CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING
Wednesday September 14, 2022 7:00PM
Centerville Township Hall; public participation via Zoom
MINUTES

PRESENT: James Schwantes, Elizabeth Chiles, Katrina Pleva, Ron Schaub, Dan Hubbell was absent due to health issues
GUESTS: 4 members of the public including Brendan Mullane and Greg Mikowski of Leelanau County County Road Commission

1. **Call to Order/Pledge of Allegiance:** Supervisor Schwantes called the meeting to order at 7:00 PM
2. **Review Agenda/Additions /Public Comment /Approve Agenda**
   1. **Public comment:** Kama Ross and Alan Campbell were both present and provided brief summaries of their candidacies for District #5 County Commissioner.
   2. **Agenda amendments:**
      - **Add 11.2 Micro-breweries**
      - **Add 14.3 Legal rate increase**
      - **Add 14.4 Report on driveway maintenance**

   MOTION: Schaub moved to approve agenda as submitted; seconded by Pleva. Motion carried. Yeas: 4 Nays: 0
3. **Special item: Leelanau County Road Commission Presentation**—Brendan Mullane, Leelanau County Road Commission Staff Manager, presented the Road Commission Annual Report, providing an overview of the Commission work, staff, and equipment as well as ~~of~~ the Commission's project list and status of ~~the is~~ this year's budget. Please see commission report on township website.

   Public comment: ***What type of road improvement/maintenance work will be done to Amore Rd., recognizing that there is nothing planned for work on Amore immediately?*** Mullane responded that, per state law, townships bear financial responsibility for secondary road maintenance. In the case Amore Rd, which needs to be completely resurfaced, the Commission may, at their discretion, contribute up to 50% of the cost of resurfacing. The nature of the work to be done on Amore will be influenced by the township; while the Commission will prepare an estimate, the township does have significant say in the nature of the work that will ultimately be done.

   How many new culverts will be a part of the project? Unknown at this time. Original estimate included +/- culvert cost. The Supervisor pointed out that there are currently funds becoming available for stream restoration projects. This part of the state is leading a lot of this work so there may be funds available to apply to the project. He also pointed out that planning for Amore restoration will take some time, due to the cost. There has been some discussion about the possibility of taking the road back to gravel. Mullane agreed that discussing the various options and possibilities is the correct approach at this time.
4. **Previous Meeting Minutes**
   1. **August 9, 2022 Regular Meeting Minutes corrections:** none

   MOTION: Pleva moved to accept **August 9, 2022 minutes** as corrected; seconded by Schaub. Motion carried. Yeas: 4 Nays: 0
5. **Township Financial Update**
   1. **Treasurer's Report.** The Treasurer mentioned that many property payments are coming in at this time. She also pointed out that ~~check~~ receipt #3167 was the ARPA fund transfer to cover the cost of the upgrade to sound equipment in the Township Hall.

   MOTION: Schaub moved to accept the Treasurer's report as presented; seconded by Chiles. Motion carried. Yeas: 4 Nays: 0

2. **Reconciliation for August 2022--** Reconciliation report for July was reviewed by the Board; report was signed by Supervisor Schwantes on September 14, 2022.

6. **Invoices—**Board reviewed and authorized payment of invoices received.

   MOTION: Schwantes moved to accept invoices and pay as presented; seconded by Pleva. Motion carried. Yeas: 4 Nays: 0

7. **Clerk Report**: At Supervisor's suggestion, the Clerk distributed copies of the 2021 Audit report, prepared by Gabridge & Co. and dated March 31, 2022. The Board will review the Audit at next month's meeting. The Clerk also indicated that the Election Commission would be meeting immediately after the township board meeting, in preparation for the November 8, 2022 General Election. The Supervisor has added the date and timing for the Public Accuracy Test for the November election (October 26, 2022 at noon) into his community newsletter.

8. **Correspondence/ Communications (this agenda item will be changed to read "Supervisor's Report" in future agendas)**—Supervisor received notification from Matt Ansorge, director of Emergency Management in Leelanau County of the upcoming Leelanau Harvest Tour bike race, occurring this weekend (September 17-18). The race will be using Townline, Eitzen, Honke and South Lake Shore Drive roads. It was assumed that County Emergency policies now cover these kinds of events, since no Township permission or planning was earlier engaged.

9. **Board of Review (BOR) Report—**none; Supervisor has checked with 2 current members whose appointments are up for renewal and those 2 are committed to continuing on with current Board of Review; the Supervisor mentioned that a new alternate will be needed to replace our current alternate.

