

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph: 231.223.7322 Fax: 231.223.7117

www.peninsulatownship.com

Township Board Regular Meeting and Joint Township Board/Planning Commission Special Meeting

Tuesday, January 22, 2019, 7:00 p.m.

Township Hall

Meeting Minutes

1. **Call to Order**; by Supervisor Manigold at 7:00 p.m.

2. **Pledge**

3. **Roll Call**; Wunsch, Achorn, Chown, Manigold, Bickle, Whal, Sanger

Manigold; Outlined the details of the meeting and the order in which items will occur.

Requested that items number two and three under business be addressed before opening up the joint meeting with the Planning Commission and business item number one being presented by Planner Mielnik.

4. **Brief Citizen Comments (for items not on the agenda)**;

Doug DeYoung, Community Affairs Representative of Consumer's Power, 821 Hastings St.; Presented check to the Township on behalf of the tree planting grant in the amount of \$2,500.00. Manigold accepts check on behalf of Peninsula Township.

Nancy Heller, 3901 Blue Water Rd., Would like to request that all the Board members and Commissioner Members speak into their microphones and request of the Chairs of each board that they repeat who makes the motion and who seconds each motion.

5. **Approve Agenda**; Moved by Wunsch to approve the agenda as amended, seconded by Bickle. **Passed Unam**

6. **Conflict of Interest**- None

7. **Consent Agenda**

1. Transcribed minutes from October 31, 2018, Special Town Board meeting, November 7, 2018, Regular Town Board meeting, and December 11, 2018, regular Town Board meeting (recommend approval)

2. Minutes from Jan. 8, 2019, Peninsula Township Town Board meeting (recommend approval)

3. Reports:

a. Grand Traverse County Sherriff Daily Officer Summary, Dec. 1, 2018–Dec. 31, 2018

b. Peninsula Community Library, October 2018

4. Edit list of invoices (recommend approval)

Moved by Wunsch to approve the Consent Agenda as presented, seconded by Bickle.

Roll Call:

Passed Unam

8. Business

2. Request for bid specifications for auditors (Bickle)

Bickle; This is a standard procedure for all Townships under Michigan law and MCL Law the last Audit Firm had a three year contract and has expired going back out with the same definitions as used last time with some minor changes this is a procedural process and with the approval the Township Office Manager will put the appropriate ad in the newspaper.

Moved by Wunsch to go out for a request proposal for Auditors, seconded by Whal,

Roll Call:

Passed Unam

3. Reestablish for clarification the personnel committee to consist of the supervisor, the treasurer, and the clerk (Wunsch)

Wunsch; Proposed this idea just so the Township could move through personal issues more easily as the Officers have a better understanding of day to day activities.

Wunsch moves to re-establish the Personal Committee as the Supervisor, Treasurer and Clerk, seconded by Sanger.

Roll Call:

Passed Unam

Manigold; Move back to the first item of business and request a meeting of order be called and an official roll call of the Planning Commission Members by Chair Peters.

Peters; Call to Order the Planning Commission and request recording secretary to take roll call at 7:08 p.m.

Roll Call; Peters, Oosterhouse, Wunsch, Hornberger, (Couture, came in late)

Peters; Two members are missing and called in to excuse themselves, Shipman and Dloski, Couture will be late for meeting.

Moved by Hornberger to approve the business item discuss upcoming planning initiatives for the Township, seconded by Oosterhouse.

Passed Unam

Peters; Conflict of Interest?

Board states; None

Peters; We do not have a Consent Agenda, Alan Couture is now here, are ready to discuss the main business item to discuss upcoming planning initiatives by Planner Randy Mielnik.

Manigold; States that Bickle will be leaving meeting at 8 p.m. for a previous commitment and that Attorney Meihn is in route but will most likely not make the meeting.

