

NOTICE OF MEETING

The Regular Meeting of the Suttons Bay Township Board will be held
Wednesday, January 11, 2023 at 5:15pm in the Suttons Bay Township Office
(There will be a ZOOM site for remote access)

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

PUBLIC COMMENT: Please limit comments to three (3) minutes unless the Chair grants otherwise. Questions will not be answered, but citizens may call the township office at 231-271-2722 to have questions discussed.

CONFLICT OF INTEREST

REPORTS:

Planning & Zoning
Parks Supervisor
Parks & Recreation Committee
Fire Authority

OLD BUSINESS:

1. Approval of the Minutes: December 14, 2022
2. Payment of the Bills
3. Decision on Location of Dog Park at Herman Park

NEW BUSINESS:

1. Approve Leland Board of Education Resolution for Summer Taxes
2. Approve Dates the Township Office is Closed for National/State Holidays
- 3.

PUBLIC COMMENT Please limit comments to three (3) minutes unless the Chair grants otherwise.

BOARD MEMBER COMMENTS

ADJOURNMENT

This meeting is a session of the Suttons Bay Township Board held in public for the purpose of conducting the Board's business and is not to be considered a public discussion meeting. Time is set aside for public comment during the meeting as noted on the Agenda. The Township Board welcomes the public's input at those times.

ZONING ADMINISTRATOR'S REPORT

SUTTONS BAY TOWNSHIP

December 2022

For January 2023 Township Board Meeting

Prepared by Steve Patmore

January 4, 2023

LAND USE PERMITS ISSUED

DATE	TOTAL	NEW HOMES	ADDITIONS	ACCESSORY STRUCTURES	OTHER
Dec. 2022	4	1	0	1	2
Year To Date	50	25	11	12	2
Year to date 2021	44	17	10	15	2
Year to date 2020	37	10	6	20	1
Year to date 2019	36	17	10	9	0
Year to date 2018	38	19	7	12	0
Year to date 2017	38	16	5	14	3
Year to date 2016	37	8	11	14	4
Year to date 2015	28	10	7	10	1

LUP 22-047 2528 N. Setterbo Rd. New single-family residence
LUP 22-046 525 & 529 N. Marek Rd. Two, 4-unit Multi-family buildings.
LUP 22-048 978 S. St. Michaels Highland Accessory Building
LUP 22-049 401 E. Nanagosa Ct. B&B

Land Divisions:

- Approved application for one new parcel on Herman Road.

Zoning Board of Appeals:

- No activity

Short Term Rentals:

- 40 Permits issued for 2022. (35 Renewals – 5 New)
- Renewal Permits for 2023 in progress. (28 issued so far)
- Questions on short-term rentals every day.

Other:

- Follow up on Site Plan Reviews.
- Site Visits on Special Use Permits.
- Reviewing Draft Zoning Ordinance Overhaul Sections.
- Several questions on potential campsites.
- Research on Wild Cherry Resort RV Park Special Use Permit for potential revisions.
- Winery license request for 9 Bean Rows.

STATE OF MICHIGAN
IN THE 13TH CIRCUIT COURT FOR THE COUNTY OF LEELANAU

PATRICK OTTO and
LEELANAU WATERSPORTS, LLC,

Appellants,

V

FILE NO. 22- 10807 -AA

SUTTONS BAY TOWNSHIP,

Appellee.

Lorri B. King (P42564)
Rachel Westmaas (P85383)
Law Offices of King & King, PLLC
Attorneys for Appellants
140 Paluster St.
Cadillac, MI 49601
231-779-9000

Timothy J. Figura (P79499)
Figura Law
Attorney for Appellee
PO Box 447
Empire, MI 49630
231-326-2072

AFFIDAVIT

STATE OF MICHIGAN)
) ss.
COUNTY OF WEXFORD)

I, Rachel Westmaas, being first duly sworn, deposed states as follows:

1. I represent the Appellants in this matter.
2. There is no further review needed by the Court in this matter.

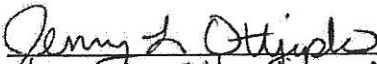
Further deponent sayeth not.

