CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING
Wednesday January 12, 2022 7:00PM
Centerville Township Hall; public participation via Zoom
MINUTES

PRESENT: James Schwantes, Elizabeth Chiles, Katrina Pleva, Ron Schaub, Dan Hubbell (arrived 7:35)
GUESTS: County Commissioner Patricia Soutas-Little, and 2 members of the public

1. **Call to Order/Pledge of Allegiance:** Schwantes called the meeting to order at 7:00 PM
2. **Review Agenda/Additions /Public Comment /Approve Agenda**
   1. **Public comment: none**
   2. **Agenda—the following changes were made:**
      4.5 **ARPA update**
      4.6 **Intergovernmental agreement for database management**

   MOTION: Schaub moved to approve agenda as amended; seconded by Pleva. Motion carried. Yeas: 4 Nays:0
3. **Previous Meeting Minutes**
   1. **December 8, 2021 Regular Meeting—no changes**

   MOTION: Schwantes moved to accept **December 8, 2021 minutes of the Regular Business Meeting** as submitted; seconded by Schaub. Motion carried. Yeas: 4 Nays:0
4. **Township Financial Update**
   1. **Treasurer's Report**—Tax payments were received promptly in December. Deputy Treasurer assisted the Treasurer during office hours on December 30. She also assisted the Treasurer on January 1, 2022 with the mortgage packet that was received.

   MOTION: Schwantes moved to accept the Treasurer's report as presented; seconded by Chiles. Motion carried. Yeas:4 Nays:0
   2. **Quarterly Budget Report**. No questions or concerns.
      1. **Amend budget for ARPA funds**

   MOTION: Schwantes moves that Centerville Township Board of Trustees amends the 2021-2022 FY budget to add the ARPA funds as a category in the income section, seconded by Schaub. Motion carried. Yeas: 4 Nays:0
   3. **Reconciliation Report**— Reconciliation was reviewed by the Board and signed by Supervisor Schwantes on January 12, 2022.
   4. **Leland Summer Tax Collection**

   MOTION: Pleva moved that the Centerville Township Board of Trustees agrees to collect the total school property taxes as certified by the Leland School District for levy on July 1, 2022 and for the TBAISD summer tax within the district for a collection fee of $2.50 per parcel; seconded by Chiles. Motion carried. Yeas: 4 Nays:0. Treasurer and Supervisor signed the agreement on January 12, 2022 and agreement was filed.

   5. **ARPA update**—From the final ruling that came out for ARPA funds, Supervisor shared the following: "Recipients may elect a standard allowance of (up to) $10 MM to spend on (any) government services." Effective April 1. This means that ARPA funds may be used for any government service-related work, including road maintenance and administrative facilities work. Funds must be paid within next 4 years.

   6. **Intergovernmental agreement for database management –**

   MOTION: Schwantes moved that Centerville Township Board of Trustees enter into an annual agreement for 2022 to have the county manage our database at $0.50 per parcel; seconded by

Schaub. Motion carried. Yeas: 4 Nays:0.

5. **Invoices--Review and authorize payment** – no questions or comments from board.

   MOTION: Schaub moved to accept invoices and pay as presented; seconded by Chiles. Motion carried. Yeas:4 Nays:0

6. **Clerk Report: none**

7. **Correspondence/ Communications**

   1) Schwantes filed the township asset forfeiture report with the Michigan State Police on 12/20/21 and reported that the township had no assets received through forfeiture.

   2) Received Certified Mali from FEMA on 12/15/21 concerning 90 day appeal for floodplain maps. Township has no appeals.

   3) Received request from Tim Maylone of Cherry Capital Connections to present Maylone's business' plans for developing internet access and customer investment. Tentative date set for next Board meeting to present to the Board.

   4) Supervisor Schwantes indicated that he was recently asked to join the Lake Leelanau Watershed Protection Plan Stakeholders group. Meeting once/month.

8. **Board of Review—**

   1. **Next meeting:** Tuesday, December 14, 2021 at 1PM at the township hall had 10 PRE corrections.

