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**Minutes of Centerville Township Annual Meeting of the Electors
Saturday March 18, 2023 10:00 AM
Meeting will be available on Zoom
Special Township Board Budget Meeting to follow**

PRESENT: James Schwantes, Ron Schaub, Dan Hubbell, Elizabeth Chiles; Trina Pleva absent

GUESTS: Kama Ross District 5 Centerville and Leland Townships Commissioner, Andy Doornbos Chief of Cedar Area Fire and Rescue, Joe Mosher (for Tim Johnson Planning Commission), and 11 members of the public (6 in the Hall, 5 on line)

1. **Call to Order by Moderator (township supervisor)/Pledge of Allegiance:** Supervisor Schwantes called the meeting to order at 10:00 am. Schwantes reminded those present that this was a Meeting of the Electors, not a Board meeting; therefore, he would be acting as a moderator in this meeting. In addition, the Board of Trustees would be meeting immediately following the Annual Meeting of the Electors to discuss and act on the budget for fiscal year 2023-24.
2. **Individual Introductions**
3. **Public Comments and Agenda Additions—none**
4. **Motion to Approve Annual Meeting Agenda**
MOTION: T. Rorabaugh moved to approve agenda as presented; seconded by J. Mosher. Motion carried: Yeas (physically present, includes board members and trustees):12 Yeas (Zoom):5**** Nays:0
5. **Review/ Approve Previous Meeting Minutes from March 19, 2022 (Attached)**
MOTION: J. Mosher moved to accept Minutes of March 19, 2022 Annual Meeting as presented; seconded by J. Reinhardt. Motion carried: Yeas (physically present, includes board members and trustees):12 Yeas (Zoom):5**** Nays:0
6. **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 township website, the fire station website and the fire station Facebook page. (The fire station is using their Facebook page to provide more real-time updates and information for the community). Doornbos highlighted several items in his report. He expressed appreciation for Centerville Township's contribution to the repair of the fire station roof. Supervisor Schwantes commented that \$27,000 of Centerville Township ARPA funds were contributed for that capital improvement to the firehouse. The overall cost of the roof repair was split with Solon Township. In addition, Supervisor Schwantes has been actively involved in the updating of the 10-year interlocal agreement, which is set to expire in 2025. This agreement establishes and guides the CAFR operation by area townships. Schwantes indicated that a draft of the updated agreement will be reviewed in

April by the township supervisors, for ultimate presentation to the township Boards.

Doornbos also praised the CAFR team, indicating that it was the strong team environment of CAFR which has allowed them to recently attract 5 qualified applicants and then to hire 3, new fulltime firefighters in a challenging hiring environment. The team recently completed the formulation of a 5 year strategic plan. The plan has been approved by the Fire Board and the team has begun executing on that plan. There is currently a minimum of 2 people on duty at all time. Starting in April, this will increase to 3 people. Doornbos is considered to be always on duty. The team is currently operating under the conditions of the Bennett bill, which allows CAFR to respond to an ALS call while there is a paramedic on duty, but not when there is only an EMS person duty. The conditions of the bill give a fire and rescue team the opportunity to address ALS issues in its community, while the team is still working to achieve 24X7, full-time paramedic staff coverage. Doornbos also highlighted the first MABAS (a statewide shared resource agreement) call-up that occurred in May in response to the Gaylord tornado incident. Chief Doornbos concluded by thanking the Fire Board for their support as well as CAFR's mutual aid partners and the community.

Question (D. Borton): Will there be community training for CPR, first aid and AED use? **Answer:** Yes, beginning in April and depending on interest, they plan on offering community CPR and AED training at the station on a quarterly basis.

Question (K. O'Non): Will the Annual Report be available to the public?

Answer: Yes, through the Website.