Dated: November 23, 2022



Rachel Westmaas

Signed and acknowledged before me by Rachel Westmaas on this 23 day of November, 2022.



Jenny L. Ottjops Notary Public
County of Wexford, State of Michigan, Acting in Wexford County, Michigan
My commission expires: 11-07-2026

Approved, SCAO

Original - Court
1st copy - Applicant
Other copies - All appearing parties

STATE OF MICHIGAN JUDICIAL DISTRICT 13th JUDICIAL CIRCUIT COUNTY PROBATE	DISMISSAL	CASE NO. 22-10807-AA
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Court address: 8527 E. Government Center Dr., Suttons Bay, MI 49682
 Court telephone no.: 231-256-9824

Plaintiff's name(s) and address(es)
 Patrick Otto and Leelanau Watersports, LLC

Defendant's name(s) and address(es)
 Suttons Bay Township
 95 W. Fourth St.
 PO Box 457
 Suttons Bay, MI 49682
 231-271-2722

v

Plaintiff's attorney, bar no., address, and telephone no.
 Rachel Westnaas (P85383)
 Law Offices of King & King, PLLC
 140 Paluster St.
 Cadillac, MI 49601
 231-779-9000

Defendant's attorney, bar no., address, and telephone no.
 Timothy J. Figura (P79499)
 Figura Law
 PO Box 447
 Empire, MI 49630
 231-326-2072

NOTICE OF DISMISSAL BY PLAINTIFF

1. Plaintiff/Attorney for plaintiff files this notice of dismissal of this case
 with
 without prejudice as to:
 all defendants.
 the following defendant(s): _____

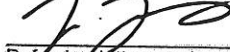
2. I certify, under penalty of contempt, that:
 a. This notice is the first dismissal filed by the plaintiff based upon or including the same claim against the defendant.
 b. All costs of filing and service have been paid.
 c. **No answer or motion has been served upon the plaintiff by the defendant as of the date of this notice.**
 d. A copy of this notice has been provided to the appearing defendant/attorney by mail personal service.

Date _____ Plaintiff/Attorney signature _____

STIPULATION TO DISMISS

I stipulate to the dismissal of this case
 with
 without prejudice as to:
 all parties.
 the following parties: _____

Date 11-22-22 Plaintiff/Attorney signature 

Date 11-23-22 Defendant/Attorney signature 

ORDER TO DISMISS

IT IS ORDERED this case is dismissed.
 with
 without prejudice. Conditions, if any: _____

This order resolves the last pending claim and closes the case.

Don Gregory/moved, Tom Koernke/supported, to approve with conditions the Site Plan submitted by Leelanau Watersports dated July 27, 2022 for a watercraft rental business located at 1274 S. Peck Road, Suttons Bay, Michigan. Property No. 45-011-033-030-00. This approval is based upon the Site Plan dated July 27, 2022, the General Findings of Fact, the Findings of Fact on Site Plan Review Standards and the review of the zoning ordinance contained in the Planning Commission Minutes. This approval is subject to the following conditions #1-26:

