

SUTTONS BAY TOWNSHIP
NOTICE OF PUBLIC MEETING:

PRELIMINARY AGENDA

The regular meeting of the Suttons Bay Township Board is hereby called for 5:15 PM Wednesday, October 9, 2019.

CALL TO ORDER: REGULAR MEETING

APPROVAL OF THE AGENDA

PUBLIC COMMENT: and communications about items not on the agenda

REPORTS:

- Treasurer
- Planning & Zoning
- Fire Authority
- Parks & Recreation
- Facilities

OLD BUSINESS:

1. Approval of the Minutes: Previous Meetings
2. Payment of the Bills
3. Fire & Rescue Building:
 - a. Title acceptance and transfer to Fire and Rescue Authority via Quit Claim
 - b. Building Authority Dissolution: Resolution to Approve
 - c. Any related activity (Recording etc)
4. Tree Work at Cemetery: revised cost estimate
5. Rink Liner Order: order update
 - a. Related ice Rink Issues (equipment storage, information board, rink water application)
 - b. Grant Application: Health Department

NEW BUSINESS:

1. Flooding and drainage issues on Broadway St: informational

PUBLIC COMMENT:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

Agenda 2019 Township

ZONING ADMINISTRATOR'S REPORT

SUTTONS BAY TOWNSHIP

OCTOBER 2019

For November 2019 Planning Commission and Township Board Meetings

Prepared by Steve Patmore
November 1, 2019

LAND USE PERMITS ISSUED

		NEW		ACCESSORY	
DATE	TOTAL	HOMES	ADDITIONS	STRUCTURES	OTHER
October 2019	6	2	1	3	0
Year To Date	32	16	8	8	0
Year to date 2018	37	19	6	12	0
Year to date 2017	32	11	4	14	3
Year to date 2016	32	7	11	10	4
Year to date 2015	27	10	7	9	1
Year to date 2014	17	3	5	9	0

LUP 19-027	11374 E. Pobuda Rd.	Accessory Building
LUP 19-028	1575 S. Lake Leelanau Dr.	Porch Addition.
LUP 19-029	S. Pineview	Shed
LUP 19-030	2940 N. West Bayshore Dr.	Detached Garage
LUP 19-031	10621 E. Ora Lee Dr.	New Single-Family Dwelling
LUP 19-032	10610 E. Ora Lee Dr.	New Single-Family Dwelling

Many Inquiries on Land Use Permits & process

Land Divisions:

One Land Division Application for one new parcel on Smith Rd.

Zoning Board of Appeals: No Activity

Short Term Rentals:

- 27 Permits issued for 2019 (23 Renewal – 4 new).
- 3 Permits issued so far for 2020 (all for new rentals/change of ownership)
- 2020 renewal process underway – will send out reminders this time.
- Several calls/ inquiries on STR's.

Other Work:

- General questions on zoning – setbacks – guest houses
- GTB fiber-optic lines – processed permit under the METRO Act.
- Verified SBT is on the state list to opt-out of Recreation Marijuana Facilities.
- Inquiry on potential LP gas business within township.
- Attended Master Plan Workshop.
- Waterfront Resort Zoning

DRAFT MINUTES

**SUTTONS BAY TOWNSHIP
REGULAR MEETING – October 9, 2019**

CALL TO ORDER

Tom Nixon, Trustee, called the regular meeting of the Suttons Bay Township Board of Trustees to order at 5:15 p.m., October 9, 2019, at the Suttons Bay Township Offices, #95 W. Fourth St., Suttons Bay, Michigan.

ROLL CALL - Quorum Present

Present: Sandy VanHuystee, Tom Nixon, Cathy Hartesvelt, Debbie Slocombe
Absent and excused: Rich Bahle
Staff Present: None

APPROVAL OF THE AGENDA

Sandy VanHuystee/moved, Cathy Hartesveltsupported, to approve the amended agenda, adding Weedman Bid-Contractt under New Business, PASSED.

PUBLIC COMMENT

Sara Jane Johnson, Early Childhood Development Millage Request –
Ms. Johnson submitted information regarding the Early Childhood Development Millage Request.