7. **Leelanau County Commissioner Report**—newly elected District 5 Centerville and Leland Townships Commissioner, Kama Ross, delivered the annual commissioner report; reviewing accomplishments of the committees she is serving on. Ross welcomed the opportunity to serve her constituents and encouraged communication with her via phone, email. Ross serves on the following committees and councils: County Parks and Recreation Committee, Myles Kimmerly Park and Poor Farm Barn sub committees, Solid Waste Council, Leland Dam Authority (recently configured to 5 member committee with resident representation). She also serves on the Board of the Lake Leelanau Community Association and is also supporting the Lake Leelanau Lake Association. These assignments allow Ross to leverage her expertise as a retired forester in support of her constituents.

Broadband update—Committee met with LIFT this past week and all of the permitting and related activities have been occurring on time so that construction will proceed as soon as ground thaws. Construction will begin in Solon, moving in north toward Centerville. For individual updates about Broadband progress—see county website or contact Ross. Can also sign up for email updates.

Juvenile Detention Facility is an important topic receiving attention at this time. She encouraged citizens to contact her ASAP with concerns or inputs as the process is moving forward quickly. Facility will likely be housed in Grand Traverse County but would serve families in Leelanau.

Schomberg Drainage District—will be a tax issue that the township will be facing in the near future. The district is primarily located in Leland Township but there are agricultural areas in Centerville that could be impacted.

Reminder: Household Hazardous Waste Collection Day is coming up in May. Encouraged citizens to take advantage of this opportunity.

Question (D. Hubbell): Can # of tires to be dropped off be increased? Limit to 4 is problematic.

Answer: (Ross) This problem is understood, but number is limited by funding available for the pickup. April 4 is next public Solid Waste Council meeting; encourage citizens to attend and comment. Can also send comments to her.

Solid Waste Council-- is considering county-wide composting. Citizen input is also welcome on this issue of the possibility of diverting yard and food waste from individuals, from schools and from restaurants to composting rather than landfill.

Question (J. Mosher): Is county-wide composting going to be an industrial composting facility?

Answer: (Ross) Council is just getting started--current approach has been educating of individual landowners to take care of their own personal waste in addition to considering a commercial composting facility that would serve a regional, 10-county wide area.

Question (D. Hubbell): Is the solid waste recycling team also considering a commercial recycling program for businesses in the county (many businesses in the county are prohibited from using the recycling centers).

Answer: (Ross) This is being considered and they have approached Trudy Galla about this. Individual businesses have also been talking with the recycling businesses, contracting to have their recycled waste picked up or for other possible options for recycling.

Township Master Plan progress—as a LLLA steward, she indicated that they appreciate the township's interest and concern for protecting this resource.

- 8. Planning Commission Update**—Joe Mosher, Planning Commission member and Secretary, delivered the accomplishments and activities of the Planning Commission this past year 2022-23 (April 2022-March 2023) for chairperson Tim Johnson. [Dan Hubbell is the Township Trustee Rep to the Commission.] Johnson's full report is posted on the township website. The commission met 12 times; there have been no membership changes in the commission this past year. Of the 12 meetings held, 7 were focused to The Leelanau Pines application. That application was denied by the commission and that decision is being litigated by the Leelanau Pines owners. (see also agenda item 12 for further comment by Schwantes).

As part of their annual goal-setting process, the Planning Commission addressed 3 specific areas of concern and interest in 2022-23. Should community members have specific ideas about goals for the 2023-24 year, they should forward those to Tim Johnson; the commission will be formulating annual goals for this year at their April meeting. In 2022-23, the Commission focused on monitoring need for Short Term Rental (STR) Regulation, Nuisance Noise Regulation and review inventory of existing Special Uses (wineries, resorts, campgrounds, event venues).

