

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

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www.peninsulatownship.com

PETER A. CORREIA
SUPERVISOR

MONICA A. HOFFMAN
CLERK

DAVID K. WEATHERHOLT
TREASURER

MARK D. AVERY
TRUSTEE

JILL C. BYRON
TRUSTEE

PENELOPE S. ROSI
TRUSTEE

WENDY L. WITKOP
TRUSTEE

REGULAR TOWNSHIP BOARD MEETING

July 12, 2016

7:00 p.m.

Township Hall

Agenda

1. Call to Order
2. Pledge
3. Roll Call
4. Approve Agenda
5. Brief Citizen Comments – for items not on the Agenda
6. Conflict of Interest
7. Consent Agenda

Any member of the Board, staff, or the public may ask that any item on the Consent Agenda be removed and placed elsewhere on the agenda for full discussion.

1. Reports and Announcements (as provided in packet)
 - A. Officers – Clerk, Supervisor, Treasurer
 - B. Departmental – Planning Commission, Zoning Board of Appeals, Attorney, Engineer, Library, Park Commission and Township Deputy.
2. Correspondence (as provided in packet)
3. Edit lists of invoices (recommend approval)
4. Meeting Minutes
 - June 14, 2016 Regular Meeting
 - June 28, 2016 2nd Regular Meeting
(recommend approval)
5. June 2016 Payroll (recommend approval)

8. Township Board Business

1. Braemar Special Assessment District – Public Hearing
2. Policy & Procedures Page 2 – Changes (recommend re-adoption)

9. Citizen Comments

10. Board Comments

11. Adjournment

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the Clerk.

Treasurer's Report

7/6/2016

To: Peninsula Township Board

Re: Treasurer Report for July Board meeting

Fellow Board Members:

Summer tax bills went out on June 30th and are due September 14th.

We are completing the audit this week.

Find Cash Balance Sheet attached.

I welcome any questions or comments.

David K. Weatherholt

Peninsula Township Treasurer

07/06/2016

CASH SUMMARY BY FUND FOR PENINSULA TOWNSHIP

Fund	Description	Balance 06/30/2016
101	GENERAL FUND	509,754.47
206	Fire Fund	236,990.47
207	Police Fund	108,672.53
208	PARKS/HASSEROT/BHP/ARCHIE/BIG JON	157,542.52
211	Bata/Sr. Center	23,223.29
212	Pelizzari Natural Area	252,436.47
213	HESSLER LOG HOME	12,720.51
215	DOUGHERTY HOUSE	8,690.62
225	Summer Tax Collection	(127.03)
245	Roads	(552.66)
248	Building Fund	2,591.12
297	Purchase of Development Rights	1,639,476.81
298	Cable Council Fund	442,498.49
301	Debt Service Fund	1,682.55
502	Tower Fund	505,593.67
508	Lighthouse Fund	18,368.01
509	LIGHTHOUSE GIFT SHOP	105,974.56
590	Sewer Fund	248,625.56
591	Water Fund	593,593.83
592	Franklin Woods Sewer	0.00
593	Sewer & Water Projects	0.00
594	Harbor Reach Road	23,485.81
596	Compactor Station	26,269.52
701	Trust and Agency	45,030.18
703	Tax Collection	33,420.92
708	Library Trust and Agency Fund	457,766.47
727	Employees Medical Benefit Fund	530.76
750	Payroll Imprest Fund	22,170.92
	TOTAL - ALL FUNDS	5,476,430.37

Clerks Report – Township Board Meeting

July 7, 2016

So far to date we have had about 1,300 absentee ballots that have been sent out.

Manica A. Hoffman CMMC/CMC

Peninsula Township Clerk

Clerks Report July 12, 2016 meeting.docx

Court of Appeals, State of Michigan

ORDER

James Komendera v Peninsula Township

Docket No. 331453

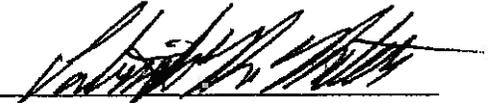
LC No. 2015-031218-AA

Patrick M. Meter
Presiding Judge

Stephen L. Borrello

Michael F. Gadola
Judges

The Court orders that the application for leave to appeal is DENIED for lack of merit in the grounds presented.



Presiding Judge



A true copy entered and certified by Jerome W. Zimmer Jr., Chief Clerk, on

JUN 20 2016

Date



Chief Clerk

RECEIVED

JUN 22 2016

Peninsula Township Invoice Approval Report

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
ACENTEK	JULY 2016 LIGHTHOUSE <i>508-000-850.000</i>	\$52.56 <i>52.56</i>
ACENTEK	PHONES OFFICE, FD AND LH <i>206-000-850.000</i> <i>101-253-850.000</i> <i>206-000-850.000</i> <i>206-000-850.000</i> <i>101-173-850.000</i> <i>101-209-850.000</i> <i>101-400-850.000</i> <i>101-420-850.000</i> <i>101-191-850.000</i> <i>101-215-850.000</i> <i>101-173-850.000</i> <i>101-173-850.000</i> <i>508-000-850.000</i> <i>101-173-850.000</i>	\$558.14 <i>58.46</i> <i>42.99</i> <i>36.41</i> <i>40.68</i> <i>39.78</i> <i>55.43</i> <i>53.76</i> <i>38.08</i> <i>29.07</i> <i>29.06</i> <i>49.99</i> <i>47.32</i> <i>36.01</i> <i>1.10</i>
AKERLEY SALLY	MILEAGE <i>101-209-870.000</i>	\$170.64 <i>170.64</i>
AKERLEY SALLY	NORTHWEST MICHIGAN ASSESSORS ASSOC 8 HR CONT ED <i>101-209-960.000</i>	\$20.00 <i>20.00</i>
ALERT-ALL	STICKERS, BRACELET, CERATE YOUR OWN SHIELD <i>206-000-880.000</i>	\$951.97 <i>951.97</i>
CHARTER COMMUNICATIONS	INTERNET FD <i>206-000-818.000</i>	\$79.99 <i>79.99</i>
COPY SHOP THE	FOLD TAX BILLS <i>101-225-726.000</i>	\$35.04 <i>35.04</i>
DEWEESE HARDWARE	BLEACH, ANT BAIT AND PINE SOL <i>206-000-726.000</i>	\$23.77 <i>23.77</i>
DISH NETWORK	SERVICE <i>206-000-818.000</i>	\$99.99 <i>99.99</i>
ELECTION SOURCE	BALLOT CHART <i>101-191-726.000</i>	\$20.00 <i>20.00</i>
GT COUNTY TREASURER	MAY 2016 <i>591-000-818.000</i>	\$12,824.87 <i>12,824.87</i>
GT COUNTY TREASURER	MAY 2016 <i>590-000-818.000</i>	\$11,281.57 <i>11,281.57</i>

