

SUTTONS BAY TOWNSHIP
NOTICE OF PUBLIC MEETING:

Due to current isolation guidelines the June meeting will be via Zoom. The Host will email directions and an invitation.

OR: At Herman Park under the Pavillion? Suggestions welcome

PRELIMINARY AGENDA

The regular meeting of the Suttons Bay Township Board is hereby called for 5:15 PM Wednesday, June 10, 2020.

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.

NEW BUSINESS:

1. Interlocal Agreement with County to allow a "Household Charge for Recycling" on Ballot
2. Michigan Assessing: Contract renewal
3. Library Board Appointment: Barb Graves / 4 yr term / Feb1, 2020 to Jan 31, 2024

PUBLIC COMMENT:

BOARD MEMBER COMMENTS:

ADJOURNMENT:

Suttons Bay Township
Treasurer's Report (unaudited)
4/30/2020

Account Description	Balance 3/31/2020	Funding April	Expenditures April	Interest* Income	Balance 4/30/2020
General Account	\$399,651.65	\$46,311.47	\$42,985.81	\$97.49	\$403,074.80
Technology	\$1,722.61			\$0.00	\$1,722.61
Roads and Parks	\$11,115.41			\$0.00	\$11,115.41
Pickle Ball Court	\$41,000.00			\$0.00	\$41,000.00
Soccer Field	\$14,090.00	\$15,000.00		\$0.00	\$29,090.00
Refundable Deposits	\$0.00			\$0.00	\$0.00
Township Office-Sinking I	\$0.00			\$0.00	\$0.00
Cemetery	\$11,200.10			\$0.00	\$11,200.10
Short-Term Rental Fund	\$0.00			\$0.00	\$0.00
Metro Funds	\$228.25			\$0.00	\$228.25
	<u>\$479,008.02</u>	<u>\$61,311.47</u>	<u>\$42,985.81</u>	<u>\$97.49</u>	<u>\$497,431.17</u>
Tax	\$994.42	\$981.13		\$0.00	\$1,975.55
	<u>\$994.42</u>	<u>\$981.13</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,975.55</u>

RECONCILIATION SUMMARIES

	4/30/2020			4/30/2020
Bank Account Summary-General and Restricted	Stmt. Balance	O/S Checks	O/S Deposits	Adj. Balance
General Checking - Independent Bank	\$282,575.94	(\$9,017.14)	\$0.00	\$273,558.80
Pitney Bowes Reserve Fund				\$0.00
ICS Insured Cash Sweep	\$223,872.37	\$0.00	\$0.00	\$223,872.37
	<u>\$506,448.31</u>	<u>(\$9,017.14)</u>	<u>\$0.00</u>	<u>\$497,431.17</u>

	4/30/2020			4/30/2020
Bank Account Summary - Tax and Special Election	Stmt. Balance	O/S Checks	O/S Deposits	Adj. Balance
Point & Pay Deposit Acct - Independent Bank	\$0.00	\$0.00		\$0.00
Tax Checking - Independent Bank	\$2,368.23	(\$392.68)		\$1,975.55
	<u>\$2,368.23</u>	<u>(\$392.68)</u>	<u>\$0.00</u>	<u>\$1,975.55</u>

Recent audit report available for y/e 3/31/19

DRAFT MINUTES
SUTTONS BAY TOWNSHIP
REGULAR MEETING MINUTES - APRIL 8, 2020

CALL TO ORDER

Rich Bahle, Supervisor, called the regular meeting of the Suttons Bay Township Board of Trustees to order at 5:15 p.m. April 8, 2020, at the Firehall, St. Mary's Street, Suttons Bay, MI.

ROLL CALL - Quorum Present

Present: Rich Bahle, Sandy VanHuystee, Tom Nixon, Cathy Hartesvelt, Debbie Slocombe

Absent and excused: None

Staff Present: None

APPROVAL OF THE AGENDA

Consensus to approve the amended agenda, adding under New Business #3 – Herman Park, Irrigation.

PUBLIC COMMENT

None

REPORTS:

- **Treasurer** - No report.
- **Planning and Zoning** -No reports.
- **Fire Authority** -No report.
- **Parks & Recreation** - No report.
- **Facilities** - No report.

OLD BUSINESS

1. Approval of the Minutes:

March 11, 2020 Regular Meeting

Rich Bahle/moved, Debbie Slocombe/supported, to approve the March 11, 2020 Minutes as corrected (pg 6 - #8 “to establish \$40 per meeting for Recreation Committee members to attend meetings to match that of other Township committees.” Pg. 7 – Debbie Slocombe said Rich Bahle had a conversation ... about making Herman Park a county park”. Debbie Slocombe said the County ... The reminder of the acreage is wetlands”.) PASSED.

March 11, 2020 Minutes of Annual Budget Hearing – Truth In Taxation Hearing

Rich Bahle/moved, Tom Nixon/supported, to approve the Minutes of March 11, 2020 Annual Budget Hearing –Truth In Taxation Hearing, PASSED.

2. Payment of Bills

Sandy VanHuystee submitted bills for payment in the amount of \$ \$44,857.31,

Rich Bahle/moved, Cathy Hartesvelt/supported, to approve payment of the bills in the amount Of \$44,857.31, PASSED.

3. Request from Leland Township: Ownership, Liability, Installation

Rich Bahle said Suttons Bay Township has agreed to pay for the buoys as requested by Leland Township. Leland Township has ownership, liability, and installation of the buoys.

NEW BUSINESS

1. Insurance Package: 2020/2021

Rich Bahle said the insurance package submitted for 2020/2021 is for the Board's information.

