**Regular Meeting of the Township Board**

**Tuesday, February 8, 2022**

**Cleveland Township**

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

**Motion by Jan Nowak and seconded by Angie Diotte to approve January 11, 2022 Minutes. Ayes: 5, Nays: 0. Motion carried.**

**Public Comment on Agenda- None**

**Supervisor’s Report – None**

**Clerk Report –** Leland is having a special election on May 3rd. The election board will need to be ready for election testing and public accuracy testing. We need a new cleaning lady. Clerk will look into Angie Diotte being able to clean the hall and work as Treasure on salary. She would be paid $100 per cleaning, once a month, or after certain functions or elections. Clerk will reach out to MTA to find out if that is acceptable.

**Treasurer’s Report – Angie: January 30, 2022**

Revenue $ 132,149.50

Disbursements $ -66,683.08

Bank Balance $ 427,962.45

Tim:Inquired there wasn’t a mistake on the revenue for property taxes. Treasurer and Clerk explained that Winter taxes hold the brunt of our revenue. Clerk confirmed that the next three months, until the budget meeting, the revenue is going to triple what we currently have. It is indeed not a mistake that our property taxes, fire and emergency, and admin fees are that high.

**Motion by Todd Nowak and seconded Tim Stein to approve January 11, 2022, Treasurers Report. Ayes: 5, Nays: 0. Motion carried.**

**Planning Commission Report –Todd Nowak:** Met last Wednesday and finished up the survey. Andy and Paul are working on adding maps to it and getting addresses done. They worked on the agriculture tourism. One item brought up, everyone got to the hall and nobody came by earlier to turn up the heat. They Planning Commission board made a suggestion to get a Wi-Fi thermostat to have installed an managed on an app.

**Zoning Administrator’s Report** – **Nello Valentine:** No land use permits issued for January. Just received application for new home, seems to be complete. Homeowner on Sugar Bay lane tackled a bunch of projects, like a porch that was torn down and rebuilt, but it didn’t change the footprint, but because they did such bunch of work, the county got involved. Another homeowner with an existing permit changed their remodels. Just received a land use permit on Michael’s woods, it will be close to the water. Been getting calls from relators and potential purchases, asking about short term rentals.

**Zoning Board of Appeals Report – Jan Nowak:**  Had our meeting on January 18th and the 10ft right of way variance was granted.

**Maintenance Report –** Clerk will look into a new cleaning lady**.**

**Assessor Report –** BOR Meeting Dates 2022- Tim Stein: March 8th for regular meeting. Monday, March 14th from 2pm-5pm and 6pm-9pm, and on Wednesday, March 16, 9am-12pm and 1pm-4pm. Tax roll will be signed of on and turned into the county by March 18th. Clerk sent the dates to the Leelanau Enterprise to be posted for Cleveland Township.

BOR from now until Feb 25th is doing their training. Neil Hanna received all the books and information for the rest of the members.

**Other members –**

**Old Business –**

**Review/Update Cedar Area Fire and Rescue** – **Tim Stein: On January 18th four township supervisors and fire chief met and talked about general maintenance and the fire department cost, such as when/if we build new structures, how those will expenses will be paid. The original inter-local agreement stated that all four townships would sign a lifetime lease for a dollar. The property would remain deeded to Solon and Centerville Township. We do need to come to the understanding that it would be unfair for Kasson and Cleveland to shoulder all the expenses if we build a new fore department, separate from Cedar. There is a lot of structural maintenance needed for Solon fire department and Solon and Centerville are at wits end if they need to shoulder all the cost. I believe our inter-local agreement needs to be reviewed especially in regard to fiscal gains. We need to amend fiscal responsibilities for capital needs and capital expenditures for new facilities. Plus we need to restate that the lifetime lease, given to Cedar Area Fire & Rescue continues for $1 a year. If we come back with a memorandum of understanding and we spend the money to fix everything, without the lease agreement, they could back out and we would have spent all that money for nothing. The agreement would cover us.**

**Jan: Will there be language in there that identifies what the expenditures will be and structure on what capital improvement will be?**