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
I.T. RIGHT	VIRUS SCAN ON SALLY'S COMPUTER <i>101-209-818.000</i>	<i>135.00</i> \$135.00
I.T. RIGHT	SALLY'S COMPUTER SCAN AND SUSAN'S COMPUTER <i>101-209-818.000</i> <i>101-173-818.000</i>	<i>33.75</i> <i>67.50</i> \$101.25
I.T. RIGHT	SUSAN'S COMPUTER <i>101-173-726.000</i> <i>101-171-977.000</i>	<i>229.00</i> <i>750.00</i> \$979.00
I.T. RIGHT	SERVER <i>101-173-818.000</i>	<i>405.00</i> \$405.00
I.T. RIGHT	MARY'S COMPUTER LOG IN PROBLEM <i>101-253-818.000</i>	<i>67.50</i> \$67.50
KOPY SALES, INC.	FD COPIES <i>206-000-818.000</i>	<i>80.00</i> \$80.00
LIVE ACTION SAFETY	AIRWAYS, BATTERY, GLUCOSE SUPPLIES <i>206-000-932.000</i>	<i>1,200.27</i> \$1,200.27
MCKENNA ASSOCIATES	ZONING ORDINANCE SERVICES <i>101-400-818.000</i>	<i>2,623.63</i> \$2,623.63
MUNSON OCCUPATION HEALTH & MED	DRUG SCREEN STROM <i>206-000-828.000</i>	<i>42.00</i> \$42.00
MUNSON OCCUPATION HEALTH & MED	PHYSICAL <i>206-000-828.000</i>	<i>666.44</i> \$666.44
NORTH FLIGHT, INC	BILLING AND COLLECTION <i>206-000-225.000</i>	<i>25.00</i> \$25.00
NORTHERN OFFICE EQUIPMENT	BIZHUB COPIES <i>101-173-818.000</i>	<i>533.17</i> \$533.17
NYE UNIFORM	SHIRT AND NAME TAG <i>206-000-935.000</i>	<i>112.05</i> \$112.05
NYE UNIFORM	SHIRT AND NAME TAG <i>206-000-935.000</i>	<i>99.00</i> \$99.00
NYE UNIFORM	SHIRT AND NAME TAG <i>206-000-935.000</i>	<i>103.55</i> \$103.55
NYE UNIFORM	SHIRT AND NAME TAG <i>206-000-935.000</i>	<i>99.00</i> \$99.00
NYE UNIFORM	NAME TAGS <i>206-000-935.000</i>	<i>48.60</i> \$48.60

VENDOR	DESCRIPTION/DISTRIBUTION	AMOUNT
PENINSULA COMMUNITY LIBRARY	EXPENSES <i>708-000-223.000</i>	\$18,000.00 <i>18,000.00</i>
PENINSULA TWP TREASURER	PETTY CASH <i>101-209-726.000</i>	\$20.00 <i>20.00</i>
PRINTING SYSTEMS	AV APPS AND ENVELOPES <i>101-191-726.000</i>	\$83.28 <i>83.28</i>
REARDON MICHELLE	MILEAGE <i>101-400-870.000</i>	\$82.08 <i>82.08</i>
SMIELEWSKI JAMES	MEDICAL CEU <i>206-000-960.000</i>	\$150.00 <i>150.00</i>
TIME EMERGENCY EQUIPMENT	GLOVES <i>206-000-935.000</i>	\$479.04 <i>479.04</i>
TIME EMERGENCY EQUIPMENT	GLOVES <i>206-000-935.000</i>	\$105.20 <i>105.20</i>
TRAVERSE CITY LIGHT & POWER	HOMESTEAD STREET LIGHT <i>101-000-226.080</i>	\$7.97 <i>7.97</i>
TWIN BAY GLASS INC	WINDOW <i>206-000-930.000</i>	\$237.75 <i>237.75</i>
WITMAR PUBLIC SAFETY GROUP	RADIO HOLDER STRAP <i>206-000-851.000</i>	\$575.17 <i>575.17</i>
WITMAR PUBLIC SAFETY GROUP	RADIO STRAP <i>206-000-851.000</i>	\$339.00 <i>339.00</i>
Total:		\$53,518.49

**PENINSULA TOWNSHIP BOARD
REGULAR MEETING
June 14, 2016**

Meeting called to order at 7:00 p.m.

PRESENT: Correia, Hoffman, Avery, Rosi, Weatherholt and Witkop

ALSO PRESENT: Peter Wendling, Township Attorney, **Michelle Reardon**, Director of Planning and Zoning and **Deb Hamilton**, Recording Secretary

ABSENT: Byron (excused)

CHANGES/ADDITIONS TO AGENDA

Hoffman added to the Consent Agenda - Speed Study on Bluff Road and Reaffirm Master Plan Signing. *Margaret Achorn* would like the Clerk's Report, Edit List of Invoices and May 2016 Payroll moved to the Agenda.

MOTION: Weatherholt/Witkop to approve agenda as amended.

**Roll Call Vote: Rosi-yes, Witkop-yes, Weatherholt-yes, Correia-yes, Hoffman-yes and Avery-yes
PASSED UNAN**

BRIEF CITIZEN COMMENTS (FOR ITEMS NOT ON THE AGENDA)

None

CONFLICT OF INTEREST

None

CONSENT AGENDA

1. Reports and Announcements (as provided in packet)
 - A. Officers – Clerk, Supervisor, Treasurer
 - B. Departmental – Planning Commission, Zoning Board of Appeals, Attorney, Engineer, Library, Fire Board, Park Commission and Township Deputy.
2. Correspondence (as provided in packet)
3. Meeting Minutes
 - May 9, 2016 Special Joint Township Board/Park Commission Meeting
 - May 23, 2016 2nd Regular Meeting
4. Update Fiscal 2016/2017 Meeting Dates
5. Old Mission American Legion Pig Roast Sign Request
6. Speed Study on Bluff Road
7. Reaffirm Master Plan Signing

MOTION: Avery/Rosi to accept the Consent Calendar Agenda as amended.