Treasurer- Report submitted.

Planning & Zoning – Zoning Administrator’s Report submitted. Planning Commission working on zoning overhaul, also working with Fountain Point to change the property to waterfront resort district.

Fire Authority – Oct. 8th Mtg – Health insurance for employees reviewed. Bingham-Suttons Bay Joint Building Authority was dissolved. The amount remaining in the account was split between Suttons Bay Township and Bingham Township. Suttons Bay Township’s share is 54.7% - \$345.02.

Parks & Rec –Debbie Slocombe - No meeting. Garden Club is about 2/3 way to raising funds for Herman Park, hope to have their project started in the spring. Bill Drozdalski – still waiting on electrical service and water for Herman Park – target date October 23rd. Tom Nixon – the township is working with Richard Baldwin on the sewer and water for his project.

Facilities - Rich Bahle talking about tree cutting at the cemetery, how many trees should come down and what the cost would be for Carlson to cut down the trees.

OLD BUSINESS

1. Approval of Minutes - Sept. 11, 2019 Minutes

Cathy Hartesvelt/moved, Debbie Slocombe/supported, to approve the September 11, 2019 Minutes as corrected (pg 3 – 4. Herman Park – Pickelball Courts - “Bill Drozdalski – nothing will done with the soccer fields until Herman Park receives notification that a grant has been given from the Michigan Natural Resource Trust Fund.”

2. Payment of the Bills

Tom Nixon/moved, Debbie Slocombe/supported, to approve the bills in the amount of \$29,244.00, PASSED.

3. Fire & Rescue Building, Receipt of Title from Building Authority/Transfer to Fire and Rescue Authority

Rich Bahle said the Township Board will sign the official documents for transfer of the Fire & Rescue Building to the Fire and Rescue Authority at its November meeting.

NEW BUSINESS

1. Ice Rink Liner: - Options for Ice Rink

Prices for ice rink liners was submitted - 1. – ice rink liner is for neighborhoods. 2 - for backyard rinks, and 3 - recommended to Parks & Recreation. The township would receive a 5% discount if the ice rink liner is ordered before November 1, 2019.

Tom Nixon/moved, Sandy VanHuystee/supported to authorize Rich Bahle to purchase NiceRink III ice rink liner and mat at a cost not to exceed \$3,500.00 which includes shipping and handling, PASSED.

Tom Nixon said there is interest in the community to use the ice rink property in the summertime for ball games.

2. Weed Man Bid-Contract

Tom Nixon said a bid was received from Weed Man for \$1,481.04 for 2020 to eradicate weeds at the township cemetery, discount from \$1,683.00.

Tom Nixon/moved, Sandy VanHuystee/supported, to accept the bid from Weed Man for \$1,481.04 to treat and eradicate the weeds at the township cemetery for the year 2020, PASSED.

Debbie Slocombe said this might be a good time to do some seeding at the Township Cemetery. Tom Nixon said he will ask Weed Man how much they would charge for seeding.

PUBLIC COMMENT

None.

BOARD MEMBER COMMENTS:

Debbie Slocombe has applied to the Tribe for a 2% grant to eradicate ground cover at Herman Park.

ADJOURNMENT - The meeting was adjourned at 5:58 pm.

