

GLEN ARBOR TOWNSHIP

P.O. Box 276 Glen Arbor, MI 49636
231-334-3539 ~~~ FAX 231-334-6370

Peter Van Nort, Supervisor

Bonnie Quick, Clerk
John Pepler, Trustee

Terry J Gretzema, Treasurer

Don Lewis, Trustee

Regular Board Meeting

August 15, 2017 Minutes

(Meeting Electronically Recorded)

Township Supervisor, Peter Van Nort, called the meeting to order at 7:30 PM in the Glen Arbor Town Hall meeting room. All board members were present. The Pledge of Allegiance was recited.

The agenda was presented with additions and modification and accepted. **Motion to approve the agenda by Pepler. Support by Quick. Motion carried.**

Minutes from the July 18, 2017 regular board meeting were presented with modifications. **Motion to approve with modifications by Gretzema. Support by Quick. Motion carried.**

Public Comment – None

Treasurer's Report

Cash on hand as of 7/31/2017 is \$2,601,669.27. Gretzema stated he had received a suggestion from the ESAC group to use some of the fund balance to pay down some of the debt on the trucks. Gretzema stated he thought it was a valid consideration since there is no interest being made on the fund balance. As a result of the bond issue Gretzema will be setting up new accounts, both a construction account and a debt service account.

General Fund: Expenses: \$31,738.13. Payroll: 13,284.71. **Motion to approve and pay General Fund expenses and payroll by Gretzema. Support by Quick. Motion carried.**

Emergency Services: Expenses: \$40,905.60. Payroll: \$73,827.44. **Motion to approve and pay the Emergency Services expenses and payroll by Van Nort. Support by Pepler. Motion carried.**

Emergency Services Advisory Commission Report – presented by Roy Pentilla. Staffing report states the new employees are doing well. A Firefighter/EMS position has been posted. 5 candidates passed the initial screening and 1 has been dropped, the remaining 4 will move on to the next phase. The acting Lieutenant position is going well. The final decision will be made at the end of November. A probationary employee was released from employment. The 800 MZ radios are scheduled to be operational county wide at the end of August. It has been requested to have the approved ESAC meeting minutes posted on the Glen Arbor Township website. The ISO review team did the review and in 6 months the report should be done.

Fire Chief Operations Report – John Dodson was not present.

Zoning Administrators Report – Submitted in writing.

Monthly Assessors Report – Submitted in writing.

Auditor Report – presented by Steve Peacock of Rehmann.

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Mr. Peacock went over the draft document. Rehmann gave the Township a clean opinion of the financial statements and the Township has a healthy net position. The bond debt service fund and the Fisher Lake dredging fund are in good positions. Mr. Peacock discussed budget overages and stated he did not feel the State of Michigan will have a problem with the overages. Any budget overages are required to be reported to the State. The upcoming changes in accounting standards were listed in the report for the Township to review. Report of unclaimed property requirements were outlined. The report is to be done annually to be in compliance. There are new upcoming accounting standards with the county however the Township will not be impacted by them.

Motion to approve the draft financial statements subject to modification and the Clerk reviewing comments by the auditor by Van Nort. Support by Gretzema. Motion carried.

Updated Report on the Park Improvements – Rick Schanhals. Rick gave an update on the park improvements. They have met with the landscaping architect and the forester. The sidewalks were marked out, the picnic area and the spare drain field. Some trees will be removed and some dead trees will be cleaned up. Request for bids have gone out on excavating contractors. Next Tuesday work will begin cleanup work on the park removing trees and underbrush. Gretzema noted that there was another donation. This one is from the Utopian Foundation to help with tree planting.

Correspondence

- Michigan Public Policy Survey – recently published 2 reports on the survey which was completed last June. It was determined that 78% of the leaders of the largest communities, those with more than 30,000 people, say that the state is taking away too much authority from local governments. As do 66% of the leaders in the smallest communities, those with fewer than 1,500 residents.

Another question was how local governments feel about what their citizens are doing in the communities. The conclusion is that they want their citizens more involved but the citizens are not responding.

- Consumers Power – has sent a notice about another rate increase.
- The road commission has sent a monthly report. M-22 is done.
- FEMA had a meeting on Thursday. This was for the whole county. FEMA is redoing all of the flood maps for the county.
- Community Foundation – Annual Report – the foundation issued Glen Arbor Township a check for \$1,969.00. This is income from our investment in the fund. Glen Arbor Township has \$50,000.00 in the Community Foundation.
- American Tower sent a notice that they have an application to co-locate on the tower.
- The National Park Service sent a note that they are stabilizing the shoreline at South Manitou Island around the lighthouse complex.

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- The DEQ has sent us copies of applications for permits for 2 sea walls.
- Letter from Charter Communications stating they have raised their broadcast surcharge 24% and Spectrum receiver by 25%.
- Note from the Glen Lake Association thanking us for our support in the swimmers itch program.
- Network Northwest sent a letter about the opportunity for community growth grants.
- Township Focus
- DTE Energy Smarts

Unfinished Business

- Officers and Trustees – No conflict verification – none of the board members had any conflicts of interest with vendors contracted by the Glen Arbor Township.
- Cherry Republic – MEDC – Bob Sutherland introduced Bruce Johnston, and Paul Schlattman from Revitalize, LLC, and Brian Howard, Architect.