**Roll Call Vote: Witkop-yes, Weatherholt-yes, Correia-yes, Hoffman-yes, Avery-yes and Rosi-yes
PASSED UNAN**

May 10, 2016 Minutes – **Rosi** asked to replace “he” with “Mr. Quant” in Brief Citizen Comments second to last sentence of Mr. Quant’s comments.

MOTION: Witkop/Weatherholt to approve the May 10, 2016 minutes as amended

Roll Call Vote: Weatherholt-yes, Correia-yes, Hoffman-yes, Avery-yes, Rosi-yes and Witkop-yes
PASSED UNAN

BUSINESS

1. Traverse City Triathlon 2016 Large Event Application – Public Hearing

Reardon said the applicant has one change from last year approvals. Mr. Gaff would like to stage out of the existing Bowers Harbor Park (BHP) rather than the BHP Expansion area. *Joel Gaff, Jr, 923 South Maple St., Endurance Evolution* – change is going back to what was done historically. Finish area at BHP Pavilion #1 area and parking in expansion area as last year.

Correia opened Public Hearing at 7:16 p.m.

Jane Conard, 3635 Sugar Shack Rd., asked about Bluff Rd. being closed. *Gaff* said no road closures. *Conard* is not opposed to event.

Mary Swift, 13956 Peninsula Drive, said she supports the triathlon but why does BHP Expansion area not work. *Gaff* said BHP Expansion area has no cover/shade and there is no water source. BHP Pavilion #1 has a water source. BHP is closer to transition area to get equipment after race.

Monnie Peters, 1425 Neah-Ta-Wanta Rd., said she was a participant last year. She is a fan of the race. *Peters* feels the approvals for the event should be done earlier.

Susie Shipman, 14735 Shipman Rd., said it is a smart idea to move to BHP and parking on Devils Dive property is good solution. *Shipman* supports the race.

Ralph Curtis, 10398 Peninsula Dr., said he is against the event. He does not see benefit to residents. A female participate urinated on his lawn and no one picks up trash.

Robert Bolek, 7398 Peninsula Dr., would like law enforcement at his end of Peninsula Drive for speeding issues.

Joel Gaff, Jr. said in regards to benefit to the community. The TC Triathlon donated \$5,000 to the Peter Dougherty Society, American Legion and the Old Mission Women’s Club. New fee has been imposed by the Township and those funds will go toward Township projects.

Correia closed Public Hearing at 7:26 p.m.

Reardon said there will be another pre-race meeting. Law enforcement and trash issue will be discussed.

Hoffman asked about porta-jon locations. *Gaff* reviewed the number of porta-jons and locations. **Avery** asked about law enforcement. *Gaff* reviewed the number of deputies and where they are located. **Weatherholt** asked if boat launch will be open. *Gaff* said yes, boaters can come in through the back gate and park in overflow area.

Witkop asked if Park Commission has approved. **Reardon** said yes. **Weatherholt** suggested that Mr. Curtis call the sheriff if that happens again. The Board does not take that kind of issue lightly.

MOTION: Avery/Witkop to accept this application for one year only.

Roll Call Vote: Correia-yes, Hoffman-yes, Avery-yes, Rosi-yes, Witkop-yes and Weatherholt-yes
PASSED UNAN

2. Amendment #190 – Pubic Hearing

Reardon reviewed Amendment 190. **Avery** said there is a feeling that Airbnb is up against a different set of rules. Will Airbnb be treated exactly the same as this? **Reardon** said staff has an ongoing list of VRBO, Airbnb and Home Away issues and staff is researching and enforcing. **Wendling** said this problem is not specific to this Township. Communication is the first step. **Wendling** explained the legal track to enforcement. **Witkop** asked what the problem with this Airbnb concept is. **Reardon** said the Township has defined uses that are allowed

and not allowed. Operating a B&B without prior permit is not allowed. Also Personal Residential Exemption may be assessed differently. Amendment 190 will not change the issue with Airbnb. Amendment 190 deals with how the Township regulates and rules surrounding B&B establishments that have a permit.

Corriea opened the Public Hearing at 7:48 p.m.

Bruce Jensen 18599 Mission Rd., said Airbnb has to stop. It is against ordinance. Teeth need to be introduced into the ordinance. It is not fair. Shut down the Airbnbs.

Cindy Ruzak, 1994 Carroll Rd., owner and operator of Grey Hare Inn, said Amendment 190 is crucial first step in B&B survival. It is essential give B&Bs a way to be competitive. They have to be able to offer additional services. *Ruzak* gave B&B history. Anyone can use Airbnb and they do not have to follow any rules. It has created a lack of civility. The people offering rooms on Airbnb have no business ethics. Without the additional activities in Amendment 190 she cannot compete. She presumes the Board values the existence of B&Bs. *Ruzak* has heard comments the B&B provide low impact short term accommodations and all the way to B&B's are not needed because people can stay in Traverse City and come out drink at the wineries. Tonight should clarify what the Township's position is on B&Bs. *Ruzak* encourages the Board to put forth the changes being requested but she feels the changes do not go far enough to let her run her business as needed.

Chuck Goodman, 1875 Gray Rd., Owner of Overlook B&B, said the concept of Airbnb has accentuated our concerns because Peninsula Township is restrictive in regards to what B&Bs are allowed to do. As *Witkop* said what is wrong with Airbnb as long as they do not hurt anybody. That is how the official B&Bs look at it too. The proposal does help. It does not go as far as he would like it to go and may not be enough to be competitive. He supports the proposal. You do not know B&Bs are there. There is probably more disturbance with one Bayshore Marathon than all B&B's over the years. The proposal is a step in the right direction.

Mary Swift, 13956 Peninsula Drive, said the B&Bs are for this but what about the rest of us. It is no picnic to live next to a B&B. *Goodman* is on 80 acres and *Ruzak* is on 27 acres. The B&B next to her was on 1.4 acres. She was infringed upon daily. Her property was trespassed and trampled. The way the amendment is currently written is not sufficient. She is not against B&Bs but the amendment has not gone far enough. To allow this for their competitiveness because the Township cannot keep up with enforcement is wrong. Give staff the tools to enforce the Township's law.