2. Parks Capital Projects: Soccer Field Development

Bill Drozdalski said he is requesting approval from the Board to hire Gosling-Czubak to do the engineering work for the soccer field development at a cost of \$2,100.00.

Rich Bahle/moved, Debbie Slocombe/supported, approved to sign a Contract with Gosling-Czubak to do the engineering work for the soccer field development at a cost of \$2,100.00, PASSED.

3. Herman Park – Irrigation

Debbie Slocombe said the Garden Club plans to plant and irrigate a garden at Herman Park in June and to purchase a timer for \$600.00. The Garden Club has \$3,500 to do the project with a 1" backflow irrigation system. The Board is being requested to approve a 1.25" backflow irrigation system which is required for this project.

A bid was reviewed from Spinniken Lawn & Irrigation for a 1.25" backflow installation and irrigation hook up at a cost of \$1,200.

Rich Bahle/moved, Debbie Slocombe/supported, to accept the bid of Spinniken Lawn & Irrigation for a 1.25" backflow installation and irrigation hook up at Herman Park for the Garden Club Project. Vote on the motion: Yes – 3. No: 2. PASSED.

PUBLIC COMMENT

No public comment.

BOARD MEMBER COMMENTS:

Sandy VanHuystee said Lyn Long, a board member, recently passed away. The May Election will be held in the Township Offices.

ADJOURNMENT

The meeting was adjourned at 5:38 p.m.

Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Suttons Bay Township
Unpaid Bills Detail
 As of June 26, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Accident Fund					
Bill	06/10/2020		06/20/2020	6	556.50
Total Accident Fund					556.50
American Waste					
Bill	06/10/2020		06/20/2020	6	3,750.00
Total American Waste					3,750.00
Catherine Hartesvelt					
Bill	06/01/2020		06/11/2020	15	1,760.74
Total Catherine Hartesvelt					1,760.74
Christy Brow					
Bill	06/01/2020		06/11/2020	15	444.67
Total Christy Brow					444.67
Consumers Energy					
Bill	06/10/2020		06/20/2020	6	25.91
Bill	06/10/2020		06/20/2020	6	28.54
Bill	06/10/2020		06/20/2020	6	89.50
Total Consumers Energy					143.95
Debbie Slocombe					
Bill	06/01/2020		06/11/2020	15	127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	06/10/2020		06/20/2020	6	1,028.40
Total Dorothy Petroskey					1,028.40
DTE Energy					
Bill	06/10/2020		06/20/2020	6	86.81
Total DTE Energy					86.81
Federal Tax Deposit					
Bill	06/10/2020		06/20/2020	6	1,653.15
Total Federal Tax Deposit					1,653.15
Gleaner Life Insurance Society					
Bill	06/10/2020		06/20/2020	6	5,555.11
Total Gleaner Life Insurance Society					5,555.11
Hentco Tennis Court Specialist					
Bill	06/10/2020		06/20/2020	6	3,300.00
Total Hentco Tennis Court Specialist					3,300.00
Jill Williamson					
Bill	06/10/2020		06/20/2020	6	87.50
Total Jill Williamson					87.50
Leelanau Enterprise					
Bill	06/10/2020		06/20/2020	6	222.10
Total Leelanau Enterprise					222.10
LPL FINANCIAL					
Bill	06/10/2020		06/20/2020	6	1,983.85
Total LPL FINANCIAL					1,983.85

Suttons Bay Township
Unpaid Bills Detail
 As of June 26, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Marge Johnson					
Bill	06/10/2020		06/20/2020	6	147.76
Total Marge Johnson					147.76
Michigan Assessing Service					
Bill	06/10/2020		06/20/2020	6	3,623.45
Total Michigan Assessing Service					3,623.45
Michigan Township Association					
Bill	06/10/2020		06/20/2020	6	4,388.84
Total Michigan Township Association					4,388.84
Municipal Retirement					
Bill	06/10/2020		06/20/2020	6	200.00
Total Municipal Retirement					200.00
Netlink					
Bill	06/10/2020		06/20/2020	6	407.00
Total Netlink					407.00
Networks Northwest					
Bill	06/10/2020		06/20/2020	6	700.00
Total Networks Northwest					700.00
Northern Building Supply, LLC					
Bill	06/10/2020		06/20/2020	6	107.75
Total Northern Building Supply, LLC					107.75
Pitney Bowes					
Bill	06/10/2020		06/20/2020	6	200.73
Total Pitney Bowes					200.73
Postmaster					
Bill	06/10/2020		06/20/2020	6	94.00
Total Postmaster					94.00
Richard Bahle					
Bill	06/01/2020		06/11/2020	15	1,181.11
Total Richard Bahle					1,181.11
Sandra Van Huystee					
Bill	06/01/2020		06/11/2020	15	2,164.42
Total Sandra Van Huystee					2,164.42
Spectrum Business					
Bill	06/10/2020		06/20/2020	6	258.44
Total Spectrum Business					258.44
State of Michigan					
Bill	06/10/2020		06/20/2020	6	212.60
Total State of Michigan					212.60
Steven Patmore					
Bill	06/01/2020		06/11/2020	15	2,825.16
Total Steven Patmore					2,825.16

Suttons Bay Township
Unpaid Bills Detail
As of June 26, 2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Tom Nixon					
Bill	06/01/2020		06/11/2020	15	127.45
Total Tom Nixon					127.45
Village of Suttons Bay					
Bill	06/10/2020		06/20/2020	6	65.90
Total Village of Suttons Bay					65.90
William Drozdalski					
Bill	06/10/2020		06/20/2020	6	160.90
Total William Drozdalski					160.90
TOTAL					37,565.74