

DRAFT MINUTES

**SUTTONS BAY TOWNSHIP
REGULAR MEETING – NOVEMBER 11, 2020**

Due to current isolation guidelines the November 11, 2020 meeting will be via Zoom.

CALL TO ORDER – REGULAR MEETING

Rich Bahle, Supervisor, called the regular meeting of the Suttons Bay Township Board of Trustees to order at 5:15 p.m., November 11, 2020, at the Suttons Bay Township Offices, #95 W. Fourth St., Suttons Bay, Michigan.

ROLL CALL - Quorum Present

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

Absent and excused: None

Staff Present: Kathy Egan, Planner, Mathew Cooke, Planner,

Also in attendance via Zoom: Marge Johnson, Dorothy Petroskey, Bill Drozdalski, Eric Carlson,
Susan Odom

APPROVAL OF THE AGENDA

Consensus to approve the Agenda.

PUBLIC COMMENT

None

REPORTS:

- **Treasurer** Report presented.
- **Planning & Zoning** – Kathy Egan is resigning from Networks Northwest and Mathew Cooke of Networks Northwest will be the new planner for the township. Planning Commission discussed proposed amendment for corn maze, and application of the Barnes family for a special use permit for Southwell Farms, need to make sure that application is harmonious with the community.
- **Fire Authority** – Meeting last night. Authority requesting 2% grant from the Tribe for \$75,000 for the Engine. Wrote off bad debt and sent referrals to collection. Changed plan contribution for all employees who have HSA Health Insurance Plan.

- **Parks & Rec** - Bill Drozdalski - Re: Herman Park – irrigation and water lines all blown out. All porta-johns and totes removed until next year, screens removed from all the courts. Follow up with scouts on a project to clean up around the pond. Stump grinding was completed at Graham-Green and Vic Steimel Parks. Spikes put up on sway bar at the Pavilion. Debbie Slocombe – Yak Grant Coordinator – zoom meeting to be announced. Memorial bricks installed at Herman Park that were the fundraiser for the Garden Club.
- **Facilities** – No report.

OLD BUSINESS:

1. Approval of the Minutes – October 14, 2020
Rich Bahle/moved, Tom Nixon/supported, to approve the October 14, 2020 Minutes as corrected: Re: Peck Rd – EGLE District Office, fuel tanks and a number of them are near wetland areas, regulate instead of regular. PASSED.
2. Payment of Bills
 Sandy VanHuystee submitted bills in the amount of \$22,920.66 for payment.

Sandy VanHuystee/moved, Cathy Hartesvelt/supported, to approve payment of the bills in the amount of \$22,920.66, PASSED.
3. Village/Township Leo Creek – culverts & road repairs: update
 Rich Bahle said he has nothing to add with regard to the Village/Township Leo Creek matter. Bahle hopes to have Sarah Urem attend the December meeting for an explanation of what study is and answer some questions.

NEW BUSINESS:

1. Zoning Ordinance Amendment – Corn Maze
 Tom Nixon said this amendment if approved would allow corn mazes in the township. It's not uncommon in communities around us and elsewhere in Michigan where farmers have cornfields which be used for additional revenue by creating mazes. Planning Commission concluded corn mazes should be part of our township with some perimeters. County Planning Commission has reviewed the language. Pete Leabo on M-204 wants to put in a corn maze.

Tom Nixon/moved, Cathy Hartesvelt/supported, to adopt Ordinance No. 1 of 2020, an Ordinance to amend the Suttons Bay Township Zoning Ordinance, Amending Article 4, Agricultural District, as presented with corrections.

Discussion: Susan Odom – The name of this is “seasonal outdoor maze”.

Debbie Slocombe – Amendment says requires a special land use permit, and in the background it says without a permit. Do they need yearly prior approval?

Tom Nixon – Yes, Planning Commission wants to retain the right of review annually to see how this works. It is a special use which requires a special use permit. Letter B was put in there because there may be other structures like porta-johns, cider and donut stands or additional parking areas, other structures, other things that could occur on the property. Debbie Slocombe – Needs to be annually somewhere. If I had a corn maze one year, wouldn’t think I need a permit for another year if it is not stated.

Tom Nixon – Adding things to the property to benefit the maze. Susan Odom – Should say that it will be renewed every 12 months. Rich Bahle – no press to get this adopted at this meeting, don’t see reason why if you want to take another look at it if we are going to wrestle with some intent and language, instead of trying to hammer that out tonight.