Marilyn Elliott, 18811 Whispering Trail, asked about Section 5.7.3 Variances (3) (e) "aesthetics" is subjective. **Reardon** said this is only for Additional Conditions in Determining Variances for Decks or Deck with Attached Seating and/or Attached Storage within the Great Lakes Ordinary High Water Mark Setback.

Chuck Goodman said empathizes with *Swift* but has to do with neighborliness.

Corriea closed the Public Hearing at 8:05 p.m.

Avery said never going to stop Airbnb but have to communicate to play by rules and enforce. **Rosi** said she still believe B&Bs are a good thing. The Board can take Section 8.7.3(6) back to the Planning Commission but **Rosi** does not know if there is a perfect answer. **Witkop** said B&Bs probably have nothing to do with *Swift*'s problem but rather an issue with her neighbor. **Reardon** said because of enabling legislation SUPs must run with the land. **Reardon** said any existing B&B looking to gain some of the new uses will have to come back to the Planning Commission and the Township Board and amend the SUP and be subject to the new requirements. **Weatherholt** said thought still working on B&Bs with events. **Reardon** said this is what the Planning Commission is recommending. **Weatherholt** said does not know how to make everyone happy with B&Bs. **Witkop** asked about the definition of Structure in regards to fences over six (6) feet, would fence section fo the ordinance also have to be amended. **Reardon** said *Witkop* is correct and could pull definition of structure out of Amendment 190. **Hoffman** said number of events bothers her and closing time of 9:30p.m. She is still concerned about increase of the numbers rooms. *Hoffman* is also concerned about B&Bs on PDR land. **Reardon** said the section on B&B can be pulled and sent back to the Planning Commission.

MOTION: Witkop/Hoffman to approve Amendment 190 except the definition of B&B Establishment and the definition of Structure and the whole Section 8.7.3(6) Bed and Breakfast Establishment those items to be sent back to Planning Commission for further work.

Roll Call Vote: Hoffman-yes, Avery-yes, Rosi-yes, Witkop-yes, Weatherholt-yes and Correia-yes
PASSED UNAN

3. Create Braemar Special Assessment District – Pass Resolution

Wendling said this resolution is simply a consensus that the Township Board wishes to proceed with the SAD so at the July Regular Board meeting a Public Hearing can be published in a timely manner as required by statute. The agreement between the Township and the Road Commission participation in the project is outstanding. He hopes to have an agreement to the Township Board by the second of the month meeting.

Akerley said this is not going to be a prorata share of assessment. There will be different monetary values attributed to each of these parcels based on acreage and drainage needs. **Witkop** asked who is doing computations. **Akerley** said working with Township Engineer. At the upcoming public hearing the values per parcel will be available and the property owners will have a chance to weigh in on the values. Public Hearing on the SAD will be at the July 12, 2016 Township Board meeting.

MOTION: Witkop/Hoffman to pass Resolution #1 2016-06-14.

Roll Call Vote: Avery-yes, Rosi-yes, Witkop-yes, Weatherholt-yes, Correia-yes and Hoffman yes.
PASSED UNAN

4. AT&T Proposal

Weatherholt said tower will be there longer than use. Weatherholt has the tower checked every ten years. ~~Weather~~ **Weatherholt** reviewed leased and asked if the current Board wanted to commit future Boards 30 years. **Rosi** said lease expires 2018 and would prefer to have the next Board make the decision. **Weatherholt** said this is not an adversarial relationship. **Avery** said someone needs to make a commitment and does not see a reason to pass the buck. **Witkop** asked what the rush is. **Weatherholt** said AT&T. Witkop is concerned that the Township is letting AT&T have what they want. There was Board consensus to have Weatherholt look at 15 year lease and earlier start of escalator.

5. Approval of DPW Budget Items

Correia recommended moving this item to the June 28, 2016 meeting.

MOTION: Witkop/Avery to postpone Business Item #5 to the June 28, 2016 Meeting
MOTION PASSED

6. Roof Bids Station 2

Hoffman said there are four bids. There was discussion on the bids.

MOTION: Witkop/Avery to approve Bloxsom bid of \$20,090 and authorize the Supervisor to sign contract.

Roll Call Vote: Rosi-yes, Witkop-yes, Weatherholt-yes, Correia-yes, Hoffman-yes and Avery-yes
PASSED UNAN

7. Quinn/Keith Storm Water Refund

Reardon reviewed.

MOTION: Hoffman/Witkop to refund Quinn's \$128.

Roll Call Vote: Witkop-yes, Weatherholt-yes, Correia-yes, Hoffman-yes, Avery-yes and Rosi-yes
PASSED UNAN

8. Accept Bid for John Deer Gator- Fire Department Request

Randy Rittenhouse, Acting Chief, said sold older equipment and replace with John Deere gator. Rittenhouse reviewed bids.

MOTION: Hoffman/Witkop to accept Classic Motors bid of \$24,329.

Roll Call Vote: Weatherholt-yes, Corriea-yes, Hoffman-yes, Avery-yes, Rosi-yes and Witkop-yes
PASSED UNAN

9. Bowers Harbor Park Expansion Committee – Township Board Representative

Correia said Witkop asked to be removed from the committee. **Rosi** said she is happy to be on the Committee. She has attended the meetings so far.

MOTION: Hoffman/Witkop to appoint Rosi to Committee.

MOTION PASSED

10. Park Commission Request for Bowers Harbor Park Expansion \$14,000 from Tower Fund

Shipman reviewed Bowers Harbor Park enhancement and expansion – Planning Budget Request.

Park Commission recommended at the June 1, 2016 meeting an increase budget BHP Expansion budget line of \$14,000 and already have \$1,000 in that line item which brings total to \$15,000.

MOTION: Hoffman/Avery to accept the Park Commission’s request for \$14,760 from tower fund.

