

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday July 9, 2024
6:00 p.m.**

Supervisor Bartlett called the meeting to order at 6:00 p.m.

Roll Call: Olson, Hollingsworth, Bartlett, Green, Mooradian

Absent: none

Visitors: Keith Hammond, Lisa Morris

The Pledge of Allegiance was recited by all.

Approve agenda & additional items: Bartlett asked to delete the Budget Amendment on the agenda. No additional items or comments added. Approved by consensus.

Public comments: Lisa Morris spoke in support of ADU's in West Traverse Township.

Approve minutes of regular meeting on June 11, 2024: No corrections for June minutes.

Bartlett made the motion to accept the minutes as presented. Hollingsworth seconded. All ayes.

Review correspondence not included below: Bartlett mentioned two letters that were received. One, a letter not in favor of the sewer increase to Pine Tree Trail/Forest Beach along with a copy of Bartlett's response and a second letter in support of chickens in the township.

Thorne Swift Manager Report: Hammond gave his monthly presentations about the number of guests, noted large groups coming in, donations received, t-shirt sales, maintenance on the trails and boardwalk, removing various invasive plant species and talked about the number of butterflies released.

Action Items:

- a. Consideration of PC recommendations: Lane provided a memo with versions of the changes and another memo that supported those changes from Emmet County Planning Commission. Mooradian noted concerns with ADU's, temporary structures and the time frame allotted for those on properties within the township. Mooradian also noted concerns regarding the wording for fencing and fencing materials.
Bartlett made the motion to adopt Ordinance #1-2024 which will amend the West Traverse Township Zoning Ordinance as follows: Amend Section 202 Definitions, Sections 305, Tables of Permitted and Special Land Uses. Amend Section 404.1 Access Required, Amend 407.1 Accessory Buildings for Residential Use. Amend Section 409 Fences and Walls. Amend Section 414 Private Access Way. Add Section 735 Food Trucks. Green seconded.

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- b. **Roll Call vote: Mooradian – yes, Green -yes, Hollingsworth – yes, Olson – yes, Bartlett – yes. All yes.**
- c. 1st Quarter Trial Balance Review: Bartlett noted some adjustments were made within accounts.

Reports and Updates:

- a. Clerk – Olson discussed the upcoming August Election; 586 Absentee ballots have been mailed out with 140 returned. ACH is back on track, hopefully no more issues on the bank's end. Olson mentioned reimbursement for the May election was received.
- b. Treasurer - Hollingsworth announced tax bills were mailed July 1 and are steadily being returned. School invoice was mailed and returned as well. Delinquent leased land has been collected 100%. Hollingsworth provided board with copies of Treasurers Bond. Nine outstanding Sewer bills which will be rebilled with interest August 1. Hollingsworth discussed meeting with auditor and that it's going well. Also touched on payroll noting that hourly employees will be paid bi-weekly instead of two times (2x) a month.
- c. Planning Commission – Green informed the board of Wednesday's meeting regarding HP's final public hearing. Letters from Road Commission, Health Dept, and Fire Dept were received with no concerns noted.
- d. Zoning Administrator – included in packet. There was a letter against Harbor Point's rezoning sent to Lane. Brief discussion of the Polo Field on Hughston.
- e. Recreation/Thorne Swift Committee – Mooradian discussed the survey in the newspaper with a QR code link along with a discussion regarding whether or not to hold an Open House.
- f. Supervisor – Bartlett reported on the Forest Beach/Pine Tree Trail sewer system permit and that he hopes to have it in hand by August. Sewer field was mowed with a few trees removed per request from State. Benchmark working on requests, RFP, to give to private sewer maintenance companies. Bartlett discussed that Birchwood Farms has contested the finding of our Assessor and BOR regarding the current tax-exempt status of the clubhouse and other areas. Lavender discovered that the clubhouse and thirteen parcels are not on the tax roll and should be accounted for. BOR had reviewed it in March and agreed that they should be. Assessor assigned a value and now it will go to the tax tribunal.

Approve payables & payroll – **Green made a motion to approve payables & payroll. Olson supported. All ayes.**

Public comments – none

Board comments – Hollingsworth requested that *approved* PC minutes be included in the board packets. Bartlett asked secretary to send out approved PC minutes to board members prior to the next month's meeting.

Next Regular Meeting –**Next meeting will be August 13, 2024 at 6:00 p.m.**

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Supervisor Bartlett adjourned the meeting at 6:45 p.m.

Respectfully Submitted by:

Jay Olson, Clerk

Transcribed by:
Amy Peters

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