor, 0 opposed

The next meeting is December 14, 2020.
Respectfully Submitted,
Cindy Kacin, Recording Secretary

Date Approved: ____________________

________________________________  __________________________________
Susan Och, Leland Township Supervisor   Lisa Brookfield, Township Clerk

Board Meeting minutes, 11-9-2020