Roll Call Vote: Correia-yes, Hoffman-yes, Avery-yes, Rosi-yes, Witkop-yes and Weatherholt-yes
PASSED UNAN

Witkop asked about notification process for public meeting. **Shipman** said there is already information on the website. Another idea is radio public service announcements. Shipman has also been talking to Old Mission School parents. **Witkop** asked if considered postcard mailing. **Shipman** said the committee talked about that. **Reardon** said they are working with professional consultants who are good at getting people to the table. **Witkop** said this is not a neighborhood park it is a township park. We have to make the effort to get input from the whole Township.

11. Old Mission Peninsula Historical Society Agreement

Weatherholt reviewed the agreement.

MOTION: Avery/Witkop to give authority to Correia to sign agreement on behalf of the Township.

Roll Call Vote: Hoffman-yes, Avery-yes, Rosi-yes, Witkop-yes, Weatherholt-yes and Correia-yes
PASSED UNAN

12. Discussion of Peninsula Drive Road Construction/Shoulders

Correia reviewed his memo. Correia would like discuss at June 28, 2016 Township Board meeting.

13. Clerk’s Report

Achorn asked Hoffman to explain about changes to November ballot regarding straight ticket voting. **Hoffman** explained.

14. Edit List of Invoices

Achorn asked about Mutual Aid bill of \$6,000 and Gourdie Fraser bills. **Avery** said if insurance comes through will be reimbursed. **Reardon** said regarding the Gourdie Fraser bills, new escrow language that was passed tonight gives the Township the right to require an escrow payment. Until tonight there was no provision in the

ordinance to do this other than the permit fees. *Achorn* asked if there any documentation for the John Hancock pension bill. **Hoffman** said yes there is a payroll audit. Hoffman will get provide copy to Achorn. *Achorn* asked about McKenna bill. **Reardon** said this is 1/11 of the payments. There has been no additional cost to project. Hoffman will provide information.

15. May 2016 Payroll

Achorn asked about the charge numbers for Rosi's payroll. Staff will look into the issue.

MOTION: Weatherholt/Witkop to approve the Edit List, Additions to the Edit List, May 2016 Payroll and Clerk's Report.

MOTION PASSED

CITIZEN COMMENTS

Brad Bickle, 11328 Center Rd., said the May 23, 2016 meeting he spoke but his comments regarding AT&T were not in the minutes. He requested they appear. Bickle made further recommendations regarding the AT&T lease.

Mary Swift, 13956 Peninsula Dr., asked about the \$109,000 transfer from the Tower fund to 502 fund at the March 28, 2016 meeting. It was explained to Swift that was the purchase amount for the property.

BOARD COMMENTS

Hoffman asked the Board if they would like a have a presentation from LIAA regarding video recording the meetings. There was consensus to have LIAA give a presentation. Hoffman asked if other members had other ideas please let her know. **Rosi** asked when Rules and Procedures and Code of Ethics will be on the agenda. **Hoffman** said there is a July 13, 2016 Special meeting scheduled. **Rosi** asked about Kelley park. **Correia** said that is a DNR park. The DNR waiting for summer people to come back so those people could give their input.

MOTION: Avery/Witkop to adjourn at 10:04 p.m.

MOTION PASSED

Respectfully Submitted,
Deb Hamilton, Recording Secretary

These minutes stand to be approved at the next meeting scheduled for July 12, 2016

PENINSULA TOWNSHIP BOARD

June 28, 2016

2nd Regular Meeting

Meeting called to order at 7:00 PM

Present: **Weatherholt; Hoffman; Correia-Chair; Byron; Avery; Rosi; Witkop** (Arrived at 7:02) Also present were Mary Ann Abbott, Recording Secretary

Absent: None

Approve Agenda

Hoffman would like to add two items under Business items. #7 Peninsula Community Library Book Sale sign request and #8 Tree removal service from Leonardo's.

MOTION: Byron/Rosi to approve Agenda as amended.

PASSED UNAN

Brief Citizen Comments - for items not on the Agenda

David Taft, 952 Neahtawanta Asks that the planning commission or town board to ask the "81" developer to follow the Michigan Department of Environmental Quality recommendations for properties suspect of contamination. Urges the Board for safety. Whether it is the Plat or the SUP123 you need to urge the developer to take out an extensive environmental sampling throughout the site so that the Board can be assured that the residents are protected as this development goes forward.

Conflict of Interest

Weatherholt has a conflict with the Business item #6 and will recuse himself from that discussion.

Business

1. Land Information Access Association Presentation on Recording Meetings

Land Information Access Association conducted a presentation on videotaping the Peninsula Township meeting. Questions from the Board then followed concerning the fee schedule, equipment installation and recording, access of recordings by citizens, Open meetings requirement of written minutes and video storage option. Land Information Access Association will follow up with a written quotation for the service to Peninsula Township.

2. Sign SAD Maintenance Agreement with Grand Traverse County Road Commission

Sally Akerley, Peninsula Township Assessor presented the negotiated contract with the Road commission for participation in Braemar Estates and Logan Hills Special Assessment District. *Akerley* reminded the Board of the email from Peter Wendling, Township Attorney indicating his review of the document and recommendation to accept this agreement. The Board asked questions of Sally Akerley, Karrie A. Zeits, Road Commission Attorney and Jim Cook, Road Commission Representative.

Akerley states that last month the Board accepted the petitions. There will be a Public Hearing next month with specific costs per parcel with the opportunity to review these numbers. The Treasurer's office will send out annual billings on this Special Assessment District.

MOTION: Witkop/Avery to approve the Braemar Special Assessment District Assessment and Maintenance Agreement

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes

3. Discussion of Peninsula Drive Road Construction/Shoulders

Correia asked if Board had a chance to look at the Peninsula Drive Construction, and what were their thoughts. Jim Cook, Country Road Commission explained that the Road Commission could not afford another ½ million dollars to add shoulders.

Witkop understands the safety issues and is baffled. Questions who benefits from added shoulders. It is a lot to ask our residents to fund these shoulders. The area 2.2 miles of the community may want to be involved with a special assessment district but the expenses should not be on our taxpayers.

Correia is not suggesting that we write a check, no on is suggesting that it is not a lot of money, it is, but from a safety perspective Correia thought it was right to bring it up. **Correia** is getting the phone calls from the residents asking where the shoulders were.

Rosi These are roads are for cars. They are not multi purpose roads -they are dangerous.

4. Approval of DPW Budget Items

Correia presents the Department of Public Works Budget Amendments which show Peninsula Townships portion based on our usage.