1. *This approval is based upon the use limited to a watercraft rental business with a maximum of 26 watercraft trailers located on the site at any time, of which one may be a storage trailer. All watercraft must be on trailers, and be owned or leased by Leelanau Watersports. This must be noted on the Final Site Plan. This condition reflects a voluntary reduction by the Applicant.*
2. *Per Section 3.12.4, no parking is allowed within the forty (40) foot Front Setback and Greenbelt, as shown on the revised Site Plan.*
3. *The Side Setback along the North property line adjacent to the Residential Zoning District shall be increased to twenty (20) feet for purposes of compatibility with the adjacent residential use of land. No parking of watercraft or other vehicles shall be allowed in this setback. (Section 19.15.B & C) This shall be noted on the Final Site Plan.*
4. *Dust control measures shall be required, when necessary, to prevent dust from reaching neighboring properties. (Section 19.15.B & C)*
5. *No outside storage in the area designated as commercial is allowed on the site between the dates of October 1st through April 30th each year. This must be noted on the Final Site Plan. This condition evolved from a voluntary condition from the Applicant.*
6. *A six (6) foot high wooden or vinyl privacy fence, meeting Section 3.12.9 shall be constructed parallel to the north property line from the westerly point shown on the Site Plan to the 40' Front Setback line on Peck Road. This fence shall be located a minimum of twenty (20) feet inside the north property line, and the finished side of the fence shall face outwards. 6'-8' tall cedars must be planted and maintained outside of this fence. This condition may be altered upon a written request by the adjacent property owners north of the subject property.*
7. *The six (6) foot high wooden or vinyl privacy fence shall be extended south from the twenty (20) foot setback line along the greenbelt line parallel to a point within five (5) feet north of the driveway. (Section 3.12) This fence shall be shown on the Final Site Plan.*
8. *The south property line shall be landscaped with 6'-8' tall cedars from the point as shown on the Site Plan to the Peck Rd. Greenbelt/Setback line. The cedar plantings shall also extend from the south property along the Greenbelt/40' setback line parallel to Peck Road northerly to a point within five (5) feet south of the driveway. (Section 3.12). These plantings shall be spaced a maximum of nine (9) feet on center in at least two alternating rows, with the rows being at least three (3) feet apart. These plantings shall be shown on the Final Site Plan.*
9. *The existing greenbelt along M-22 shall be maintained, or a new greenbelt meeting the zoning ordinance shall be installed.*
10. *All landscape and greenbelt plantings and maintenance shall meet Section 3.12. The landscaping and fencing and details must be shown on the Final Site Plan.*
11. *In order to provide compatibility between the residential and commercial uses on the site per Article 15, the residential and commercial uses shall be separated by a delineation fence around the residence. This fence may be a rail fence, chain-link fence, or equivalent. This shall be shown on the Final Site Plan.*
12. *There shall be two dedicated residential parking spaces shown on the Final Site Plan.*
13. *The portable toilet may not be located within the residence area, and must be screened from view from the roads and adjacent properties. (Article 3) The new location and screening must be shown on the Site Plan.*

14. *The Final Site Plan shall include the stormwater and soil erosion measures required by the Leelanau Conservation District. (Section 19.13.G)*
15. *Any rinsing or cleaning of watercraft on-site shall be done in conformance with the stormwater management plan and any applicable Michigan EGLE requirements. (Section 19.13.G) The Zoning Administrator is directed to notify the Drain Commissioner, EGLE, and whomever oversees invasive species prevention.*
16. *No parking associated with this business is allowed on M-22 or Peck Rd.*
17. *Any new utility lines shall be installed underground. (Section 19.13.E)*
18. *Any future signage shall meet the zoning ordinance and will require a permit from Suttons Bay Township. (Section 3.17)*
19. *Any exterior lighting shall be shielded downward and shall meet the requirements of the zoning ordinance. (Section 3.18)*
20. *All applicable requirements of any county, state, or federal permit or statute shall be met, including Leelanau County Soil Erosion, Michigan EGLE, Benzie/Leelanau District Health Department, Leelanau County Dept of Building Safety, MDOT, or Leelanau County Road Commission.*
21. *The electrical power and water source for the commercial uses must be accessible from outside the fenced residential area. (to help segregate uses) The Planning Commission directs the Zoning Administrator to notify the Leelanau County Department of Building Safety and the Benzie/Leelanau District Health Department of these concerns outlined above.*
22. *The privacy fencing and landscaping shall be installed by December 31, 2022. In the event that the privacy fencing and landscaping cannot be completed by December 31, 2022, Suttons Bay Township will require a Financial Security Requirement in accordance with Section 19.16.*
23. *A revised Final Site Plan reflecting these conditions shall be submitted to Suttons Bay Township within 60 days of this conditional approval.*
24. *The Planning Commission directs the zoning administrator to send the Site Plan dated July 27, 2022 to EGLE to verify the wetland delineation.*
25. *A fire lane for emergency access shall be maintained at all times.*
26. *Any trash receptacles shall be screened per Section 3.12*

**Voice Vote for the motion: Yes:- 7 No.- 1 Absent -1
motion carried.**

2. Zoning Ordinance Overhaul Project-Networks Northwest Set Meeting Dates

Beth from Networks Northwest said there is nothing to report. The dates for meetings to address the Zoning Ordinance Overhaul Project need to be set.