I think it would appropriate to send this amendment back to the Planning Commission.

Cathy Hartesvelt – special use permit would have time perimeter when it is issued, that special land use permit is good for this period of time. Susan Odom – That’s now they usually work, like with Starry Nights, that one runs with the land. Rich Bahle – I think

if there was some specific intent, we should probably have that language. Sandy VanHuystee – Doesn’t b. explain it, all structures associated with the outdoor maze does

require a special land permit and shall have prior approval, no expansion of use of activities associated with this shall be allowed unless permitted with a special land permit. Doesn’t it kind of say that. Rich Bahle – The question is whether or not that permit needs

to be renewed, not only if they add something or change something, have a permit, but there seems to be it would be renewable on an annual basis, that it the intent. So until there is clarity on that, why we don’t table this for the evening.

(No vote was taken on this motion).

Rich Bahle/moved, Debbie Slocombe/supported, to table the zoning amendment until clarity is gotten from the Planning Commission. Motion passed.

PUBLIC COMMENT:

No public comment.

BOARD MEMBER COMMENTS:

Tom Nixon – This is Cathy Hartesvelt’s last meeting with us, and we are going to miss you Cathy.

Debbie Slocombe – Good luck.

Rich Bahle – This plaque doesn’t truly reflect the efforts that you have put in to what you have done for the township, and the pleasure that it has been to have you filling that chair. I reflect quite often and I did say it to Sandy Grant at our Fire Board Meeting last nite that the job that you did at the Fire Authority was outstanding and helped us a great deal. You will be missed. Thank you very much for all your efforts.

Resolution of Appreciation to Catherine Hartesvelt

WHEREAS, Cathy consistency and accuracy performed the roles and responsibilities of the Township Treasurer;

WHEREAS, Cathy appropriately and successfully represented the Board in various property tax litigation matters with an endearing resolve of professionalism;

WHEREAS, Cathy consistently performed her treasurer responsibilities in a manner which exemplified serving the needs of each citizen of our township in a fair, responsive and efficient manner;

WHEREAS, Cathy consistently maintained township records with accuracy and care, distributing them in a timely manner and resolving any issues with politeness and understanding;

WHEREAS, Cathy’s direct service and participation on the township board was collegial, thoughtful, construction, and directly assisted the Board in reaching numerous and appropriate constructive decisions;

WHEREAS, Cathy represented “the very best of what is required of a township treasurer;

NOW, THEREFORE, BE IT RESOLVED, that the Township Board, on behalf of the citizens of Suttons Bay Township and area do hereby express its sincere appreciation to Catherine Hartesvelt for serving as the township treasurer for 19 years. You truly have made an impact.

Rich Bahle/moved, Debbie Slocombe/supported, to adopt a Resolution of Appreciation to Catherine Hartesvelt. Roll call vote: Yes: Rich Bahle, Sandy VanHuystee, Debbie Slocomb, Tom Nixon. No: None. Abstain: Cathy Hartesvelt. Motion passed.

(continuation of Board Member Comments)

Cathy Hartesevelt – It has been one of my favorite jobs in my life, and I am very blessed because I’ve loved all the jobs I’ve had as I have gone through my life, and especially thank my predecessor Lynn Long for convincing me that this would be a great fit for me, and it was, and all board members that I have served with over the years like Ron, Dick and Jerry, Tom, Bill,

Rich, and my mentor and absolutely good friend Sandy who I will miss. I just want to thank you Rich for having confidence in me with the Fire & Rescue, that was a joy. I have total confidence in your new treasurer, Dorothy, and she is graciously allowing me to be her Deputy. I will still be in the wings, and you are going to have a good treasurer in Dorothy, and you will enjoy her immensely, and her professionalism will shine. Thank you everybody.

Eric Carlson – Thank you Cathy.

Rich Bahle – Tom, thank you for making me read it.

Sandy VanHuystee – On November 20th, by noon I have to swear you all in as new officials. I will be here 3 to 4 hours that day. Rich, I swear you in, and you will have to swear me in.

Gonna miss Cathy, but have the joy of having Dorothy here. We will work well together. I am going to miss you Cathy.

Tom Nixon – I think it would be remiss not to complement our Clerk on what was probably the most horrendous election that's ever been held in our township, and with class and efficiency and proficiency, you carried it off very well Sandy. Thank you for all the enormous hours and time you spent agonizing over lots of stuff.

