

**Peninsula Township Town Board  
Township Hall  
January 24, 2017 - 7 pm**

**Present:** Isaiah Wunsch, Margaret Achorn, Joanne Westphal, Rob Manigold, Maura Sanders, Warren Wahl

**Absent:** Brad Bickle

**Also Present:** Gordon Hayward, Nicole Essad, Rachel Mavis (recording secretary)

Meeting called to order at 7:00 pm by **Manigold**.

**Approve Agenda**

**Motion by Sanders / Wunsch to approve agenda. Motion passed unanimously.**

**Citizen Comments (items not on agenda)**

none

**Conflict of Interest**

none

**Consent Agenda**

1. Reports and Announcements (as provided in packet)
  - A. Officers - clerk, supervisor, treasurer (*none*)
  - B. Departmental - Planning Commission, Zoning Board of Appeals, Planner, Attorney, Engineer, Library, Park Commission, and Township Deputy (recommend approval)

**Planning Department: Hayward** prepared a concept for dealing with escrow accounts for the board's information - it hasn't been given to the entire board yet.

**Other Requests: Manigold:** They have received three requests - two verbal and one written. The library wants to have a fundraiser using food trucks; two requests for parties in barns with proceeds being donated - one to Goodwill food bank, one to Old Mission Women's Club. Hayward stated, in the past, the township board has approved those on case by case basis. Most don't need event permits based on the number of people in attendance. If they meet or exceed the event number (225), it would need to go to the Planning Commission for permit approval.

2. Correspondence (as provided in amended packet)
3. Edit list of invoices (recommend approval)
4. Approve TBA / SD annual agreement for collection of summer school taxes
5. Approve request by Old Mission Historic Society to post signs for annual Log Cabin Days
6. Approve Performance Resolution for Governmental Agencies (MDOT 2207B) relating to the use of state highways for event activities
7. Approve Reoccurring Resolution Addressing Township Compliance with PA152 - the Publicly Funded Health Insurance Contribution Act
8. Approve request from the Peninsula Community Library to post a sign on their property identifying the location of the new library
9. Meeting Minutes Approval - January 9, 2017. Clarification on minutes by **Manigold** - When making the selection, the board also authorized Manigold to talk to David Sanger regarding a zoning code enforcement officer.

**Motion by Westphal / Sanders to approve consent agenda as amended. Roll call. Motion passed unanimously.**

**Business**

1. Public Hearing for Braemar Drive Special Assessment District (resolution in packet)
  - i. Open Public Hearing

Regularly scheduled meeting closed and public hearing opened by **Manigold**.

*Sally Akerley:* Tonight is the first of two public hearings for Braemar Road improvements. Thank you to Gretchen and Dave for spearheading things. Braemar is located just north of the Peninsula Drive/Nelson Rd. intersection. Residents want to improve that corridor and are seeking to create a SAD in order to make these improvements. There are 16 parcels in that unit, with an estimated project cost of \$76,700. Town board accepted those proposals at the December 29 meeting. Each parcel will be levied an equal share of the cost. The township is going to bond the project so that the payments can be spread out over 20 years, with an average payment of \$340. There is no pre-payment penalty and buyers can assume the special assessment payments if the property is sold. If the town board elects to establish, one more public hearing will be held on 3/28 and then the district would be created and bills would be issued in the winter '17 cycle. The bills are separate from property bills. Work will begin in the spring. If there are any questions, Craig Goodrich (from Gourdie-Fraser) and Jim Cook (from the Grand Traverse County Road Commission) are available.

*Dave Sanger:* He owns property on the road. The road is blacktop, and thanks to snowplowing, half of it is gone. The road commission told him 4-5 years ago that the option was to revert to gravel or to fix at the residents' own cost. He is in favor of this project. It will increase property value as well as safe travel for vehicles. Petitions have been submitted (thanks to his neighbors). Of the 16 property owners, they have 15 who signed the petition. The 16th is a vacant lot (owners in Lansing) and he wrote to them personally. He wants to thank the township - this is a terrific opportunity. When he heard the cost from the road commission 5 years ago, he didn't see the ability to get this project done. Thank you to Sally, Rob, and Brad that they can spread payments over 20 years - it makes the project doable. He personally supports the project and urges the board to approve.

*Gretchen Soutear - 1670 Braemar Drive:* Will there be paved shoulders? Or will they be sand/gravel?