**MINUTES BY MARGE JOHNSON, RECORDING SECRETARY
SANDRA VANHUUSTEE, CLERK**

Suttons Bay Township
Unpaid Bills Detail
As of November 22, 2019

Type	Date	Num	Due Date	Aging	Open Balance
Bingham Township					
Bill	11/13/2019		11/23/2019		17.58
Total Bingham Township					17.58
Catherine Hartesvelt					
Bill	11/01/2019		11/11/2019	11	1,710.31
Total Catherine Hartesvelt					1,710.31
Christy Brow					
Bill	11/01/2019		11/11/2019	11	444.67
Total Christy Brow					444.67
Consumers Energy					
Bill	11/13/2019		11/23/2019		23.21
Bill	11/13/2019		11/23/2019		84.63
Total Consumers Energy					107.84
Debbie Slocombe					
Bill	11/01/2019		11/11/2019	11	124.34
Total Debbie Slocombe					124.34
Dennis Rathnaw					
Bill	11/13/2019		11/23/2019		110.82
Total Dennis Rathnaw					110.82
Dorothy Petroskey					
Bill	11/13/2019		11/23/2019		687.35
Total Dorothy Petroskey					687.35
Doug Periard					
Bill	11/13/2019		11/23/2019		73.88
Total Doug Periard					73.88
DTE Energy					
Bill	11/13/2019		11/23/2019		38.77
Total DTE Energy					38.77
Federal Tax Deposit					
Bill	11/13/2019		11/23/2019		2,110.65
Total Federal Tax Deposit					2,110.65
Gail Carlson					
Bill	11/13/2019		11/23/2019		138.00
Total Gail Carlson					138.00
Gosling Czubak					
Bill	11/13/2019		11/23/2019		817.50
Total Gosling Czubak					817.50
Herman Brothers' Lawn Care					
Bill	11/13/2019		11/23/2019		350.00
Total Herman Brothers' Lawn Care					350.00
Jean Ann Moe					
Bill	11/13/2019		11/23/2019		216.00
Total Jean Ann Moe					216.00

Suttons Bay Township
Unpaid Bills Detail
As of November 22, 2019

Type	Date	Num	Due Date	Aging	Open Balance
Jennifer M. Herman					
Bill	11/13/2019		11/23/2019		216.00
Total Jennifer M. Herman					216.00
Jill Williamson					
Bill	11/13/2019		11/23/2019		62.50
Total Jill Williamson					62.50
Jon Walter					
Bill	11/13/2019		11/23/2019		36.94
Total Jon Walter					36.94
Michigan Assessing Service					
Bill	11/13/2019		11/23/2019		3,623.45
Total Michigan Assessing Service					3,623.45
Netlink					
Bill	11/13/2019		11/23/2019		600.00
Total Netlink					600.00
Networks Northwest					
Bill	11/13/2019		11/23/2019		1,170.00
Total Networks Northwest					1,170.00
Northern Building Supply, LLC					
Bill	11/13/2019		11/23/2019		16.98
Total Northern Building Supply, LLC					16.98
Paul Whiteford Maintenance					
Bill	11/13/2019		11/23/2019		3,499.00
Total Paul Whiteford Maintenance					3,499.00
Postmaster					
Bill	11/13/2019		11/23/2019		1,500.00
Total Postmaster					1,500.00
Richard Bahle					
Bill	11/01/2019		11/11/2019	11	1,144.99
Total Richard Bahle					1,144.99
Roberta Roubal					
Bill	11/13/2019		11/23/2019		234.00
Total Roberta Roubal					234.00
Rosanne Schaub					
Bill	11/13/2019		11/23/2019		138.00
Total Rosanne Schaub					138.00
Sandra Van Huystee					
Bill	11/01/2019		11/11/2019	11	1,959.22
Total Sandra Van Huystee					1,959.22
Shirley Eckerle					
Bill	11/13/2019		11/23/2019		292.50
Total Shirley Eckerle					292.50

Suttons Bay Township
Unpaid Bills Detail
 As of November 22, 2019

Type	Date	Num	Due Date	Aging	Open Balance
Spectrum Business					
Bill	11/13/2019		11/23/2019		253.76
Total Spectrum Business					253.76
State of Michigan					
Bill	11/13/2019		11/23/2019		290.35
Total State of Michigan					290.35
Steven Patmore					
Bill	11/01/2019		11/11/2019	11	2,728.82
Total Steven Patmore					2,728.82
Tom Nixon					
Bill	11/01/2019		11/11/2019	11	124.34
Total Tom Nixon					124.34
Village of Suttons Bay					
Bill	11/13/2019		11/23/2019		67.89
Total Village of Suttons Bay					67.89
Weed Man					
Bill	11/13/2019		11/23/2019		1,481.04
Total Weed Man					1,481.04
Williams & Bay Portable Restrooms					
Bill	11/13/2019		11/23/2019		145.00
Total Williams & Bay Portable Restrooms					145.00
TOTAL					26,532.49