

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday, November 15, 2022
6:00 PM**

Supervisor Bartlett called the meeting to order at 6:00

Roll Call: Mooradian, Hollingsworth, Bartlett, Baiardi

Absent: Green

Visitors: John Riggs, Charlie Hollerith, Dawson Moore, Paul Mooradian, Tom Varner

The Pledge of Allegiance was recited by all.

Approve Agenda & Additional Items: Bartlett would like to add item “h” the Budget Amendment for “Elections” to the agenda. Mooradian would like to add on ZBA appointment for Township Board rep., item “i”.

Public Comments: None

Approve Minutes of Regular Meeting of October 11, 2022: Hollingsworth states that a motion was made by Mooradian, not her. Bartlett had a correction on “action item d” to change “of” to “on”. **Hollingsworth makes a motion to approve with corrections. Mooradian seconds the motion. All yes.**

Review Correspondence not included below: Correspondence was reviewed.

Thorne Swift report: Riggs gave his report.

Action Items:

- a. Review of Trial Balance dated 10/21/22 – The Board reviewed the Trial Balance.
- b. Review Township Policies – The Board reviewed and made changes to the Township policies. Bartlett will make the changes and bring it back to the Board.
- c. Review Employee Handbook. Bartlett states he will make the changes to the text and send back to the board for next month.
- d. Zoom equipment update – waiting for 3rd quote.
- e. Snowplow quote – Reviewed the quote from Lauer’s. **Baiardi made a motion to accept the quote from Lauer Pest Control dated October 24, 2022. Hollingsworth seconds the motion. All yes.**
- f. Consider acceptance of the Harbor Springs Harbor Plan update. **Bartlett makes a motion to accept the 2022 Harbor Plan from the City of Harbor Springs. Baiardi seconded the motion. All yes.**
- g. Consider Outdoor Gathering Ordinance fees - Baiardi suggests \$2,500 as a good number because this would possibly make people think twice before deciding to hold such a large event and it would cover some of the cost the Township incurs. Bartlett believes the fees

before were \$150 to \$250 determined by the participant number, and that \$2,500 would be a huge change. Baiardi states you are talking about events that are bringing in 1000 people, so it should be a big amount that doesn't encourage it. Hollingsworth thinks it is really high. Bartlett was thinking of the \$250 to \$500 range. Mooradian states she was thinking \$1,000 to \$1,500 range. Hollingsworth is good with the \$1,000 range but wants to check around to see what other Townships are doing before making a decision.

- h. Budget Amendment for Elections. Baiardi states we need to increase it by \$4,000 to cover everything. **Hollingsworth made a motion that the Township's 2022-2023 operating budget is hereby amended to increase the General Fund Election Inspector's expenditure from \$3,000 to \$7,000 to cover the Townships unanticipated Election costs in 2022. Mooradian seconds the motion. All yes.**
- i. ZBA appointment for Township Representative. Mooradian states "since Dave Green was placed on the PC in October, he was conflicted from sitting on the ZBA and has to be replaced within one month per Zoning Code." Mooradian states she brought it to everyone's attention and there was no action taken on it. Mooradian states the Board should have made a motion to remove Dave Green from the ZBA immediately following the Township Board appointing him as the PC Representative. Mooradian states "Dave Green should have resigned, and the Supervisor should have asked him to resign and we as the Township Board should have known that he needed to resign." Mooradian states "we as a Board created this conflict." Bartlett respectfully disagrees. Bartlett states "that is not an expired position, it's not the end of the term, and it's not why that vacancy was created. It was a vacated position, so the 30-day limit doesn't necessarily apply." Mooradian states "it says that the vacancy for unexpired terms shall be filled for the remainder of the term in the same manner as the original appointment. Mooradian states he should have resigned because he can't be on both. Bartlett states we will get a resignation from him. Mooradian states "we needed to make a motion to put somebody in that position and I offered to fill it and was nominated by Baiardi." Bartlett states we don't have the 30-day time limit because it was a vacated position. Bartlett states vacancies are addressed in a different subsection of the Michigan Zoning and Enabling Act, it's not specified in our Ordinance. Bartlett states he double checked with the Attorney. Bartlett states everyone should be there because it is an important decision. Bartlett states he will make sure Green submits his resignation for next month.

Reports & Updates

- a. Clerk: Baiardi gave her report.
- b. Treasurer: Hollingsworth gave her report.
- c. Planning Commission: Paul Mooradian gave report in Green's absence.
- d. Zoning Administrator: ZA had provided a letter in the packets to be sent to Pond Hill.
- e. Recreation/Thorne Swift Committee: Mooradian gave her report.
- f. Supervisor: Bartlett gave his report.

Approve Payables & Payroll: **Mooradian made a motion to approve as submitted. Hollingsworth seconds the motion. All yes.**

Public comments: None

Board comments: None

Next Regular Meeting – Tuesday, December 13, 2022 at 6:00 pm.

Supervisor Bartlett adjourned the meeting at 7:02pm.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:
Paige Fisher