MOTION: Witkop/Byron approve the Department of Public Works requested budget amendments of May 5, 2016, December 2, 2015 and February 25, 2016 for reference. Total of \$77,097.00

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes
PASSED UNAN

MOTION: Hoffman/Witkop to authorize the Supervisor to sign the Bill of Sale.

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes
PASSED UNAN

Motion: Avery/Byron to pass the Resolution adopting the 2015 Edition of the Standard Technical Specifications for the Design and Construction of Water and Sewer Lines for the Township of Peninsula.

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes
PASSED UNAN

Correia will bring back information on the truck purchase when there is more information.

5. Township Liability Insurance Renewal

Correia one more year to go on our commitment. Municipal Underwriters of Michigan Inc. asked if they could quote even though it is a year early. Consensus is to continue with our current Insurance provided for the rest of the three-year contract.

MOTION: Hoffman/Byron to pay the bill for the Workman's Compensation, Liability Insurance and Provident policy for the fire department.

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes
PASSED UNAN

6. Appoint PDR Selection Committee

MOTION: Hoffman/Byron to excuse Weatherholt from the conversation.

PASSED UNAN

Hoffman reported that the current PDR committee was contacted again to see if they were interested in serving. Advertising was done for vacancies. Two applications received.

MOTION: Byron/Rosi to accept Karen Cline and Susan J. Curtis to the PDR Committee for the remainder of the term and reappoint the remaining of the PDR Committee.

PASSED UNAN

The PDR committee consists of Dave Edmondson, Cindy Ruzak, Ray Weigel, Fred Woodruff, Ed Roy, Karen Cline, and Susan J. Curtis.

MOTION: Hoffman/Byron to bring Weatherholt back to the board.

PASSED UNAN

7. Peninsula Community Library Book Sale Sign Request

Hoffman reads the request from Ellen Kerr to hang a 3 by 5 foot banner at Fire Station #2 to advertise the Peninsula Community Library Book Sale from July 21, 2016 to August 3, 2016.

MOTION: Byron/Weatherholt to approve the banner request by Peninsula Community Library.

PASSED UNAN

8. Tree Service Removal from Leonardo's Tree Service

Hoffman stated that in there was no response from the company who had been awarded the original bid for the cemetery tree removal. Hoffman is now suggesting that the second lowest bid of \$4200.00 be offered the work.

MOTION: Avery/ Witkop to award bid to Leonardo's Tree service for \$4200 for removal of the fallen trees at Bohemian Cemetery.

Roll Call Vote: Weatherholt-Yes; Hoffman-Yes; Correia-Yes; Byron-Yes; Avery-Yes; Rosi-Yes; Witkop-Yes
PASSED UNAN

Citizen Comments

Armond Addonizio, 11886 Peninsula Drive would like to address the repaving and shoulders. He has been a resident since 2002. There is no concern right now as far as accidents. My biggest problem is not the cars, or tourists ...it is the bikers. His concern is the paving. If we expand the roads by five feet it will cut into the property. When *Addonizio* inquired about a public meeting that he had expected to be held he was told that there was miscommunication as to who would do the meeting and it was never held. Biggest problem is the Hagerty bike group on Tuesday night.

Dan Fleckenstein, 12000 Peninsula Drive agrees with what his neighbor Armond said. He lost an 80- foot tree due to the road project. He strongly objects to any increase to the margin of the road. He strongly objects to the idea of putting up guardrails. He thinks the real problem in safety is the 45 mph speed limit. Signs should be placed saying that bikes should be two abreast.

Margaret Achorn, 12284 Peninsula Drive would like to comment on the Peninsula Drive Road Construction. Who is supposed to pay for the widening and reconfiguration with additional ditch work? What is done is done. Now is not the time to make a costly "do-over".

Board Comments

Avery Once again there is misinformation about the Fire Department. Encourage people to stop by and talk to Chief Rittenhouse There are more EMT's then we have had for some time. There is a new 4WD Ambulance. There is new equipment for the fire fighters-new air packs, new radios and more. You would be amazed at how good the fire department is right now. People are spreading rumors for their own gain.

Witkop Fire Department did respond to the fire on Neahtawanta. We have a mutual aid agreement with the city to back our fire department in a confirmed structure fire. You will see the city respond and that is a good thing.

MOTION: Avery/Witkop to adjourn at 9:15 pm.

Respectfully Submitted by Mary Ann Abbott, Recording Secretary.

For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s): HOURLY, INS, MEETING, OT, RUNS, SALARY, SICK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	Ot Hours	Ot Gross	Gross	Check Date
10001 - ABBOTT, MARY ANN								
MEETING	101-410-818.010	2.00	0.00	240.00	0.00	0.00	240.00	06/30/2016
MEETING	101-430-818.010	1.00	0.00	120.00	0.00	0.00	120.00	06/30/2016
MEETING	208-751-818.010	1.00	0.00	120.00	0.00	0.00	120.00	06/15/2016
Employee Totals:		4.00	0.00	480.00	0.00	0.00	480.00	
10005 - AKERLEY, SALLY A								
MEETING	101-209-703.000	2.00	0.00	160.00	0.00	0.00	160.00	06/15/2016
MEETING	101-209-703.000	2.00	0.00	160.00	0.00	0.00	160.00	06/30/2016
SALARY	S. AKERLEY	0.00	0.00	2,126.81	0.00	0.00	2,126.81	06/15/2016
SALARY	S. AKERLEY	0.00	0.00	2,439.00	0.00	0.00	2,439.00	06/30/2016
VAC	S. AKERLEY	0.00	10.40	312.19	0.00	0.00	312.19	06/15/2016
Employee Totals:		4.00	10.40	5,198.00	0.00	0.00	5,198.00	
10011 - AVERY, MARK D								
SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63	06/15/2016
SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63	06/30/2016
Employee Totals:		0.00	0.00	449.26	0.00	0.00	449.26	
10009 - AVERY, MARY A								
SALARY	M. AVERY	0.00	0.00	1,421.37	0.00	0.00	1,421.37	06/15/2016
SALARY	M. AVERY	0.00	0.00	1,536.11	0.00	0.00	1,536.11	06/30/2016
SICK/PERS	M. AVERY	0.00	9.40	185.96	0.00	0.00	185.96	06/15/2016
SICK/PERS	M. AVERY	0.00	3.60	71.22	0.00	0.00	71.22	06/30/2016
Employee Totals:		0.00	13.00	3,214.66	0.00	0.00	3,214.66	
10018 - BALL, MICHAEL B								
STAWK	206-000-706.000	0.00	62.00	854.36	0.00	0.00	854.36	06/15/2016
STAWK	206-000-706.000	0.00	47.00	647.66	0.00	0.00	647.66	06/30/2016
Employee Totals:		0.00	109.00	1,502.02	0.00	0.00	1,502.02	
10026 - BLACKBER, GRANT J								
RUNS	206-000-706.000	1.00	0.00	13.00	0.00	0.00	13.00	06/30/2016
STAWK	206-000-706.000	0.00	77.00	1,001.00	0.00	0.00	1,001.00	06/15/2016
STAWK	206-000-706.000	0.00	60.00	780.00	0.00	0.00	780.00	06/30/2016
Employee Totals:		1.00	137.00	1,794.00	0.00	0.00	1,794.00	
10036 - BROWN, AMANDA J								
RUNS	206-000-707.000	2.50	0.00	34.45	0.00	0.00	34.45	06/15/2016
STAWK	206-000-707.000	0.00	4.00	55.12	0.00	0.00	55.12	06/30/2016