*Craig Goodrich, Gourdie-Fraser:* From his understanding, the existing aggregate that is in pieces will be pulverized and will be the new gravel base, with a new layer of asphalt placed on top. The shoulders will be the mixture as it is pulverized.

- ii. Close Public Hearing

Public hearing closed, regularly scheduled meeting opened by **Manigold**.

- iii. Discussion

**Motion by Westphal / Sanders to adopt the resolution creating the Braemar Drive SAD, ordering the creation of the special assessment roll (3/14), and scheduling the public hearing on the assessment roll (3/28). Roll call. Motion passed unanimously.**

2. Public Hearing for Maple Terrace Avenue Water Main Extension Special Assessment District (resolution in packet)
  - i. Open Public Hearing by Manigold

*Sally Akerley:* This is the first of two public hearings for the Maple Terrace water extension. Maple Terrace is located at the intersection of Peninsula Drive and McKinley Rd. The residents wanted to hook up to the city water system and it is finally coming to fruition. Thanks to Glynnis for her hard work on this. There are 17 parcels - \$214,000 projected cost. Each parcel will be levied an equal share; bonded in 20

year payoff, with an average payment of \$900. No payment penalty - property can be sold and buyer can take on that payment. If the town board moves forward, they'd like to move forward - assessment roll created 3/14 and second public hearing taking place 3/28.

ii. Close Public Hearing

Public hearing closed and regularly scheduled meeting opened by **Manigold**.

iii. Discussion

**Motion by Wunsch/Sanders to adopt the resolution creating the Maple Terrace Avenue water main extension SAD, ordering the creation of the special assessment roll (by 3/14), and scheduling the public hearing on the assessment roll (3/28). Roll call. Motion passed unanimously.**

3. Sign shared Maintenance Agreement - Braemer Estates Storm Sewer SAD

*Jim Cook - Grand Traverse Road Commission:* What you have before you are two special assessment and maintenance agreements - one for Braemar and one for Logan Hills/Maple Terrace. It's an agreement regarding how they (the GTRC and township) will share the cost on the project and how to maintain the project in future. This is a township-owned utility, so the township is the primary maintenance provider. If there was an emergency in the middle of the night, the road commission would have the ability to do something (to protect public safety). They would then invoice the township for work. Regular maintenance would be assessed by the township engineer. If in disagreement, the township engineer makes the decision. If there's a major disagreement, a third party would be the deciding factor.

*Nicole Essad:* Along with the attorney for the road commission, they've looked over that document and have come to an agreement. It's the same type of agreement for both (Braemar and Logan Hills/Maple Terrace).

*Annette Ryckman - 1503 Braemar Drive:* What if there is a lot on the waterfront, which makes you happy - a place for you, your children, and grandchildren to enjoy? Then there are changes - there is drainwater from 3 subdivisions splashing onto the lot. Her lot is lot 11 - when it comes out, it will splash onto her rocks and into her area. There was already a designated drain path that could have been fixed or repaired. She's concerned about her lot 11 health, happiness, and safety. What are the options - it could be overly engineered. A new drain is coming in, as well as an existing drain that could be improved. The present drain needs to be cleaned up and then maintained - she is in favor of that. She doesn't want to add an extra drain on lots 11/12. The existing drain didn't bog up for 20-30 years, even not being maintained. It's frustrating to her.

**Motion by Wahl / Wunsch to approve the Braemar Estates maintenance agreement with the Grand Traverse County Road Commission. Motion passed unanimously.**

4. Sign shared Maintenance Agreement - Logan Hills - Maple Terrace Storm Sewer SAD

*Jim Cook:* This is the same agreement as the Braemar Estates agreement.

*Nicole Essad:* It's the same agreement - it has the same terms and conditions - the road commission could go out in the middle of the night if there was an emergency. The engineer makes decisions, unless there's a major disagreement in which a third party would step in.

**Motion by Wunsch / Wahl to approve the Logan Hills/Maple Terrace maintenance agreement with the Grand Traverse County Road Commission. Motion passed unanimously.**

5. Approve transfer of funds to the Lighthouse Restoration Project from cable fund to bridge deficit

**Sanders:** Last year the Park Commission entered into an agreement after a bidding process with MIHM Contracting for the lighthouse restoration project with the grant sponsored by the state historical

preservation office. Due to the age of the building and the nature of what they found when they were working (more than was expected), the grant money ran out. The Park Commission had to forego the south sidewalk and was going to have that project done on their own. The project came in as a \$7100 bid - which seems excessively high. In order to complete this project, the Park Commission is requesting up to \$7,000 so that the project can be wrapped up and finished before this spring.