Short Term Rental Regulation—this has become an area of increasing concern as <1/2 of Centerville residences are principal residences and a portion of these are likely being used as STRs. There are several key concerns associated with this particular issue, including property owner rights, family vacation traditions and the desire to preserve the community as well as an increasing need for affordable housing in the community. This particular issue has also been the focus of discussions and legislation at the state level. State level legislation was being considered in the last session that would limit the ability of local communities to regulate STRs in their communities. Consequently, the commission decided to wait until the state legislature did regarding local regulations. They expect to be working more on this issue in 2023-24.

Nuisance Noise regulation—the commission evaluated current regulations for noise regulation. After reviewing current regulations, the commission believes that existing regulations are adequate. Part of their review process involved exploring allowable noise threshold levels. Establishing acceptable noise levels entails developing a baseline noise level for all properties in the community before additional regulations could be considered, which would be a significant and possibly ever-changing activity to maintain accuracy. They also considered the current number of nuisance noise complaints being received, which was believed to be low. Consequently, it was decided that existing nuisance noise control should be handled by current regulations in place. Citizens with noise complaints should first call the Sheriff to lodge a complaint.

Question (C. Altemann): What regulations are in place for fireworks use after the designated legal hours?

Answer (Schwantes): There is an existing state ordinance in place that governs the use of fireworks and that was adopted by Centerville Township, which is the extent of the Township's ability to respond to these situations. The citizen must call the sheriff, as he is the enforcing agent.

Inventory Special Use Regulation—The commission realized that in order to adequately review and update special use regulations to protect sensitive land and locations, a baseline inventory of these areas was essential. Creating an inventory will be an important aspect of updating the Commission 5 year master plan in 2023-24. The Commission also intends to include environmentally sensitive areas, such as the Cedar swamp, within this overall baseline inventory.

Support of Workforce Housing—while they cannot specifically promote or advance workforce housing, they decided to take an accommodative approach to the issue, inviting housing experts into Commission meetings to discuss trends, needs, and understand possible solutions to support.

Sugar Loaf Development—the Commission has been monitoring property development. The property is not within township lines, but is immediately adjacent to it and development would clearly impact the township.

The property has been cleaned up but there is no additional news about development at this time.

Avoid litigation—Mosher indicated that the Commission was not successful on this goal for the past year.

Public Comment (MA Borton): Perhaps future Commission reviews of development uses maybe consideration of the environmental impact of a development application.

Question (D Borton): RE: affordable housing goal. Are there provisions (local, state, federal) that encourage private landowners to construct affordable housing on a small scale on their own, private property?

Answer (Mosher): There are several potential accommodative policies which would support and encourage affordable housing. 1) Explicitly establish areas for higher density housing in a township. 2) Allow accessory housing units (ADUs), permitting landowners to build permanent, secondary structures on their property. Tax incentives may be a possibility but unlikely at a township level. This type of support would be more likely at a state or regional level. When the Commission considers a zoning ordinance next year to address affordable housing, they will be looking at existing and other tools that may create a positive environment for affordable housing.

Public Comment (D.Hubbell): Affordable housing solutions currently exist. Historically, mobile home parks provided affordable housing for the county. In more recent years, however, this type of housing has gone out of favor, both by potential homeowners and by those in the county where such homes would be placed.

Wine, meadery ordinance—Commission heard and approved a request for revising winery, meadery ordinance to also include micro-breweries. Nothing else in the existing ordinance was changed in terms of the commercial enterprise from an hours, operations and rules perspective, only the addition of beer as a product that could be sold at these businesses.

Note: In October, Tim Cypher relinquished his planning duties, but will continue his role as Zoning Administrator for zoning enforcement. He will no longer be involved in site planning activities. Three candidates for replacement were considered; Dr. Chris Grobbel was hired as a planner to assist the Planning Commission. He is a certified Planner and environmental scientist.

Review and update of the township Zoning Ordinance was completed in February. The new ordinance was reviewed and endorsed by the County PC and will be considered by the township board in April.

Reviewed and conditionally approved a LLA site plan for installation of a boat cleaning station at one of the Lake Leelanau boat launches. The boat cleaning station provides a non-compulsory, process for managing invasive species introduction in the Lake.