For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s): HOURLY, INS, MEETING, OT, RUNS, SALARY, SICK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	Ot Hours	Ot Gross	Gross	Check Date	

10020	BRYAN, MICHAEL G	Employee Totals:							
		2.50	4.00	89.57	0.00	0.00	89.57		
	STAWK	0.00	43.75	602.88	0.00	0.00	602.88	06/15/2016	
	STAWK	0.00	48.00	661.44	0.00	0.00	661.44	06/30/2016	

10045	BYRON, JILL C	Employee Totals:							
		0.00	91.75	1,264.32	0.00	0.00	1,264.32		
	SALARY	0.00	0.00	224.63	0.00	0.00	224.63	06/15/2016	
	SALARY	0.00	0.00	224.63	0.00	0.00	224.63	06/30/2016	

10060	CORREIA, PETER A	Employee Totals:							
		0.00	1.00	428.82	0.00	0.00	428.82		
	INS	0.00	1.00	428.82	0.00	0.00	428.82	06/30/2016	
	SALARY	0.00	0.00	1,955.63	0.00	0.00	1,955.63	06/15/2016	
	SALARY	0.00	0.00	1,955.63	0.00	0.00	1,955.63	06/30/2016	

10061	COUTURE, ALAN J	Employee Totals:							
		4.00	0.00	320.00	0.00	0.00	320.00		
	MEETING	4.00	0.00	320.00	0.00	0.00	320.00	06/30/2016	

10064	COWALL, MATTHEW A	Employee Totals:							
		7.00	0.00	560.00	0.00	0.00	560.00		
	MEETING	7.00	0.00	560.00	0.00	0.00	560.00	06/30/2016	

10148	HAINES, NICHOLAS	Employee Totals:							
		0.00	0.00	0.00	28.00	239.96	239.96		
	OT	0.00	0.00	0.00	28.00	239.96	239.96	06/30/2016	
	SICK/PERS	0.00	12.00	205.32	0.00	0.00	205.32	06/15/2016	
	STAWK	0.00	140.00	2,395.40	0.00	0.00	2,395.40	06/15/2016	
	STAWK	0.00	96.00	1,642.56	0.00	0.00	1,642.56	06/30/2016	
	VAC	0.00	24.00	410.64	0.00	0.00	410.64	06/30/2016	

10147	HAMILTON, DEBORAH A	Employee Totals:							
		0.00	272.00	4,653.92	28.00	239.96	4,893.88		
	MEETING	1.00	0.00	120.00	0.00	0.00	120.00	06/30/2016	
	SALARY	0.00	0.00	1,371.91	0.00	0.00	1,371.91	06/15/2016	
	SALARY	0.00	0.00	1,547.98	0.00	0.00	1,547.98	06/30/2016	
	SICK/PERS	0.00	2.50	49.46	0.00	0.00	49.46	06/15/2016	
	VAC	0.00	9.40	185.96	0.00	0.00	185.96	06/15/2016	

For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s): HOURLY, INS, MEETING, OT, RUNS, SALARY, SICK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	OT Hours	OT Gross	Gross	Check Date
VAC	D. HAMILTON	0.00	3.00	59.35	0.00	0.00	59.35	06/30/2016
	Employee Totals:	1.00	14.90	3,334.66	0.00	0.00	3,334.66	
STAWK	206-000-706.000	0.00	12.00	165.36	0.00	0.00	165.36	06/15/2016
	Employee Totals:	0.00	12.00	165.36	0.00	0.00	165.36	
SALARY	101-215-702.000	0.00	0.00	1,955.63	0.00	0.00	1,955.63	06/15/2016
SALARY	101-215-702.000	0.00	0.00	1,955.63	0.00	0.00	1,955.63	06/30/2016
	Employee Totals:	0.00	0.00	3,911.26	0.00	0.00	3,911.26	
MEETING	101-410-703.PLC	9.00	0.00	720.00	0.00	0.00	720.00	06/30/2016
	Employee Totals:	9.00	0.00	720.00	0.00	0.00	720.00	
STAWK	206-000-706.000	0.00	80.50	1,109.29	0.00	0.00	1,109.29	06/15/2016
STAWK	206-000-706.000	0.00	96.00	1,322.88	0.00	0.00	1,322.88	06/30/2016
	Employee Totals:	0.00	176.50	2,432.17	0.00	0.00	2,432.17	
STAWK	206-000-707.000	0.00	33.50	461.63	0.00	0.00	461.63	06/15/2016
STAWK	206-000-707.000	0.00	24.00	330.72	0.00	0.00	330.72	06/30/2016
	Employee Totals:	0.00	57.50	792.35	0.00	0.00	792.35	
MEETING	101-410-703.PLC	11.00	0.00	880.00	0.00	0.00	880.00	06/30/2016
	Employee Totals:	11.00	0.00	880.00	0.00	0.00	880.00	
HOURLY	101-173-704.000	0.00	59.00	1,133.39	0.00	0.00	1,133.39	06/15/2016
HOURLY	101-173-704.000	0.00	75.00	1,440.75	0.00	0.00	1,440.75	06/30/2016
	Employee Totals:	0.00	134.00	2,574.14	0.00	0.00	2,574.14	

