

**CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING**  
**Wednesday September 8, 2021 7:00PM**  
**Centerville Township Hall; public participation via Zoom**  
**MINUTES**

**PRESENT:** James Schwantes, Katrina Pleva, Ron Schaub, Elizabeth Chiles, Dan Hubbell

**GUESTS:** County Commissioner Patricia Soutas-Little, Zoning Administrator Tim Cypher and 3 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—no additions/ changes**

**MOTION:** Hubbell moved to approve agenda; seconded by Schaub. Motion carried. Yeas: 5 Nays:0
3. **Previous Meeting Minutes**
  1. **August 11, 2021 Regular Meeting**
    - **Correction:** date of Regular meeting referenced in 3.1 Previous Meeting Minutes should be July 14, 2021
    - **Correction:** 9.0—strike “no report”
    - **Correction:** 9.1--replace “will meet” with “met”

**MOTION:** Chiles moved to accept August 11, 2021 minutes of the Regular Business Meeting as corrected; seconded by Pleva. Motion carried. Yeas: 4 Nays:0 Abstain: 1
4. **Township Financial Update**
  1. **Treasurer’s Report**--Township has received check from Leland Schools for summer taxes. Property tax payments are being received; Treasurer’s office will be open 9am -5 pm on September 14 (last day to pay summer property tax with no penalty). Invoice from equalization for Board of Review changes in March as well as attorney bill have been received but were not in current Treasurer’s report.

**MOTION:** Schwantes moved to accept the Treasurer’s report as presented; seconded by Hubbell. Motion carried. Yeas:5 Nays:0
  2. **Reconciliation Report**—reviewed by Board and signed by Supervisor Schwantes on September 8, 2021.
  3. **ARPA Funds**
    1. **Status of receipt of funds** – Centerville Township submission for ARPA funds was still in review at the time of the Board meeting. Schwantes reported on status of the ARPA funds.
5. **Invoices--Review and authorize payment** – no questions from board

**MOTION:** Pleva moved to accept invoices and pay as presented; seconded by Schaub. Motion carried. Yeas:5 Nays:0
6. **Clerk Report:** no report
7. **Correspondence/ Communications** - none
8. **Board of Review**—no report
9. **Zoning Administrator’s Report**— The Zoning Administrator encourages citizens to call him with any questions they may have. Cypher will report updates on following issues to the Board.
  1. **Skyline Drive**—Property owner was issued a land use permit but health department has communicated with prosecutor, requesting assistance in enforcing sanitary code for that property.

2. **Lake Shore Drive**--served an administrative warrant in B. Rogers property situation where there has been an ongoing violation. Commissioner's action was reported to Amber Weber, Building official in Leelanau County. He reported that additional unpermitted structures were noted and ag affidavit was revoked. Webber expressed concern that enforcement in this case may be limited by fact that the additional structures are moveable trailers and not covered by enforcement code. Cypher will followup with Webber on this issue. Next steps, legal costs and actions for township action were identified and discussed in order to address health and safety issues of this condition.

**10. Planning Commission**

1. **Board member report** – Commission amended their bylaws to have a meeting annually
2. **Next regular meeting:** Monday, October 4, 2021 at 6:30PM

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

1. **Board member (Ron Schaub) report:** See CAFR Board minutes from August 24, 2021. Two new part-time employees hired; still 1 short on full-time staff. Recent CAFR Board meeting primarily focused on budget planning.

2. **CAFR 2022 & 2023 Budgets** – Proposed Budget for 2022-2023 budget cycle will be \$1MM. Budget is considered manageable for townships if next millage is passed.

**MOTION: Approval of the CAFR 2022-2024 Budget**

Schaub moves to approve the Cedar Area Fire & Rescue budget for the 2022/23 and 2023/24 fiscal years. Seconded by Hubbell.

Discussion ensued.

Roll call vote: Chiles:Y, Hubbell:Y, Pleva:Y, Schaub:Y, Schwantes:Y. Votes: Yes 5 No 0

**MOTION: Approval of 15% Increase in the Second Year of the CAFR 2022-2024 Budget:** Schaub moves to allow a 15% increase between the 2022/2023 budget and the 2023/2024 budget for Cedar Area Fire & Rescue. The board approves this increase of 10% above the amount allowed by the Interlocal Agreement for the second year of a two-year budget cycle. This approval applies only to the 2022/2024 budget cycle, and does not affect any future budget cycles. Seconded by Schwantes.

Discussion ensued.

Roll call vote: Chiles:Y, Hubbell:Y, Pleva:Y, Schaub:Y, Schwantes:Y. Votes: Yes 5 No 0

3. **Next regular meeting: Tuesday, September 16, 2021 at 7:00PM**

**12. Board – Unfinished business**

1. **Chalet Roads**—Supervisor sent out letter to property owners, outlining recent discussions by the Board and with the Road Commission. Board resolution and scheduling of first public hearing may occur before the end of the year. Second hearing would likely occur in first half of 2022.

2. **Annual road review**—approve list for presentation to Road Commission

**MOTION: Adoption of 2020 Road Priority List**

Schwantes moves that the Centerville Township Board of Trustees designate the following roads as priorities as required by policy: Chalet area streets, Amore Rd., Manor Green streets, and Ski View streets, Overby Rd. Seconded by Chiles.

Discussion ensued.

Votes: Yes 5 No 0

3. **Boat ramp**—replacement of existing slab launch structure or installation of a metal launch would be very costly. Schwantes asked maintenance contractor to inform him when launch structure must be replaced. At that point, would need to investigate solutions and costs. Willow trees at park may need to be removed next year.

**Public question/comment:** could a boat washing/drying station be installed at boat ramp?  
Schwantes indicated that Lake Leelanau Lake Association (LLA) asked that townships work with them and wait until a coordinated, whole-lake strategy has been identified for washing stations. When plan has been identified, Schwantes indicated that Board would support.

4. **Board work taxonomy—no updates**
5. **Continuing Education Policy—**Schwantes will work on language to forward to Planning Commission for their October meeting.
13. **Board new business--none**
14. **County Commissioner Report—**sent via email and posted on township website
15. **Upcoming Township Meetings:**
  1. Next regular Board of Trustees Meeting: Wednesday, October 13, 2021
16. **Public Comment—** none
17. **Motion to Adjourn at 8:33 PM**

Respectfully submitted,  
Patty Ray, Deputy Clerk

Clerk's Signature:  Date: 10.13.21