**Wunsch:** This is a good idea. The project needs to be wrapped up to receive the grant match.

**Motion by Wunsch / Sanders to transfer funds to the lighthouse restoration project from the cable fund in the amount of \$7,000.**

**Westphal:** Can you explain this overrun? Is it how the funding was distributed over time?

**Sanders:** When we got into the bones of the lighthouse and the educational building that was picked up and moved, there was stuff that was rotted and needed to get fixed. It was to be included as part of this project. There was a 10% contingency fund set up. That got eaten up quickly. Everything is now in good working order, done to current construction code. Should last 100+ years.

**Westphal:** So there is no intent to ever return the \$7,000 back?

**Sanders:** The park commission discussed this, but in her opinion it feels like a sign of good faith to the park commission that they've done a great job with that project.

**Manigold:** The building is owned by peninsula township, not park board, too.

**Westphal:** You said you felt like this was a ridiculously high cost?

**Sanders:** We bid this project out twice. All of the bids came in that high - the companies we didn't use had costs that were even higher.

**Wahl:** This is up to that amount, which doesn't mean they will use all of it.

**Sanders:** The goal is to bid it out to a local contractor and get it done as soon as possible.

**Roll call. Motion passed unanimously.**

6. Amend Resolution 2016-10-11#1 concerning policy relating to Township health insurance and HSA

**Westphal:** This is an amendment to a resolution passed in 10/16 by the old town board. It dealt with a policy that allowed eligible employees and elected officials the ability to opt out of the township health plan. Each year in November, insurance carriers come from BCBS or PPOs and profile what they anticipate the cost of health insurance will be for township employees for the next year. In the past, with this resolution (an offshoot of a situation that had arisen with Mr. Correia when he already had an insurance policy and asked about retaining his health plan instead of township plan and township agreed to that). In this resolution, which they're amending, there were some blanks left when it was passed dealing with how the township would handle individuals who want to keep their insurance. This amendment fills in the blanks from that resolution passed in 10/16, written by Peter Wendling.

**Manigold:** Three of us are on Medicare, so if we opt out of the township policy, it's a great savings.

**Achorn:** This just came in at the last minute and she just reviewed it. She has some questions regarding the use of a health reimbursement account. She'd like to review it and not pass it right now without having clear information.

**Manigold:** We can table it if necessary.

**Motion by Achorn/Westphal to table until next meeting. Motion passed unanimously.**

### **Citizen Comments**

Jim Cook - Since we were talking about shoulders earlier - they haven't seen any design documents on any of the road projects yet. They typically have a 1' shoulder on all paved roads. The cost would be minimal, while the project is under construction - if they need larger shoulders (3' or 5') - they are not opposed to looking at that option. If it's something residents want, make sure Sally or Rob are aware of it.

According to the drawings from Brian, it looks to currently be a 1' gravel shoulder. The road commission is not opposed to changing that if anyone requests that.

### **Board Comments**

**Wunsch:** Update from the Planning Commission - They just held a public hearing for the Vineyard Ridge development. It was tabled without a decision because the plan includes providing 10% of the property for public use, which allows for a future trail system. A few of the board members are going to look at it to make sure a trail can be feasibly built on that easement. That should be last major remaining issue with that project.

**Manigold:** Hannah, who has Old Mission Living magazine, would like to donate space every month in her magazine to the township. Should he talk to her? (Board says yes.)

**Sanders:** For those interested in the Bowers Harbor Park expansion, the next committee meeting is Thursday at 9 am. They're working hard and gearing up for public input. If you're interested, please attend. Also she hopes everyone received their township newsletter - shout out to clerk's office - it looks wonderful.

**Manigold:** We were successful in purchasing the school. TCAPS will be there another year and a half. In that time, the peninsula residents will need to decide what they envision for that school.

**Ahorn:** Several of them who walked the sewer plant from top to bottom, inside and out. They got the information on what they propose for the next year and for the future, along with township's possible costs.

**Wahl:** Apologies for being late - he was reffing a basketball game.

Meeting adjourned at 7:46 pm by **Manigold**.