

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday October 8, 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: none

The Pledge of Allegiance was recited by all.

Approve agenda & additional items: Agenda approved by consensus. All ayes.

Public comments: none

Approve minutes of regular meeting on September 10, 2024: Change incorrect spelling of “*Harbor Pint*” to “*Harbor Point*”, correct spelling of “*Lieber*” to “*Liber*” and strike “*if and would*” from sentence stating, “if a change is denied by the ZO if they would go before the ZBA for a variance” making the sentence say, “if a change is denied by the ZO they go before the ZBA”. **Bartlett made the motion to approve the minutes as corrected. Olson seconded. All ayes.**

Review correspondence not included below: Reviewed the September 19, 2024 Lakeview Cemetery Board Minutes draft.

Thorne Swift Manager Report: Hammond gave his monthly report: visitors and donations down a bit, believed to be due to construction on Lower Shore. Hammond updated the board on the need to replace the Pavilions’ cedar shake roof. He called HT Roofing to obtain a quote and will also price out doing the work himself. Various roofing options were discussed with the board agreeing to stay with the cedar shake shingles. The question of allowing Drones on the preserve was raised. The board agreed to a “No Drones” policy and suggested bringing it to the Rec Committee for their opinion. Hammond questioned holding classes; yoga, fitness classes, etc., on the preserve in the future and if allowed, would permits or applications be required? Discussion followed on how that would affect other visitor’s experience, parking, liability, etc. The board suggested to bring that to the Rec Committee as well.

Action Items:

- a. Review 2nd Quarter Trail Balance - Mooradian had a question about Chase’s General Fund. It was noted that we do have a GF at Chase and at FCB. Hollingsworth mentioned a line item regarding Treasury Supplies. Bartlett questioned the Water

Fund and if there was a need to create a separate account or do a budget amendment. Olson will look into it.

- b. PC Recommendations regarding Chickens: Discussed setting an effective date 6-9 months out, allowing the HOA's time to hold their annual meetings and adjust their restrictions, by-laws, etc., if necessary. The question of enforcement was raised, Green noted after discussion with ZA Lane, it is a non-issue. There was discussion regarding the differences between Platted Subdivisions, R1/R2 and HOA's. Board decided to table the issue and ask ZA Lane to compile a list of Associations, Platted Subdivisions within the Township and also examine the Township's zoning showing where small parcels are that this may have an effect on.
- c. ZBA appointment: Accepted Sara Smith's resignation from the ZBA. Considered and accepted Tom Cook's application for that position. **Bartlett moved to appoint Tom Cook to the ZBA, Green seconded. All ayes.** Mooradian stated her desire to stay on the Recreation Committee after her term as Trustee expires. Board agreed and thanked her for her work on the Rec Committee while as the Board Rep.
- d. Sewer Lift Station Call Machine bids – discussed the need to replace the call machines at the lift stations in Forest Beach and Pine Trail. Compared bids from Topline Electric, LLC and Windmueller noting the price difference. Will be replacing the equipment and noted there will be a monthly cell phone bill for the two new lines. Board accepted Topline Electric, LLC proposal. **Bartlett made the motion asking the board to authorize him to sign the proposal with Topline Electric, LLC allowing them to install Sensaphones at each of the two sewage lift stations for a total not to exceed \$6000. Hollingsworth seconded. All ayes.**

Reports and Updates:

- a. Clerk – Olson discussed the elections and number of Absentee ballots that have gone out along with ballots returned. Anticipating upwards of 800 absentee ballots versus the 600+ at the last election. Mooradian asked about early voting and its location.
- b. Treasurer – Hollingsworth stated late payments are trickling in, but otherwise the majority is collected. One outstanding sewer bill.
- c. Planning Commission – Green informed the board that the PC approved the Harbor Point rezoning from R1-A to R2. A PUD can be put in place and the Board should have it on the agenda in the next few months. Will be discussing CREO (Compatible Renewable Energy Ordinance) at the next meeting.
- d. Zoning Administrator - included in packet.
- e. Recreation/Thorne Swift Committee – Mooradian noted next week's meeting; they will be finalizing the draft and will bring it to the Board next month. Mooradian will speak to Baker about adding the Thorne Swift questions regarding Yoga and Drone issues to their agenda.
- f. Supervisor – Discussed the Road Commission mtg the previous night. A signed contract will be returned to the Road Commission. Discussion over the new guard rails over the Lower Shore Dr at Five Mile Creek culvert.

Approve payables & payroll – **Green made a motion to approve payables & payroll. Mooradian seconded. All ayes.**

Public comments – none

Board comments – Green thanked Bartlett and Mooradian for their leadership, the many accomplishments and all the hard work during their tenure on the West Traverse Township Board. Hollingsworth and Olson echoed his statements. Also noted were the personnel replacements and how smoothly each transition has gone.

Next Regular Meeting – **Next meeting, November 12, 2024, at 6:00 p.m.**

Supervisor Bartlett adjourned the meeting at 6:52 p.m.

Respectfully Submitted by:

Jay Olson, Clerk

Transcribed by:
Amy Peters