

**WEST TRAVERSE TOWNSHIP
BOARD MEETING
Tuesday November 12, 2024
6:00 p.m.**

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

Roll Call: Olson, Hollingsworth, Bartlett, Mooradian

Absent: Green

Visitors: Ed Murphy, Pat Lennon, John Baker, Stepanie Baker, Eric Blesi

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 October 8, 2024: **Hollingsworth made the motion to approve as presented. Mooradian seconded. All ayes.**

Review correspondence not included below: none.

Thorne Swift Manager Report: Hammond gave his monthly report: visitors and donations down slightly but close to last year's numbers. Hammond updated the board on the Preserves maintenance; leaf removal, repairs, boardwalk work, winterizing the Pole Barn, preparing flower gardens for winter and the display he created for the Nature Center. Hammond informed the board of calls to HT Roofing for replacement of the pavilion roof. Hammond pointed out the attached information from the DNR regarding hosting Fitness classes at the Preserve and that it has been discussed with the Rec Committee. Questions were raised by the board regarding the location of the classes, insurance issues etc. The board asked Hammond to provide a plan; insurance, costs etc. and present it next spring. Thorne Swift will close for the season on November 15. The board congratulated Hammond on his successful first season.

Action Items:

- a. PC Recommendation regarding Harbor Point rezoning – Bartlett discussed the recommendation from the PC, Zoning Administrator and Planner regarding the rezoning of Harbor Point from R1-A to R2. Lennon spoke briefly thanking the boards and the Township for all their hard work. Bartlett asked the board for questions/comments. Mooradian noted that rezoning to R2 made sense. Bartlett thanked Harbor Point for all their hard work and cooperation. Hollingsworth thanked them for their patience. **Bartlett moved to adopt, based on the recommendation from the Township Planning Commission, the Ordinance #3-2024 which will**

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- amend the West Traverse Township Zoning Map to change the zoning designation of the Harbor Point Resort Community, as described in the plat of Harbor Point Resort, which is recorded in Liber 2, page 28 of Plats Emmet County Register of Deeds from single family residence, R1-A to transitional residential R2. Hollingsworth seconded. Roll Call vote: Mooradian – yes, Olson – yes, Hollingsworth – yes, Bartlett -yes. Four (4) ayes, one (1) absent.**
- b. Consider Recreation Committee plan – Mooradian spoke to the process of the proposal and about the discussion with ZA Lane regarding the Township 80 making it “non-motorized” vehicles only with concerns noted about E-Bikes. Lane will investigate the proper wording for E-bikes versus motorized. Bartlett commented on the lack of respondents. Mooradian noted ZA Lane will be writing the grants. Hollingsworth had questions regarding the timeline for the Public Hearing, how open the draft is to interpretation should the new board make any changes, etc. Mooradian noted urgency of the timeline. Once approved there will be a Public Hearing in 30 days, then sent out to neighboring municipalities giving them 30 days to review and approve, then come back to the board to approve in January and finally to the state in February. 12 months after that, February 2026, the Township becomes eligible for grants noting two priority spots: sidewalks on State Rd. continuing up Cemetery to connect Tamarac. Mooradian thanked John Baker for all his hard work. Olson questioned what kind of grant money amounts would be available. **Bartlett made the motion, “Therefore be it resolved, the West Traverse Township Board of Trustees hereby authorizes distribution of the Draft 2025/2030 West Traverse Township Parks and Rec Plan for the 30-day Public Comment period.” Mooradian seconded. Roll Call vote: Mooradian -yes, Hollingsworth – yes, Olson – yes, Bartlett – yes. Four (4) ayes, one (1) absent. Bartlett declared the resolution adopted.**
- c. Budget Amendment for Lead Pipe project – Bartlett noted it came in under budget, but money will still need to be moved to cover the cost. The grant awarded from Emmet County was half of what was needed. **Hollingsworth made the motion “Therefore be it resolved that the Townships 2024/2025 operating budget is hereby amended to increase the water maintenance expenditure account, #591-536-930-000, from \$17,000.00 to \$50,000.00 to cover the Townships unexpected expense mandated by the state requiring the Township to test for lead in the water system”. Olson seconded. Roll Call vote: Mooradian -yes, Hollingsworth – yes, Olson – yes, Bartlett -yes. Four (4) ayes, one (1) absent. Bartlett declared the motion adopted.**

Reports and Updates:

- a. Clerk – Olson gave his report regarding the election. He congratulated newly voted in Ed Murphy as Supervisor and Stepanie Baker as the new Trustee. The difference between the 2020 election versus the 2024 election were discussed and what the turnout would be. In-Person voters were 412, 804 absentee ballots returned with 305 Township residents voting at the Early Voting Site. A total of 1521 out of 1800 votes from the township. Olson mentioned changing the township’s domain name to “.gov.” No cost to change the name, but there will be a cost from Common Angle to

- change email names. Bartlett questioned shortening the emails. Mooradian asked about adding emails accounts for the Trustees. Olson will investigate it.
- b. Treasurer – Hollingsworth noted it was a quiet month. Some reports will need to be sent out to “pre-balance” the tax roll before the Winter taxes. The Winter Taxes will be mailed on November 30. Hollingsworth noted she will be holding out payoffs until the December meeting. Hollingsworth also noted that she ordered check readers for the hall to help with processing checks. Sewer payments are all paid.
 - c. Planning Commission – Green absent, no report.
 - d. Zoning Administrator - included in packet.
 - e. Recreation/Thorne Swift Committee – Mooradian noted that this rec plan is a way to give back to the community, i.e., safe sidewalks/safe routes to school, and is pleased with how it has progressed. Bartlett questioned Hammond regarding his year-end report and if it would include the numbers collected from the season related to the number of City of Harbor Springs residents visiting.
 - f. Supervisor – Bartlett applauded the Rec Committee for their hard work. Regarding the Sewer, new Sensa-phones were installed, and the changeover to Mead & Hunt is complete.

Approve payables & payroll – Olson noted the AT&T bill is related to the Mead & Hunt Sensa-phone set up. **Hollingsworth made a motion to approve payables & payroll as presented. Mooradian seconded. Four (4) ayes, one (1) absent.**

Public comments – none

Board comments – Mooradian wished the new board good luck in the future and wishes them the best. Hollingsworth thanked Annie and JB for their hard work and for all the time that they have given to the Township, they will be missed. Hollingsworth thanked Sally Olson for filling in for Amy while she was gone. Bartlett thanked the board stating it has been his pleasure to work with everyone, commenting on the professionalism of all. He noted what a busy year it was; Pond Hill Farm, the rezoning of Harbor Point, hiring of Beckett & Raeder, moving the Township accounting outside to Tworavens Accounting Solutions, hiring a new auditing firm as well, the appointments of a new clerk, a new Thorne Swift Manager and two secretaries. Bartlett discussed the need for a new township hall, that he has tasked the new Supervisor in taking that on and thanked everyone for all they have done.

Next Regular Meeting – **Next meeting, December 10, 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

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