10. **Zoning Administrator's (ZA) Report—**
    - Zoning Administrator is following 2 properties--Popp Rd and Ski View burned out home. These properties are both in Building Department's system for assessment and review.
    - Complaints received about STR neighbors have been forwarded to the Planning Commission. Local response will depend on state legislature's action.
    - ZA report is published with the township packet on the township website, under Meetings.

    1. **Lake Shore Drive**—Supervisor provided an update on the current progression of events concerning this property. Plans for and documents required for negotiation are still being discussed and finalized. The Board agreed that the Supervisor should continue to act on the Board's behalf in these negotiations, given the current understanding of timeline and expense.

11. **Planning Commission Report—**
    1. **Board member report**—none
    2. **Micro-breweries—**New ordinance for micro-breweries was developed by the Planning Commission and recommended for adoption at the end of the Special Planning Meeting held on August 29, 2022 (see attached document, ***Wineries ZO update 9.14.2022.docx***). The ordinance will require passage of a resolution by the Board. Discussion of the ordinance and voting on the associated resolution will be addressed at the next Township Board meeting, October 12, 2022.
    3. **Special Meeting Re: Leelanau Pines at Leland School Performing Arts Center, Wednesday, September 21 at 6:30 PM**

       Public comment: ***What is the purpose of the second Special Meeting?*** Purpose is to allow discussion of information that has been gathered, including public comments, concerning the plans presented. PC will then decide whether additional information is required in order to make a decision on the proposed plan.
    4. **Next regular meeting:** Monday, October 3, 2022 at 6:30PM

12. **Cedar Area Fire and Rescue (CAFR) Board**
    1. **Board member report—**Solon has approved the strategic plan, but the Board has not ratified the plan as of yet. CAFR continues to stay within budget, managing expenses and addressing extra overtime costs. Kasson indicated that they are still looking for property for potential use as a fire station. See CAFR Board report.

2. **Next regular ~~meetings~~ meeting:** Thursday, October 6, 2022 at 2:00PM

13. **Board – Unfinished business**
    1. **Remodel of upper hall—** no update
14. **Board New business**
    1. **Road Priorities for 2022-23—** Supervisor will schedule a meeting with Road Commission next week to review the township road priority list. Supervisor proposes that Manor Green and Ski View Streets as well as Cedar View be chip-sealed.

    MOTION: Schwantes moved that the Centerville Township Board of Trustees designate the following roads as priorities, as required by policy: Amore Rd., Manor Green Streets, Ski View streets, ~~Cedar View~~ Cedarview Rd., and Overby Rd.; seconded by Chiles. Yeas: 4 Nays: 0

    2. **Expiring appointments**—Supervisor has talked with and confirmed nearly all appointees that are expiring (there are 3-4 appointees whose appointments are expiring). Current BOR alternate must be replaced; also looking to identify a second alternate. Supervisor to include mention of positions needing appointees in next community newsletter. Appointments are not formally made until December.
    3. **Legal rate increase**

    MOTION: Schwantes moved that the Centerville Township Board of Trustees agrees to grant the request from the law firm Olson, Bzdok, &Howard made by letter on September 6, 2022 to increase the fees they charge the township by $10.00 an hour so that Principal rate will increase from $150 to $160 per hour and the rate for other attorneys will increase from $135 to $145 an hour; seconded by Schaub. Yeas: 4 Nays: 0

    4. **Report on driveway maintenance**—new gravel fill was recently damaged; Brian reworked the gravel fill at the entrance and re-graded the upper parking entrance. Supervisor suggested that edges to the new entrance be protected by sawhorses until the fill has had time to thoroughly compact.
15. **County Commissioner Report—** Patricia Soutas-Little was unable to attend; she will forward her report.
16. ***Upcoming Township Meetings:***
    1. **Next regular Board of Trustees Meeting**: Wednesday, October 12, 2022 at 7:00 PM
17. **Public Comment—** K Ross asked if she could volunteer to powerwash the Township Assembly Hall. Supervisor gave permission and indicated that he would work with her on this job.

    How many Board members were at the recent Special Meeting regarding Leelanau Pines development? Supervisor indicated that there were no Board members at the meeting—intentionally. If any decisions growing out of this proposed project were to come back to the township as a court case, then the Board's prior presence at the Special Meeting could be considered to be a source of bias in subsequent decisions. In addition, historically, the Planning Commission seeks to keep politics out of its planning discussions and decisions.
18. **Motion to Adjourn at 8:40 PM**

Respectfully submitted,
Patty Ray, Deputy Clerk

Clerk's Signature: _____ Date: 10/12/22