Question (C. Altemann): Is the PC responsible for cell phone tower placement?

Answer (Schwantes): Yes, the township approves the location.

Question (C. Altemann): Does the township have any influence on Cell Phone Tower distribution in the township, to achieve better coverage?

Answer (Schwantes): No, everything is a federal is a federal decision.

9. **Salary Resolutions**—Board officers have passed a salary resolution and are requesting salary increases for the Treasurer, Clerk and Supervisor. The electors were asked to consider this request and vote on it.

MOTION: K. Ross offered the motion to increase the Clerk and Treasurer salaries to \$17,700 annually and the Supervisor salary to \$11,500 annually. The motion was supported by T. Rorabaugh. The motion carried: Yeas (physically present):10 Yeas (Zoom):5**** Nays:0 Abstain: 2

10. **Township Road Improvements**— The township has been actively monitoring the condition of township roads for the last several years, endeavoring to stay abreast of major road maintenance needs. Chalets has new roads; that improvement will be paid off in two more years. Ski View will be chip sealed this year to extend its road life which LCRC will cover at 100%. Manor Green will need an overlay; the road is past where it can benefit from a chip-seal. Amore road is the township's next priority. Determining the financing on this project will be a goal for the next year.

Question (D. Borton) Can Overby Rd be chip sealed?

Answer (Schwantes): No, the road condition is beyond the point of being benefited by chip sealing.

11. **Township Hall Improvements**-- New meeting desk and chairs, as well as a large screen video set up were

purchased with ARPA funds. In addition, an absentee ballot vote counting (AV)/ document storage room has been planned for the upper hall. The Supervisor is working to locate a contractor to complete this work. The improvement will be made with ARPA funds.

New windows and lights for the upper hall are also planned if there are sufficient funds remaining after the AV/Storage renovation is complete.

12. Board Member Comments and Answer Questions from the public.

Schaub—As Board representative to CAFR, he has been very impressed by how Chief Doornbos and his team have managed their budget and have upgraded their capabilities. As of April, CAFR will be at 100% ALS and will have a budget >\$1MM. He is proud of the fire department staff and of the job they are doing to support our community.

Schwantes: The township has had an extraordinary amount of legal costs this year due to an ordinance-compliance case with a property on Lake Shore Dr (this case was found in the township’s favor) as well as the Northgate/Leelanau Pines development issue. The latter issue is currently in Circuit Court with an appeal of the ZBA upholding of the Planning Commission denial of their site plan, and a lawsuit claiming monetary damages from the township for this denial. The township’s insurer has taken up both suits and will be paying for most of the costs, but the township will continue to pay township attorneys to assist the insurer’s lawyers, as needed.

Question (D. Borton): How will the township impact and respond to the new early voting rules?

Answer: (Chiles): Legislation still needs to be enacted before its impact on local voting processes can be determined.

Question (C. Altemann): Is there a time limit for completing house builds in neighborhoods?

Answer: (Schwantes) There is a time frame for an approved land use permit.. Citizen was encouraged to call T. Cypher, Zoning Administrator, to determine course of action.

13. Public Comments: J Schwantes noted that K Ross is continuing the tradition set by her predecessor, P. Soutas-Little, of attending all township Board meetings. He applauded this dedication and noted that this has had positive impacts at both the township and county level. Schwantes also mentioned that our state representative, B. Coffia, is beginning to meet directly with township officials in addition to her once/month basis at the County Government Center with constituents

14. Moderator adjourned meeting at 11:57. THANK YOU FOR COMING!

*******italicized votes on motions were made by electors joining the meeting on Zoom. Per state law, these votes cannot be recognized for decisions, but electors joining via zoom wished to have their votes tallied and presented in the minutes.***

Respectfully submitted: Patricia Ray, Recording Secretary

Clerk’s Signature: _____ Date: _____