**Tim: Yes, that is what we want to get taken care by listing those items under Capital Improvements, and then our township will sign on it. We still have to approve the budget. The inter-local agreement was written in such a fashion that we need to get everyone on board. They stated last Thursday that Mr. Julian would like support for the fire board on if they can move forward. The department would be charged for creating a board to handle this and work on amending the inter-local agreement.**

**Motion by Jan Nowak and supported by Angie Diotte to support a memorandum of understanding to address the current inter-local agreement. Ayes: 5, Nays: 0. Motion carried.**

**New Business –**

1. **Review/Update 2022/2023 Truth Taxation Resolution.**

**Tim:** Our assessing went up last year, and the CPI also went up. As CPI goes up and taxes improved, out millage then comes down by that percentage and we operate on a smaller millage. The Township is now authorizing a maximum total levy of .5594 mills for operating purposes for 2022 and additionally 1.9850 mills for fire and emergency services, plus the continue of the levy of 1% for the purpose of property tax administration fees.

**Motion to approve for 2022 the total millage rate of 2.5444 mills (Township operating millage of .5594 mills and fire and rescue of 1.9850 mills, plus the 1% property tax administration fee. Roll call vote:**

**Todd Nowak - Aye**

**Jan Nowak – Aye**

**Tim Stein - Aye**

**Tanelle Budd - Aye**

**Angie Diotte - Aye**

**Motion Carried*.***

**b.) Review 2022/2023 Salary Resolutions for Cleveland Township Officers**

**Tim:** Went to MTA and looked at what takes place around our area and state, along with the country. I opted to stay within the 5-6% increase range, which puts us at the medium level aka 54% percentile vs 50%. This increase is still appropriate.

**Jan:** Are the increases across the board at 5%?

**Tim:** 5-6% across the board, to maintain a medium level. It seems the Clerk has the highest salary across the board in the MTA. Doing the math the Supervisor is at 6%.

**Jan:** Just wondering I thought the Treasurer and Clerk were at the same, that was my only questions.

-Supervisor Salary Resolution: $13,250

**Motion by Todd Nowak and seconded by Jan Nowak to approve the Supervisor’s Salary: Ayes: 5, Nays: 0. Motion Carried*.***

-Treasurer Salary Resolution: $17,000

**Motion by Tanelle Budd and seconded by Tim Stein to approve the Treasurer’s Salary: Ayes: 5, Nays: 0. Motion Carried*.***

-Clerk Salary Resolution: $17,450

**Motion by Angie Diotte and seconded by Jan Nowak to approve the Clerk’s Salary: Ayes: 5, Nays: 0. Motion Carried*.***

-Trustee Per Diem Resolution: $135

**Motion by Tanelle Budd and seconded by Tim Stein to approve the pre diem rate: Ayes: 5, Nays: 0. Motion Carried*.***

1. **Discuss Proposed Items for Consideration in Budgeting for 2022/2023 Tim:** Only thing questionable item, I believe, is the copy machine, and getting ride of it. I don’t think there any other major items that are needed to be done. The township hall is pretty good.

**Angie:** The kitchen window isn’t latching, appears to be pretty old.

**Tim:** We’ll look into replacing it.

1. **Discuss Agenda for March 19th Annual Meeting: Tim:** The agenda is pretty packed. I don’t think we need to add anything more to it. Do we need a guest speaker? The trail got a grant of $25,000. I don’t think we’re at a point where MDOT did a final design. So we’ll skip the guest speaker until things start moving forward more with the trail.

We adjourn our annual meeting and move to budget meeting. Then we’ll reopen the annual meeting and approve the budget.

 **e.) Payment of Bills-**

**Motion by Tim Stein and seconded Angie Diotte to approve payment of bills for February 8, 2022. Ayes: 5, Nays: 0. Motion Carried.**

**Correspondence – none**

**Public forum – none**

**Motion by Todd Nowak and seconded by Jan Nowak to adjourn meeting at 7:44 Ayes: 5, Nays: 0. Motion carried.**

Tanelle Budd, Clerk

Approved by Tim Stein, Supervisor