Reports

Zoning Administrator - Report in the packet.

Planner - No report.

Township Board - No report.

Chair Comments - None.

Commissioner Comments - Have some housekeeping issues that I think should be addressed, not following the zoning ordinance 100 percent.

Chair Rathnaw would like a de-briefing on this.

Suttons Bay Township Parks Supervisor Updates

Date: January 1, 2023

To: Suttons Bay Township Board

Re: Parks Supervisor – Monthly Update:

- 1) Assisted Jesse Fox with Ice Rink Liner, brought over (4) pallets of side boards that were stored at Herman Park, assisted with top cap installation.
- 2) Constructed loft inside of Ice Rink Park shed for storing top caps in off season.
- 3) Completed and submitted Sparks Grant ARPA – 0199 for Playground at HP on 12/16/22. Messaged that it was received and under review.
- 4) Compiled information received from Pete, completed and submitted Sparks Grant ARPA -0206 for Additional Pickleball Courts at HP on 12/18/22. Messaged that it was received and under review.
- 5) Approved Gosling-Czubak Contract for professional services (construction & bid packages) for Future Pickleball Courts.
- 6) Purchased and installed protective screens for window and message board on Ice Rink Shed.
- 7) Received Spinniken estimate dated 12/8/22 for (future) Ice Rink Park Irrigation.
- 8) Received Spinniken estimate dated 12/8/22 for irrigation expansion around Pavilion.
- 9) Received Spinniken estimate (\$8200) dated 12/8/22 for dog park irrigation.
- 10) Initial talks with Gosling-Czubak to discuss AJ's Excavating potential to perform Pickleball and Dog Park (site prep) work thru change orders.
- 11) Starting work on preliminary timing and bid package specification for Dog Park enclosure (fencing & gates).

William Drozdalski
Parks Supervisor
Suttons Bay Township

SUTTONS BAY TOWNSHIP - SPECIAL MEETING OF THE TOWNSHIP BOARD - DECEMBER 7, 2022

This is a combined meeting with the Township Park & Recreation Committee

CALL TO ORDER

Tom Nixon, Supervisor, called the Special Meeting of the Suttons Bay Township Board to order on Wednesday, December 7, 2022, at 6:30 p.m. at the Suttons Bay Township Offices.

Township Board Members Present:

Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe, Doug Periard

Pete Ostrowski, Chairperson, Parks & Rec Committee, noted members present.

Pete Ostrowski, Gary Hoenscheid, Dennis Rathnaw, Liz Mahaney(zoom), Deb Palms, Hadley

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Dorothy Petroskey/moved, Sandy VanHuystee/supported, to approve the agenda, motion carried.

PUBLIC COMMENT

None.

CONFLICT OF INTEREST

None.

INTRODUCTIONS

Tom Nixon introduced the Township Board.

Pete Ostrowski introduced the Parks & Rec Committee.

NEW BUSINESS

1. Approve a SPARKS Grant for additional pickle ball courts at Herman Park.

Discussion was held regarding the SPARKS GRANT.

- Pete Ostrowski - Amount of grant to be determined, looking at \$140,000. If the grant is awarded can use it for the first two pickle ball courts and then use the funding for the next two pickle ball courts.
- Bill Drozdalski - Working on the Grant.
- Tom Nixon - At December meeting Township Board will consider approval of Resolution for SPARKS GRANT.

BUSINESS TO DISCUSS

1. Review Expectations for Park & Recreation Committee, Roles, and Responsibilities

Tom Nixon said the Township Board appreciates the work that Parks & Rec Committee does, may want to have a joint meeting of Township Board and Parks & Rec Committee every year. Parks & Rec Committee proposals presented to the Township Board have been very helpful for the Board to make decisions. A copy of the Bylaws as of April 2022 were reviewed. Tom Nixon said Open Meetings Act is a good resource for the Committee.

Dorothy Petroskey said the Parks & Rec Committee Christmas Party should be noticed.