1. Discuss upcoming planning initiatives for the township via PowerPoint presentation followed by discussion (Mielnik)

Mielnik; Goes through PowerPoint presentation outlining the steps in the Planning procedures in rolling out the new zoning ordinances and community survey. Full power point is available in the Township packet for this meeting date. Some challenges are in front of us for 2019 in rolling out the new re-write of the zoning ordinance and updating the Master Plan for the Township. The focus needs to be on four primary issues. The first is the community survey, second a corridor plan for Highway M-37, third is a Master Plan update and fourth the zoning

code update. These items are inter-related and need to be completed in conjunction with one another. Last update was done in 2006, as residents move in and out of the Township this needs to be reviewed as the needs of the residents change over the course of time. Community survey is the foundation to the things that Peninsula Township will do in moving forward. Suggest that a Steering Committee be formed to help through the process of this and a Consultant be hired so the results can be solid. Community survey is the foundation of Planning initiatives going forward. There is a need for a corridor plan, conversations with MDOT who is willing to assist the Township in the planning with using their own resources which could be done in conjunction as the update to the Master Plan and the Community survey. Master Plan update is long overdue the Planning Commission has visited the Master Plan review but there has been no formal update prepared since 2011. Need for clearer vision and updates. Looking for survey to give update on the key issues within the Township, Master Plan will give the Township the ability to explore and discuss the key issues in order to create a solid foundation and clear vision for the future. Spoke about three phases in developing a Master Plan, background studies information gathering effort, first phase can occur with the survey and corridor study preliminary senses development which engages the community in conversation on the development of issues. Phase one is learning about the community, phase two is discussing options and possibilities and the third phase is formalizing the plan. For the most part Master plans follow that formal trajectory looking to tie things together so that all issues are addressed and not just one. Would encourage the Township to increase staff and hiring of Consultants to help move this forward.

Discussion of Township Board and Planning Commission Members on steps to facilitate hiring a Consultant Firm to conduct survey and forming the Steering Committee, hiring additional staff in order to keep the process moving forward.

Township Board Members and Planning Commission members come to a consensus of advertising in the Record Eagle to interview at least an eleven member Steering Committee.

Manigold; Suggest that the Planning Commission select at their next meeting the members of the Board for the Steering Committee and the next Township Board meeting they will select the members from the Township Board to also serve on the Steering Committee looking to have this group together within a month. Cost for the survey will not come out of the Planner's budget but the Township will look at the funds coming out of the Enterprise Fund.

9. Citizen Comments

Jennifer Hodges, GFA; Wanted to commend Randy on the presentation and is excited for the Township moving forward. Wanted to offer a couple of things as a couple of other communities have gone through the survey process specifically as she sits on the Board for Paradis Township, which is going through a similar exercise informed the Board that there are other local surveys available as a resource is happy to share if the Board is interested also advocating for GFA as they have a very extensive GIS department working on GIS maps for Chief Gilstorff for the Fire Department to be presented at a future Board meeting. Has worked with Elmwood Township and MDOT trying to implement sidewalks along M-22 and funding mechanisms. Would like to offer herself as a resource on any of those components.

10. Board Comments;

Peters; Questions Manigold on being the recipient and the chooser of the citizens on the Steering Committee.

Manigold; Clarifies that this will be a joint effort with the Planning Commission as well as the Township Board everyone here will be a part of the interview process and selection of seven citizens to serve on the committee.

Peters; Other than using the Gazette is there another means of getting the information out to the citizens?

Manigold; Normally we would work through the Gazette but it will be on the website and an ad will be placed in the newspaper.

Peters; Thinks this is good as she thinks that they will want to broadcast the desire to have people sign up.

Hornberger; Suggest the Ticker as well.

Chown; This should go in the Township newsletter which is about to go out. Will put something in there mentioning this.

9. Adjournment

Moved by Hornberger to adjourn the Planning Commission meeting, seconded by Oosterhouse. Passed Unam

Moved by Whal to adjourn the Township Board meeting, seconded by Wunsch. Passed Unam

Final adjournment: 8:11 p.m.