

Leland Township Board Special Meeting

OPEN SESSION

April 24, 2023, 10:00 a.m.

Leland Township Office, 224 W. Main St., Lake Leelanau

A portion of this meeting may be held in closed session if an open meeting would have a detrimental financial effect on the Township's litigating or settlement position.

PRESENT: Supervisor Susan Och, Clerk Lisa Brookfield, Treasurer Shirley Garthe, Trustee Clint Mitchell

ABSENT: Trustee Mariann Kirch

GUESTS: Keith Ashley, Kama Ross, Gary Coyle, Cal Little

CALL TO ORDER/ PLEDGE OF ALLEGIANCE

Ms. Och called the meeting to order at 10:05 with the Pledge of Allegiance.

APPROVAL OF AGENDA

ACTION: Mr. Mitchell moved to approve the agenda as presented; supported by Ms. Garthe. Motion carried.

DECLARATION OF CONFLICT OF INTERESTS - None

PUBLIC COMMENT - None

DISCUSSION:

The Facilities committee has been diligently working on finding proper office facilities for over a year. Recently, they found a parcel that meets nearly all of the requirements for Township offices. It can be arranged for Board members to visit the property. The Committee prepared a document that included the pros of this property which are listed below:

- High visibility. M-204 frontage next to BP Gas Station, .55 acre site.
- 2200 sq. ft. existing building.
- Four or more private offices already configured.
- Storage room on first floor and in basement..
- Large paved parking area in good condition.
- Building recently painted.
- New carpet throughout.
- Building is in impeccable condition inside and out.
- Move in condition, any alterations could be done later.
- Motivated seller.
- Room to expand in three directions for a meeting hall.
- Sophisticated IT system that would accept Township computers. Tech support located in Suttons Bay.
- All utilities including sewer connection are in place.

- Furnace room is spacious and furnace, AC and hot water tank appear to be in excellent condition.
- Asking price is in line with what a new building would cost at \$272 per sq. ft. and the property value is on top of that. A new building estimate would be \$300 to \$350 per sq. ft.
- Bathroom is ADA compliant.
- All doors are 36" wide, ADA compliant
- By providing public access (elevator) to basement and adding a second egress door, this space may suffice as the Public meeting space.
- Additional parking can be obtained by paving the area behind the building and accessed from either end. or from Main St. if the survey reveals access, may need to negotiate crossing the Plamondon easement along Main St.
- Don't have to compete for busy building trades to build a new building on Grove Park or vacant land.

Ms. Och talked about bonding. Everything would have to be ready by May 16. The Township is pre-qualified to issue municipal securities. An installment purchase agreement on a land contract cannot exceed 15 years,

Blueprints were checked over and there were no red flags.

ACTION: Mr. Mitchell moved to go into closed session for the purpose of discussing the purchase or lease of real property in discussion with the Facilities Committee; supported by Ms. Garthe. Motion carried.

VOICE ROLL CALL: (not necessarily called in this order)

Supervisor Susan Och: Yes

Clerk Lisa Brookfield: Yes

Treasurer Shirley Garthe: Yes

Trustee Clint Mitchell: Yes

Trustee Mariann Kirch: Absent

Motion carried. 4 in favor, 0 opposed, 1 absent

The meeting went into closed session for real estate discussion of price, negotiations, financing and calendar.

The meeting returned to open session at 11:31 a.m.

ACTION ITEMS

1. Discuss purchase offer for 489 W. Main Street, Lake Leelanau, MI 49653

ACTION: Mr. Mitchell moved to appoint a negotiating committee of Gary Coyle, Keith Ashley, Lisa Brookfield, and Cal Little for the property at 489 W. Main Street, Lake Leelanau, MI 49653; supported by Ms. Garthe.

DISCUSSION: Ms. Brookfield requested for continuity and clarity, that communication with Mr. LeBlanc be done through the negotiating committee and not through individual board members.

Motion carried.

ACTION: Mr. Mitchell moved to direct the negotiating committee to make an offer on the property at 489 W. Main Street, Lake Leelanau, MI 49653 based on terms discussed in the closed session; supported by Ms. Garthe. Motion carried.

The committee will arrange for Board members to view the property.

Ms. Och will call Mr. Parker, the code officer, Vicki Brown (surveyor), and the inspector.

Mr. Coyle will handle the inspections and titles.

2. Coverage of maintenance duties.

There was a discussion about how to cover Ken Hagstrom's duties since he is in recovery from injuring his arm. At this time, Ken would be doing spring clean-up before starting the mowing. The ballfield and the cemeteries need to be cleaned up, and two trees that are down at Schneider Beach need to be removed, and trash bins need to be put out. Ms. Garthe reported that volunteers have been cleaning up Drow Field. There are no bathrooms at Vans or Drow. Mowing will need to be done soon. There was discussion about the number of trash bins at each location. The Country Club will mow the soccer field. Mr. Mitchell did not get a price yet. Ms. Och is talking to Youth Work about mowing the cemeteries. They could also do the sticks and dispose of the flower pots. Parshall could be hired for \$800 to get rid of the downed trees. There was discussion about how much of workman's compensation will cover this work. Mr. Mitchell is willing to do some mowing. Spinniken will have to coordinate with the soccer schedule and mowing in order to do the fertilizing. Ponte Leone may be able to help.

OTHER/OLD BUSINESS - None

BOARD COMMENT - None

PUBLIC COMMENT None

ADJOURNMENT

ACTION: Ms. Garthe moved to adjourn the meeting at 12:10 p.m.; supported by Mr. Mitchell. Motion carried.

Respectfully Submitted,
Cindy Kacin, Recording Secretary

Date Approved: _____

Susan Och, Leland Township Supervisor

Lisa Brookfield, Township Clerk