

LELAND TOWNSHIP BOARD MEETING
Monday, February 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: 7

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

APPROVAL OF AGENDA: Strike item #3. Salary should be \$44,520 for the Clerk compensation.

ACTION: Ms. Brookfield moved to approve the agenda as amended and presented; supported by Ms. Garthe. Motion carried. (5,0)

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST: None

CONSENT AGENDA

January 10, 2022 (Regular Meeting)

January 13, 2022 (Budget Workshop)

January 26, 2022 (Special Meeting)

February 10, 2022 (Harbor Budget Meeting)

ACTION: Ms. Garthe moved to approve the minutes of January 10, 2022, January 13, 2022, January 26, 2022 and February 10, 2022; supported by Ms. Brookfield. Motion carried. (5,0)

PUBLIC COMMENT

Steve Mikowski - Mr. Mikowski presented his request to hold a referendum vote on the Leland Township Zoning Ordinance 96-1. This is his 305th request. He also asked the Board to correct a longstanding error denying a 17 ½ inch side yard setback variance.

Mr. Mikowski asked if the special meeting about compensation was a regular Board meeting. He commented on a form that was given to the Board previously that tabulated characteristics of Board positions. He suggested that the Board use that form every year.

REPORTS FROM BOARDS AND COMMISSIONS

Fire & Rescue, Chief Dan Besson

A report is on file at the Leland Township Office and is online.

It was a normal month for calls. There was a fire on Lingaur road. A part-time fire fighter/paramedic was hired. James Howard was offered a full-time position.

Planning/Zoning, Tim Cypher

A report is on file at the Leland Township Office and is online.

Mr. Mitchell reported 2 land use permits were approved and some headway was made on the master plan.

Harbor, Jeremy Anderson

Ms. Brookfield reported that the ice breakers are running. Ice breakers cost about \$100 a day to run. They are steadily taking reservations for summer. They are working on the software for point of sale. Budgeting is wrapped up. They will meet with the Board at the wrap-up meeting.

Sewer, Steve Patmore

A report is on file at the Leland Township Office and is online. A budget meeting is coming up. There is a new valve chamber at Duck Lake. The dosing station is done. They are working on the replacement of the flow meter. Work on the hydrogen sulfide continues. The IAI contract needs to be approved. The lagoon level is low. Effluent quality looks good.

Parks & Rec

Ms. Kirch reported that the Commission will meet again on February 28. She has also talked with Ken Hagstrom about a gate needed at the burn pile.

County Commission, Patricia Soutas-Little (Absent)

People can sign up for an appointment for hazardous waste on the website.

Assessor

Two tribunal cases are coming up with a tentative November date. The issue is more about the ECF multiplier than the appraisal, raising the question if an independent appraisal is needed. Additionally, the Board of Review has no authority to change ECF. The Board of Review has no authority to change ECF. More research is needed on the procedure. Assessments will be reviewed on March 14-15 in the Munnecke Room. The public is welcome.

TREASURER'S REPORT

Ms. Garthe reported on income and expenses for the last month. It was a sewer billing month. Activity in the general fund was business as usual. Taxes are coming in. Ms. Och asked if the revenue sharing amount was increased. Ms. Garthe will look into it.

ACTION: Ms. Brookfield moved to approve the Treasurer's Report as presented; supported by Mr. Mitchell. Motion carried. (5,0)

SUPERVISOR'S REPORT

A written report was submitted to the Board prior to the meeting and is on file and on the website. Notes were sent out to the Board about the infrastructure money. Ms. Och attended a meeting about internet access in the County. The Sunset Shores project needs a permit and may have to purchase some land in order to get the permit. The Township may have to put some money toward it. Ms. Garthe and Ms. Brookfield are working on getting a new credit card for the Township. Street lights and becoming a charter township are subjects for future

discussion. There is a continued search for people to serve on various committees/commissions.

ACTION ITEMS

1. Authorize Supervisor and Fire Chief to sign agreement with NPS for EMS services.

ACTION: Ms. Garthe moved to authorize the Supervisor and the Fire Chief to sign the agreement with NPS for EMS services; supported by Ms. Brookfield. Motion carried. (5,0)

2. Request from Mr. Janko to install “emergency vehicles only” signs at Reynolds Street recreation area.

DISCUSSION: Mr. Mitchell reported that there are 2 “No Parking” signs already in place. However, they are not really effective. In tourism season, it may be a problem. He suggested that a sign stating “For Emergency Vehicles Only” may be more effective. Mr. Janko, a resident, submitted a design for two 12x18 signs that could be mounted on the same poles with the “No Parking” signs. Mr. Janko has offered to pay for the new signs. There was discussion about who has authority to approve the signage and if the implied regulation can be enforced. Ms. Kirch would like to see similar signs on North Beach. Ms. Och added that drowning victims usually receive lifesaving support from the people on the beach before emergency crews can get there.

ACTION: Mr. Mitchell moved to have Mr. Janko install said two 12x18 signs on the existing posts as proposed in his email of February 4, 2022 at Reynolds Street Recreation area at Mr. Janko’s expense; supported by Ms. Brookfield.

DISCUSSION: There was continued discussion about the issues raised.