9. **Zoning Administrator's Report—**

   1. **Lake Shore Drive**—Court filing is completed and has been sent for review by Chris Bzdok, attorney. Filing expected to be in January. No updates on the motion filing. Supervisor applauded our legal group for their responsiveness to both this issue as well as the development of SAD for Road repair on the Chalets.

   2. **Popp Road**—Building department is looking into the current situation. Property has been properly posted with No Trespassing. No action at this point.

10. **Planning Commission**

    1. **Next regular meeting:** Monday, February 7, 2022 at 6:30PM

11. **Cedar Area Fire and Rescue (CAFR) Board**

    1. **Board member report--** Ron Schaub presented an update of the most recent CAFR Board meeting (see township website for CAFR Board minutes from December 16, 2021 meeting). Schaub provided a report from the Fire Chief Doornbos, who recently reviewed all of the Fire & Rescue Station Facility Assets and Physical Plant and reviewed their physical condition. Trustee Schaub walked the Board through the Chief's assessment and property. Centerville and Solon are responsible for capital improvements on the Station Building. These improvements and maintenance issues have raised the question of future direction for the Fire Station and Rescue. The CAFR Board has raised the idea of pursuing creation of a Fire Authority and recommends this solution. Alternatively, they suggested that maintenance and future expansion responsibility would need to be by all 4 townships.
       Supervisor Schwantes discussed Centerville Township's responsibility for maintenance repairs vs capital improvements as well as the pros and cons of creating a Fire Authority, including issues related about taxing authority and budget control. The Township Board members discussed these ideas as well as the maintenance and possible capital issue facing the Fire Station.
       Next steps would need to be meeting(s) involving the Fire Board and the 4 township boards to discuss control of assets and the responsibility for maintaining and expanding them. All supervisors will be meeting with representatives of the Fire Board on January 19 to discuss the building and other fire department issues. Schwantes will be representing the Centerville Township Board..

    2. **Next regular meeting:** Thursday, February 3, 2022 at 7:00PM

12. **Board – Unfinished business**

1. **Adopt Centerville Township Resolution Establishing a Special Assessment District for Partial Funding of Chalet Area Roads Repair and Directing the Supervisor to Prepare a Special Assessment Role (Resolution #2022-01)**

   MOTION: James Schwantes moved to adopt Special Assessment District Resolution # 2022-1; seconded by Township Board member Ron Schaub.
   Roll call: Chiles: abstain Hubbell: Y Pleva: Y Schaub: Y Schwantes: Y
   Yeas: 4 Nays: 0 Abstentions: 1 Motion adopted

2. **2022-2023 Budget** –Estimates for street improvements and the federal ARPA funds have been added to the budget. Requested increase for Trustee salary to $125/meeting was also added. Without ARPA funds, budget would be $10K negative, which would require bringing in $10K of unrestricted funds from savings in order to balance the budget. It was suggested that ARPA fund expenses be grouped under and given their own category.

13. **Board New business**
    1. **Hall maintenance**—Hall furnace was serviced and repaired, as well as the mailbox. Pleva noted that a Hall screen has fallen out of the window and should be taken care of.
    2. **Media upgrade for hall**—Quote for installation of internet upgrade was obtained. Supervisor will obtain a second quote. Also investigated upgraded table and chairs for hall meeting space.
    3. **Schedule Annual Meeting and Budget Meeting**—March 19, 2022 at 10 AM– 12 PM
14. **County Commissioner Report**—Patricia Soutas-Little presented the Commissioner report. See township website for report posted on township website.
15. **Upcoming Township Meetings:**
    1. **Next regular Board of Trustees Meeting**: Wednesday, February 2, 2022 at 7:00 PM
16. **Public Comment**—The first meeting of the Aquatic Invasive Species (AIS) was this past Monday (January 10, 2022). The meeting was primarily one of introductions for all of the townships and their representatives who are participating in this committee. Members still needed for Kasson and Leland Townships.

    The Board sends a big thank you to Nancy Keilty and Peggy Gauthier for the beautiful holiday decorations at the Hall that they provided.
17. **Motion to Adjourn at 8:18 PM**

Respectfully submitted,
Patty Ray, Deputy Clerk

Clerk's Signature: _____ Date: 2/3/22