

**Regular Meeting of the Township Board
Tuesday, January 12th, 2021
Cleveland Township Virtual Zoom**

Supervisor, Tim Stein, called the meeting to order virtually at 7:00 pm. Present on roll call were, Todd Nowak, Jan Nowak, Angie Diotte, & Tanelle Budd. Present from the public were Nello Valentine, Rick Royston, & Eric Carlson.

Motion by Jan Nowak and seconded Angie Diotte to approve December 8, 2020 regular meeting minutes with two corrections: spelling and TBA Parcel amount of \$2.50. Ayes: 5, Nays: 0. Motion carried.

Public Comment on Agenda.

Supervisor's Report – Voluntary dismissal from judicial district court on blight ordinance complaint with Sweet Bread. Firm from new owners have contracted for the cleanup and demolition of new buildings; president sent out notification to Chet with Leelanau County, stating he was looking forward to meeting and working with county and officials on whatever type of permits and actions they need to take to run smoothly. Clean up has started inside the buildings within the last month and expected to increase demolition in March & April.

Clerk Report – Changing payroll checks to be mailed out the business day before the 1st, or staff can come to the Clerk's residence to pick up their check the night before after banking hours (7pm). Currently, working on year end taxes and just received notice there is a Risk Limiting Audit for the 2020 Presidential Election which Cleveland Twp will be required to conduct.

Treasurer's Report – December 31, 2020

Revenue	\$ 56,170.57
Disbursements	\$ 66,455.46
Bank Balance	\$ 206,738.39

Motion by Todd Nowak seconded by Tanelle Budd to accept Treasurer's report as presented. Ayes: 5, Nays: 0. Motion carried.

Angie- renewal of BS&A database software program for the township. Agree to pay Leelanau County \$0.50 per parcel fee.

Motion by Tim Stein and seconded Jan Nowak to approve BS&A database software program Agreement. Ayes: 5, Nays: 0. Motion Carried.

Discuss posting of office hours for tax collection in February on Township Website: Treasure's hours on the website for Feb 16th and Feb 26th from 8am-4pm at the Treasure's home office.

Planning Commission Report – Todd Nowak: Wednesday, January 6th, amending 3.19 and 5.09, no public was in attendance. Planning Commission would like to recommend amendment for articles 3.19 and 5.09. Still working on Master Plan for goal objectives and actions.

Zoning Administrator's Report – Nello Valentine: Behind the scenes almost a year now, doing well, in touch with other zoning admin in Leelanau County. Trying to help out more people that call and are not sure what they can and can't do in the township. Seems, many people have a hard time reading the ordinances, maybe need to be refined and change some grammatical mistakes and spelling. Online training at MSU has been very beneficial. Created a table to insert into zoning ordinances for setbacks and zoning districts.

Zoning Board of Appeals Report – none

Maintenance Report –

Assessor Report – None

Other members – None

Old Business –

Review/Update Cedar Area Fire and Rescue – Rick Ryoston: The 8th was the last day for the Chief. The fire department will be training for wild fires in March. Leelanau County was requested by California to assist them in their wild fires the last time, but no one had a red card. With the current training now they can help with all wild fires. Chief search: 10 request for application packets, with a few applications in so far. Hoping for a nice pool to draw from, even more applications then they had the last time the job was open. Clear reflection on what Chris has done for fire department; more people are

interested in the job. Schedule for hiring process is rigid, and by March 29th can have someone on board. First meeting with applications will be a week from Friday.

New Business –

- a.) Consideration for approval of Summer Tax Collection Agreement- Leland School District 2021-** Leland has asked the board for the \$2.50 per parcel.

Motion by Jan Nowak and seconded Tanelle Budd to approve Tax Collection Agreement. Ayes: 5, Nays: 0. Motion Carried.

- b.) Discuss updated edition of Cleveland Township Zoning Ordinances-** items still need to be updated for the new zoning ordinance document. Andrea wasn't at last meeting. Dean would know more. Need grammatical corrections and issues with roman numerals not formatting correctly when opened. Table also needs to be cleaned up and inserted into new document. Tim will discuss with Dean.

- c.) Schedule Annual Meeting for 2021 (March 20th or 27th)-** Last Saturday of the month- annual budget meeting done before April. March 20th was decided, post on website.

Payment of Bills- approved with changes from description of payroll under Tanelle from Treasurer to Clerk.

Motion by Todd Nowak and seconded Angie Diotte to approve payment of bills for December. Ayes: 5, Nays: 0. Motion Carried.

Correspondence – none

Public forum – Eric Carlson would like an email from Tim with correspondence from Sugar Loaf.

Motion by Todd Nowak and seconded by Jan Nowak to adjourn meeting 7:34 pm. Ayes: 5, Nays: 0. Motion carried.

Tanelle Budd, Clerk

Approved by Tim Stein, Supervisor