Motion carried (4,1)

- ~~3. Appoint Clem Suttman to Board of Review for term ending December 2022.~~

4. Adopt the recommendations of the Leland Township Compensation Committee

Ms. Kirch reviewed the report of the Compensation Committee. The report is also online. Most of the research was done in Leelanau County because of the uniqueness of Leland Township. There was discussion of about the \$2,000 medical compensation for trustees instead of a reimbursement of submitted receipts, the research that was done, and extra compensation for the Clerk for extra work needed. Because of concern about discussion outside Compensation Committee meetings, Ms. Och suggested that the committee be disbanded as their work was done, and she had concerns about complying with the Open Meetings Act. There were comments that advisory committees are not under the rules of the Open Meeting Act.

ACTION: Ms. Brookfield moved to accept for consideration the recommendations of the Leland Township Compensation Committee and approve the disbanding of Compensation Committee; supported by Ms. Garthe.

DISCUSSION: Mr. Mitchell suggested that the Board should accommodate the recommendations as much as possible and materials need to be provided for further meetings.
Motion carried. (5,0)

5. Salary Resolution R-22-06 Supervisor Compensation \$26,000

ACTION: Ms. Brookfield moved to approve Salary Resolution R-22-06 for the Supervisor compensation of \$26,000 for year 2022-23; supported by Ms. Garthe.

ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	Yes	
Trustee Mariann Kirch:	Yes	Motion carried. 5 in favor, 0 opposed

6. Salary Resolution R-22-07 Clerk Compensation ~~\$43,050~~ \$44,520

Ms. Brookfield stated the increase should be equal to the cost-of-living increase.

ACTION: Ms. Garthe moved to approve Salary Resolution R-22-07 for the Clerk compensation of \$44,520 for year 2022-23; supported by Ms. Och.

DISCUSSION: Mr. Mitchell stated he wanted to go with the Compensation Committee's recommendation.

ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	No	
Trustee Mariann Kirch:	No	Motion carried. 3 in favor, 2 opposed

7. Salary Resolution R-22-08 Treasurer Compensation \$40,000

ACTION: Ms. Brookfield moved to approve Salary Resolution R-22-08 for the Treasurer compensation of \$40,000 for year 2022-23; supported by Mr. Mitchell.

ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	Yes	
Trustee Mariann Kirch:	Yes	Motion carried. 5 in favor, 0 opposed

8. Salary Resolution R-22-09 Trustee Compensation \$6,000

ACTION: Ms. Garthe moved to approve Salary Resolution R-22-09 for the Trustee compensation of \$6,000 for year 2022-23; supported by Ms. Brookfield.

ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och:	Yes	
Clerk Lisa Brookfield:	Yes	
Treasurer Shirley Garthe:	Yes	
Trustee Clint Mitchell:	Yes	
Trustee Mariann Kirch:	Yes	Motion carried. 5 in favor, 0 opposed

9. Transfer funds from General Fund to Capitol Improvement Fund

Ms. Garthe stated that the Board normally transfers about 50,000 each year. They have already transferred \$219,000 this year. There is now about \$512,000 in the Capital Improvement fund. The sidewalk project will cost approximately \$230,000. Property owners will be billed for their portion. Given that the millage did not pass, Ms. Och recommended to not transfer any money. Excess funds would stay in general fund. No action was taken.

OTHER/OLD BUSINESS

1. Township Hall/Office Committee

Keith Ashley reported. The Committee is narrowing their focus and hope to have some recommendations with options after the next meeting. They are looking at buying or leasing. The Committee will present at the April meeting.

2. Board Vacancies

There is not an alternate for the Board of Review. Ms. Och encouraged the public to recommend people for Board vacancies.

BILLS AND ACCOUNTS

The bills and accounts lists were distributed to Board members. There was nothing unusual for the month.

ACTION: Ms. Brookfield moved for payment of bills from January 11, 2022 to February 14, 2022; supported by Ms. Garthe. Motion carried. (5,0)

CORRESPONDENCE

Ms. Och has been passing on any correspondence that has come to her.

BOARD COMMENT

Ms. Och – She commented that she hears and understands the Board wanting her report earlier prior to meeting. Agenda items are due the Wednesday prior to the Monday night meeting. However, many requests come at the last minute and changes are needed. Ms. Och wants to go to the MTA conference in April and encouraged other Board members to attend or take in virtual sessions.

Mr. Mitchell – He commented that the Compensation Committee is not under the Open Meeting Act because it is an advisory committee.

PUBLIC COMMENT

Sandy Reardon – The Compensation Committee members are not subject to the Open Meeting Act unless 3 board members are serving on the committee.

She also commented on the “No Parking” signs in Leland. The signs are being ignored and the violations are not being enforced.

Keith Ashley – He would like to see a total package of the salary resolutions be presented to the public. He also asked about the “per diem” section of the recommendation.

Steve Mikowski – He commented that a complete compensation review had been done previously. He would like that review maintained and stated that the public wants transparency. He questioned how and who made a transfer of funds and commented on inflation.

ADJOURNMENT

ACTION: Ms. Garthe moved to adjourn the meeting at 8:51 p.m.; supported by Ms. Brookfield. Motion carried (5,0).

The next meeting is March 14, 2022

Respectfully Submitted,
Cindy Kacin, Recording Secretary

Date Approved: _____

Susan Och, Leland Township Supervisor

Lisa Brookfield, Township Clerk