2. Discuss Ideas and Suggestions for the Five-Year Recreation Plan

- Pete Ostrowski - The Committee is putting a draft together to get started, only major activities after that would be doing community surveys.
- Bill Drozdalski - Need some direction from Township Board as to what it wants to see in the Five Year Recreation Plan before doing a survey.
- Tom Nixon - Township Board would expect to have input into the survey. The public should be able to guide the township on the parks. I would like to continue with the Monkey Survey.
- Dorothy Petroskey - Visions should be part of the Plan.
- Gary Hoensheid - MSU students are interested in doing a thesis on impacts of climate change in the tourism industry, something to consider in the Five Year Recreation Plan, how to adapt if things change.

3. Discuss Proposed Revisions to "The Parks Ordinance"

The Park Ordinance was reviewed by the Township Board and Parks & Rec Committee. Discussion was held regarding suggested changes to the ordinance. Tom Nixon noted the changes that have been made to the Parks Ordinance after discussion was held and will prepare the Parks Ordinance with the changes.

4. Other Items of Interest of Concern

Update on Dog Park

- Tom Nixon said the location of the dog park will probably be determined at the next township board meeting.
- Liz Mahaney - The committee has raised funds of \$32,000.00, have \$3,000.00 pledged, need \$12,500.00 in next 24 days.

PUBLIC COMMENT

Liz Mahaney said the tone of this meeting and effort of positive communication has been noted by her.

BOARD MEMBER COMMENTS -

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 7:53 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

DRAFT MINUTES

SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING - DECEMBER 14, 2022

CALL TO ORDER

Tom Nixon, Supervisor, called the regular meeting to order of the Suttons Bay Township Board on Wednesday, December 14, 2022, at 5:15 p.m. at the township offices.

Roll call of Board Members - Quorum Present

Present: Tom Nixon, Sandy VanHuystee, Dorothy Petroskey, Debbie Slocombe, Doug Periard

Absent: None

Staff Present: Steve Patmore, Marge Johnson

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve the agenda as amended, adding December 7, 2022 Joint Special Town Board Meeting Minutes, motion carried.

PUBLIC COMMENT

No comments.

CONFLICT OF INTEREST

None.

REPORTS

- Treasurer - Collecting taxes.
- Zon. Admin - Steve Patmore's Report
- Park Supervisor - Bill Drozdalski's Report.
- Parks & Recreation Committee Report - 2023 Calendar
- Fire Authority - Employee healthcare, EMS Acct. writeoffs, Calendar for 2023
- Faciliites - None.

OLD BUSINESS

1. Approval of the Minutes -

Debbie Slocombe/moved, Sandy VanHuystee/supported, to approve the November 16, 2022 Minutes as presented, motion carried.

Doug Periard/moved, Sandy VanHuystee/supported, to approve the December 7, 2022 Special Township Board Minutes, motion carried.

2. Payment of Bills

Doug Periard/moved, Debbie Slocombe/supported, to approve the bills in the amount of \$28,293.97, motion carried.

3. Decision to Pursue SPARKS Grant for Additional Pickle Ball Courts at Herman Park
Dorothy Petroskey/moved, Debbie Slocombe/supported, to approve the SPARKS Grant ARPA0 206 for \$140,000.00 for two (2) additional Pickle Ball Courts at Herman Park, and adopt Resolution No. 8 of 2022. Roll call vote: Yes: Dorothy Petroskey, Debbie Slocombe, Tom Nixon, Doug Periard, Sandy VanHuystee. No: None. Motion carried.

NEW BUSINESS

1. Approve Revisions to "The Parks Ordinance"

Tom Nixon noted the changes that have been made to the Parks Ordinance.

Debbie Slocombe/moved, Doug Periard/supported, to approve "The Parks Ordinance" as revised. motion carried.

2. Approve Revisions to "Park and Recreation Committee Bylaws"

Tom Nixon noted the changes that have been made to the Parks and Recreation Committee Bylaws.

Doug Periard/moved, Debbie Slocombe/supported, to adopt the Park and Recreation Committee Bylaws as revised, motion carried.

3. Approve Appointments to Township Committee, Commission and Boards

Tom Nixon/moved, Sandy VanHuystee/supported, to approve the slate of officers for the Township Committee, Commission and Board, motion carried.