Brian Howard showed and explained the reconfiguration of the “Café Building” at Cherry Republic. This is just an interior renovation. The outside will have changes also, but no new construction on the building.

Potentially a new structure on the corner of Lake and State streets. Proposed 3 story new building, going up to the 40' height limit, and hooking on to the existing wine tasting building. First floor retail, 2nd floor potentially offices, and 3rd story residential. Increasing from about 4,000 square feet to 12,000 square feet.

The residential would be five 600 square foot units. They would all face south with balconies.

Bob stated the 2nd floor would be better used for housing instead of offices. They are still working with the state on the plans.

Bruce Johnston from Revitalize, LLC - community consultant. Bob hopes to get support from the Township to move forward. The state requires support letters. Bob is proposing 10 – one bedroom units and 2 – two bedroom units. You start with revenue input. The rents are calculated slightly above fair market rent. Fair market rent is affordable housing. Attainable housing is which is lower than what you might get if you were renting it on the market as a whole. It would be for workforce, or attainable for people to live and work in Glen Arbor that would have incomes of the workforce nature. Teachers, Firefighters, and people who work at Cherry Republic or Boonedocks. The average everyday person who would be the workforce of the community.

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What would the community be willing to contribute towards this project. The State wants the local community to invest in the project also.

The Township needs to become a redevelopment community. Township representatives would attend a series of 2 meetings. After attending the meetings the Township would put together a checklist of things the Township would want to do. If adopted by the Township it would be called being engaged.

The project team would hope the Township will become redevelopment ready certified, (RRC).

This allows the township to make opportunities available to other businesses and developments.

There are four different national objectives of the program:

Blight elimination

Job creation, Bob has shown he can create 20 jobs over 3 years

Attainable housing

Historical renovation

Bob stated that when he was at the county they discussed a project for housing that was on the east side of the county. The apartments ended up going to older people, retirees and once they were in there the whole thing became more that generation. The question was how we can steer this towards work-force housing.

Bob stated that his goal, from the beginning, is to get younger 20, 30's year olds in our community. Johnston stated that the design of the property and where the apartment is placed and how the project is advertised, even though it is more of a word of mouth advertising, it has a lot to do with who ends up utilizing the space. Smaller apartments that are next door to where you are working, and things of that nature. If they are advertised in that manner, they will traditionally stay that way. It is all in how you say it.

It is a fair and open market when the apartments are created, but there are ways to make them focused on the areas in which you want and do not wish.

Gretzema asked if there is any kind of vetting for that. If this is a federal program can anyone apply for these apartments and get on a waiting list. Mr. Johnston's response was yes, but he stated that traditionally, what people like to call it, when "others" come into our town. Mr. Johnston does not see that happening as there are more than enough people that will want these apartments that will get them long before "others" do. There are ways to put in safe guards.

Mr. Johnston stated he has very long tested methods to achieve the housing demographics that you desire.

- Gutter Covers – Terry Gretzema - The covers are installed.
- Gateway Welcome Signs – Terry Gretzema – The signs are being made. The signs will be completed in 2 to 3 weeks.

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- Garden Video/Voice Monitoring – it is up and operating.
- Park Bond – Peter Van Nort – the bond issue passed. **Motion to adopt the resolution and issue the Series 27 bonds by Quick. Support by Gretzema. Roll call vote. Motion carried.**

New Business

- Glen Lake Emergency Services Budget Proposal – Roy Pentilla – There will be a slight increase this year in the budget. Items that increased are wages, physicals, as well as other costs. The net result is \$32,000.00 will be the increase. This is approximately 2% of the total costs. **Motion to approve the budget for the 2018-2019 budget year by Gretzema. Support by Pepler. Motion carried.**
- SAD – Fisher Lake – Supervisor Van Nort – re-establishing the Special Assessment District for the Fisher Lake dredging. **Motion to approve resolution # 11-2017 by Van Nort. Support Pepler. Roll call vote. Motion carried.**

Supervisor Van Nort presented the plan and cost to dredge Fisher Lake \$60,000.00

2nd Resolution – Fisher Lake Special Assessment District – Supervisor Van Nort – dredging done on a regular basis going forward. Annual or as needed basis. **Motion to approve resolution # 13-2017 by Van Nort. Support Gretzema. Roll call vote. Motion carried.**

- 2020 Census – Van Nort – is starting.

Planning Commission Report – John Pepler – the Commission looked at the traffic heading south on M-22. The State may be contacted to extend the double line, many people pass right in front of the Glen Arbor Park. Bob Sutherland also gave a presentation to the Planning Commission on his proposed renovations and new building.

Public Comment – Bill Merserve – Glen Lake Association – Unbudgeted funds will be spent on a water protection plan called the GAP analysis. The Association is hiring a consultant firm to protect Glen Lake for future generations. The consultant will assess the zoning ordinances and master plan of the 3 townships that have frontage on Glen Lake to determine gaps in the ordinances that need to be filled.

Board Member Comments – None

Supervisor Comments – None

There being no further business, the meeting was adjourned at 10:17 PM.

Respectfully submitted,

Lori Nash
Glen Arbor Township Deputy Clerk