Rich Bahle – Sandy, it was impressive to see how well everything went. You did an excellent job. I think the vast majority of the public even in a normal election doesn't realize the effort and what happens in the background, but this one, as Tom mentioned, was a particularly challenging, given the number of ballots you had to handle, the absentee, but you did an outstanding job in a difficult situation, so thank you.

Sandy VanHuystee – Thank you very much. Dorothy helped me a lot and all my election workers helped me, polling place and at the AV. They did a great job. Haven't heard from the canvassers, so I think that's a good thing that everything was signed, but I couldn't have done it without them, they were amazing. Thank you.

ADJOURNMENT: Rich Bahle adjourned the meeting at 5:50 p.m.

**MINUTES BY MARGE JOHNSON, RECORDING SECRETARY
SANDY VANHUYSTEE, Clerk**

Suttons Bay Township
Unpaid Bills Detail
 As of December 17, 2020

Type	Date	Num	Due Date	Aging	Open Balance
Bingham Township					
Bill	12/09/2020		12/19/2020		17.90
Total Bingham Township					17.90
Christy Brow					
Bill	12/01/2020		12/11/2020	6	444.67
Total Christy Brow					444.67
Debbie Slocombe					
Bill	12/01/2020		12/11/2020	6	127.45
Total Debbie Slocombe					127.45
Dorothy Petroskey					
Bill	12/01/2020		12/11/2020	6	2,289.08
Bill	12/09/2020		12/19/2020		1,554.91
Total Dorothy Petroskey					3,843.99
DTE Energy					
Bill	12/09/2020		12/19/2020		74.35
Total DTE Energy					74.35
Elmer's					
Bill	12/09/2020		12/19/2020		31,447.20
Total Elmer's					31,447.20
Federal Tax Deposit					
Bill	12/09/2020		12/19/2020		4,228.05
Total Federal Tax Deposit					4,228.05
Integrity Business Solutions					
Bill	12/09/2020		12/19/2020		116.85
Total Integrity Business Solutions					116.85
Jill Williamson					
Bill	12/09/2020		12/19/2020		87.50
Total Jill Williamson					87.50
Marge Johnson					
Bill	12/09/2020		12/19/2020		147.76
Total Marge Johnson					147.76
Michigan Assessing Service					
Bill	12/09/2020		12/19/2020		3,689.58
Total Michigan Assessing Service					3,689.58
Netlink					
Bill	12/09/2020		12/19/2020		147.99
Total Netlink					147.99
Richard Bahle					
Bill	12/01/2020		12/11/2020	6	1,181.11
Total Richard Bahle					1,181.11
Sandra Van Huystee					
Bill	12/01/2020		12/11/2020	6	2,294.99
Total Sandra Van Huystee					2,294.99

**Suttons Bay Township
Unpaid Bills Detail
As of December 17, 2020**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Spectrum Business					
Bill	12/09/2020		12/19/2020		266.79
Total Spectrum Business					266.79
State of Michigan					
Bill	12/09/2020		12/19/2020		138.12
Bill	12/09/2020		12/19/2020		1,038.46
Total State of Michigan					1,176.58
Steven Patmore					
Bill	12/01/2020		12/11/2020	6	2,825.16
Total Steven Patmore					2,825.16
The Copy Shop					
Bill	12/09/2020		12/19/2020		15.00
Total The Copy Shop					15.00
Tom Nixon					
Bill	12/01/2020		12/11/2020	6	127.45
Total Tom Nixon					127.45
TOTAL					52,260.37

SUTTONS BAY TOWNSHIP

NOTICE TO THE PUBLIC

SCHEDULE OF REGULAR TOWNSHIP MEETINGS

CALENDAR YEAR 2021

The Regular Board Meetings of the Suttons Bay Township are scheduled at 5:15 the second Wednesday of each month. All meetings are at the Township Office at 95 W. FOURTH STREET HANSEN PLAZA. The Annual Budget Hearing will be held at the March Meeting starting 5:15 P.M. just prior to the Regular Meeting. Dates for 2021:

JANUARY	13
FEBRUARY	10
MARCH	10
APRIL	14
MAY	12
JUNE	9
JULY	14
AUGUST	11
SEPTEMBER	8
OCTOBER	13
NOVEMBER	10
DECEMBER	8

SANDRA VAN HUYSTEE
TOWNSHIP CLERK
DECEMBER 9, 2020