Board of Review

James Eckerle

Larry Mawby

Robert Weyland

Patti Miller, Alternate

Terms End

December 2024

December 2024

December 2024

December 2024

Planning Commission

John Clark

Don Gregory

To Koernke

December 2025

December 2025

December 2025

Zoning Board of Appeals

Chris Branson

Jeff Slocombe

December 2025

December 2025

Parks & Recreation Committee

Liz Clark

Debbie Slocombe

December 2025

December 2025

4. Adopt 2023 Calendar

Sandy VanHuystee/moved, Dorothy Petroskey/supported, to adopt the 2023 Calendar for Board Meetings to be held in 2023, motion carried.

5. Personal Recommendation

Tom Nixon/moved, Debbie Slocombe/supported, to authorize the expenditure of \$1,000.00 for Sandy VanHuystee, for recognition of time spent and stress endured thru the election, motion carried.

PUBLIC COMMENT

Liz Mahany reported the Dog Park Committee is \$2,700.00 away from its goal.

BOARD MEMBER COMMENTS

Tom Nixon - Annual Pickup Day with Bingham Township - Saturday, May 20, 2023

Letters received from Andy Miller, Leelanau Soccer Club regarding Herman Park, and from Richard Baldwin regarding his intent, in the Village of Suttons Bay, to revisit his plans for property along Herman Road.

ADJOURNMENT

The meeting was adjourned at 5:51 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

Suttons Bay Township
Unpaid Bills Detail
As of January 11, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Andy Brandt					
Bill	01/11/2023		01/21/2023		73.88
Total Andy Brandt					73.88
Christy Brow					
Bill	01/03/2023		01/13/2023		448.04
Total Christy Brow					448.04
Debbie Slocombe					
Bill	01/03/2023		01/13/2023		127.45
Bill	01/11/2023		01/21/2023		118.26
Total Debbie Slocombe					245.71
Dee McClure					
Bill	01/11/2023		01/21/2023		36.94
Total Dee McClure					36.94
Dennis Rathnaw					
Bill	01/11/2023		01/21/2023		92.35
Bill	01/11/2023		01/21/2023		73.88
Total Dennis Rathnaw					166.23
Donald Gregory					
Bill	01/11/2023		01/21/2023		36.94
Total Donald Gregory					36.94
Dorothy Petroskey					
Bill	01/03/2023		01/13/2023		2,166.44
Bill	01/11/2023		01/21/2023		136.10
Total Dorothy Petroskey					2,302.54
Doug Periard					
Bill	01/03/2023		01/13/2023		127.45
Total Doug Periard					127.45
DTE Energy					
Bill	01/11/2023		01/21/2023		149.62
Total DTE Energy					149.62
ElectionSource					
Bill	01/11/2023		01/21/2023		990.00
Total ElectionSource					990.00
Elizabeth Clark					
Bill	01/11/2023		01/21/2023		73.88
Total Elizabeth Clark					73.88
Elizabeth Mahaney					
Bill	01/11/2023		01/21/2023		36.94
Total Elizabeth Mahaney					36.94
Federal Tax Deposit					
Bill	01/11/2023		01/21/2023		2,009.84
Total Federal Tax Deposit					2,009.84
Gerald Devol					
Bill	01/11/2023		01/21/2023		110.82
Total Gerald Devol					110.82

Suttons Bay Township
Unpaid Bills Detail
As of January 11, 2023

Type	Date	Num	Due Date	Aging	Open Balance
Hadley Dickenson					
Bill	01/11/2023		01/21/2023		110.82
Total Hadley Dickenson					110.82
Hansen Plaza Condo Association					
Bill	01/11/2023		01/21/2023		278.84
Total Hansen Plaza Condo Association					278.84
Jill Williamson					
Bill	01/11/2023		01/21/2023		62.50
Total Jill Williamson					62.50
John Clark					
Bill	01/11/2023		01/21/2023		36.94
Total John Clark					36.94
Michigan Assessing Service					
Bill	01/11/2023		01/21/2023		4,075.83
Total Michigan Assessing Service					4,075.83
Northern Building Supply, LLC					
Bill	01/11/2023		01/21/2023		108.99
Total Northern Building Supply, LLC					108.99
Patti Miller					
Bill	01/11/2023		01/21/2023		73.88
Total Patti Miller					73.88
Pete Ostrowski					
Bill	01/11/2023		01/21/2023		110.82
Total Pete Ostrowski					110.82
Rhoda Johnson					
Bill	01/11/2023		01/21/2023		73.88
Total Rhoda Johnson					73.88
Sandra Van Huystee					
Bill	01/03/2023		01/13/2023		2,166.28
Bill	01/03/2023		01/13/2023		985.50
Total Sandra Van Huystee					3,151.78
Spectrum Business					
Bill	01/11/2023		01/21/2023		261.78
Total Spectrum Business					261.78
State of Michigan					
Bill	01/11/2023		01/21/2023		1,031.38
Total State of Michigan					1,031.38
Steven Patmore					
Bill	01/03/2023		01/13/2023		2,950.71
Total Steven Patmore					2,950.71
Tom Koenke					
Bill	01/11/2023		01/21/2023		73.88
Total Tom Koenke					73.88

Suttons Bay Township Unpaid Bills Detail As of January 11, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Tom Nixon					
Bill	01/03/2023		01/13/2023		1,217.54
Total Tom Nixon					1,217.54
Village of Suttons Bay					
Bill	01/11/2023		01/21/2023		64.05
Total Village of Suttons Bay					64.05
William Drozdalski					
Bill	01/11/2023		01/21/2023		103.08
Total William Drozdalski					103.08
Williams & Bay					
Bill	01/11/2023		01/21/2023		84.90
Total Williams & Bay					84.90
TOTAL					20,680.43

SUTTONS BAY TOWNSHIP

The township office will be **CLOSED** on the following
Nationally and Leelanau County recognized Holidays

2023

<u>Holiday</u>	<u>Office Closed</u>
New Year's Day	Monday, January 2
Martin Luther King's Birthday	Monday, January 16
President's Day	Monday, February 20
Memorial Day	Monday, May 29
Independence Day	Tuesday, July 4
Labor Day	Monday, September 4
Columbus Day	Monday, October 9
Veteran's Day	Friday, November 10
Thanksgiving Day	Thursday, November 23 Friday, November 24
Christmas Day	Friday, December 22 Monday, December 25

**LELAND PUBLIC SCHOOL
and
SUTTONS BAY TOWNSHIP**

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this _____ day of _____, 20__ by and between LELAND PUBLIC SCHOOL, located on 200 N. Grand Avenue, Leland, MI 49654 (hereinafter "School District") and SUTTONS BAY TOWNSHIP (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the providing for the collection by Township of a summer tax levy of the total School District property taxes for 2021.

1. The Township agrees to collect the total school property taxes as certified by the School District for levy on July 1 of each year on property located within the Township.

2. The School District agrees to pay costs for preparation and collection of summer taxes for the School District as follows:

a. The collection fee for 2023 will be \$2.50 per parcel of taxable property within the School District (this includes postage for return receipts) as costs for preparation of bills and collection of taxes. This fee is also to include the cost of collecting the Traverse Bay Area Intermediate School District summer tax levy.

b. The Township is to submit billing for total number of parcels with first remittance of tax collections and School District Business Office will remit to Township within five (5) business days upon receipt of billing.

3. No later than the second Wednesday in June, the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection.

4. The Township Treasurer shall account for and deliver summer school tax collections on a weekly basis using the following procedure. Taxes collected by Thursday of each week during the collection period will be remitted to the school before Friday at twelve o'clock p.m. of the following week. The first check shall be remitted to the school on or before the second Friday in July.

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5. In return for the weekly payment, the School District waives any claim to interest earned during the time the money is in Township accounts.

6. General conditions of this agreement negotiated by the Township Supervisor and School District's Superintendent on the _____ day of _____, 20__, subject to approval of both Boards.

TOWNSHIP:

SCHOOL DISTRICT:

Treasurer

Superintendent

SIGNATURE AUTHORIZED BY
BOARD OF TRUSTEES
RESOLUTION OF
SUTTONS BAY TOWNSHIP

SIGNATURE AUTHORIZED BY
BOARD OF EDUCATION
RESOLUTION OF
LELAND PUBLIC SCHOOL

Supervisor

President