For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s) : HOURLY, INS, MEETING, OT, RUNS, SALARY, SICK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	Ot Hours	Ot Gross	Gross	Check Date
10317 - REAMER, CORY J								
RUNS	206-000-706.000	3.00	0.00	38.22	0.00	0.00	38.22	06/30/2016
STAWK	206-000-706.000	0.00	8.00	101.92	0.00	0.00	101.92	06/15/2016
Employee Totals:		3.00	8.00	140.14	0.00	0.00	140.14	
10334 - REARDON, MICHELLE L								
MEETING	101-400-703.000	4.00	0.00	320.00	0.00	0.00	320.00	06/30/2016
SALARY	101-400-702.000	0.00	0.00	2,368.21	0.00	0.00	2,368.21	06/15/2016
SALARY	101-400-702.000	0.00	0.00	2,368.21	0.00	0.00	2,368.21	06/30/2016
Employee Totals:		4.00	0.00	5,056.42	0.00	0.00	5,056.42	
10321 - RITTENHOUSE, RANDY J								
OT	206-000-704.000	0.00	0.00	0.00	40.00	342.80	342.80	06/30/2016
RUNS	206-000-704.000	11.00	0.00	188.21	0.00	0.00	188.21	06/30/2016
SICK/PERS	206-000-704.000	0.00	12.00	205.32	0.00	0.00	205.32	06/30/2016
STAWK	206-000-704.000	0.00	193.00	3,302.23	0.00	0.00	3,302.23	06/15/2016
STAWK	206-000-704.000	0.00	111.00	1,899.21	0.00	0.00	1,899.21	06/30/2016
Employee Totals:		11.00	316.00	5,594.97	40.00	342.80	5,937.77	
10326 - ROSI, PENELOPE S								
MEETING	101-410-703.PLC	4.00	0.00	320.00	0.00	0.00	320.00	06/30/2016
MEETING	208-751-703.000	5.00	0.00	400.00	0.00	0.00	400.00	06/30/2016
SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63	06/15/2016
SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63	06/30/2016
Employee Totals:		9.00	0.00	1,169.26	0.00	0.00	1,169.26	
10329 - SARBBER, KYLE C								
STAWK	206-000-706.000	0.00	128.00	1,763.84	0.00	0.00	1,763.84	06/15/2016
STAWK	206-000-706.000	0.00	121.00	1,667.38	0.00	0.00	1,667.38	06/30/2016
Employee Totals:		0.00	249.00	3,431.22	0.00	0.00	3,431.22	
10332 - SCHOOLMASTER, CLAIRE E								
MEETING	101-420-702.000	2.00	0.00	160.00	0.00	0.00	160.00	06/30/2016
SALARY	101-420-702.000	0.00	0.00	1,451.34	0.00	0.00	1,451.34	06/15/2016
SALARY	101-420-702.000	0.00	0.00	1,341.20	0.00	0.00	1,341.20	06/30/2016
SICK/PERS	101-420-702.000	0.00	3.50	65.33	0.00	0.00	65.33	06/15/2016
VAC	101-420-702.000	0.00	9.40	175.47	0.00	0.00	175.47	06/30/2016
Employee Totals:		2.00	12.90	3,193.34	0.00	0.00	3,193.34	

For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s) : HOURLY, INS, MEETING, OT, RUNS, SALARY, SICK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	Ot Hours	Ot Gross	Gross	Check Date	
10331 - SCHULTZ, GINGER M	HOURLY	508-000-707.000	0.00	29.50	472.00	0.00	0.00	472.00	06/15/2016
	HOURLY	508-000-707.000	0.00	61.00	976.00	0.00	0.00	976.00	06/30/2016
	Employee Totals:		0.00	90.50	1,448.00	0.00	0.00	1,448.00	
10360 - SNOW, JOHN R	MEETING	101-430-703.ZBA	2.00	0.00	160.00	0.00	0.00	160.00	06/30/2016
	Employee Totals:		2.00	0.00	160.00	0.00	0.00	160.00	
	10365 - SOUTAR, BERNOL F	MEETING	101-430-703.ZBA	5.00	0.00	420.00	0.00	0.00	420.00
Employee Totals:		5.00	0.00	420.00	0.00	0.00	420.00		
10373 - STROM, BRENT J		OT	206-000-704.000	0.00	0.00	0.00	4.00	34.28	34.28
	RUNS	206-000-704.000	4.00	0.00	68.44	0.00	0.00	68.44	06/30/2016
	STAWK	206-000-704.000	0.00	152.00	2,600.72	0.00	0.00	2,600.72	06/15/2016
	STAWK	206-000-704.000	0.00	120.00	2,053.20	0.00	0.00	2,053.20	06/30/2016
	Employee Totals:		4.00	272.00	4,722.36	4.00	34.28	4,756.64	
	10374 - STROM, RYAN J	STAWK	206-000-706.000	0.00	12.00	165.36	0.00	0.00	165.36
Employee Totals:		0.00	12.00	165.36	0.00	0.00	165.36		
10417 - VANDER ROEST, LANDON C		STAWK	206-000-706.000	0.00	26.75	368.62	0.00	0.00	368.62
	Employee Totals:		0.00	26.75	368.62	0.00	0.00	368.62	
	10422 - VIDA, RICHARD	MEETING	101-430-703.ZBA	5.00	0.00	450.00	0.00	0.00	450.00
Employee Totals:		5.00	0.00	450.00	0.00	0.00	450.00		
10340 - WADDELL-SEROCKI, LAURA A		MEETING	101-410-703.PLC	11.00	0.00	880.00	0.00	0.00	880.00
	Employee Totals:		11.00	0.00	880.00	0.00	0.00	880.00	
	10428 - WALTERS, KATHRYN N	STAWK	206-000-706.000	0.00	45.50	626.99	0.00	0.00	626.99
Employee Totals:		0.00	45.50	626.99	0.00	0.00	626.99		

Employee Hours and Gross by GL Number Report
 For Check Dates 06/01/2016 to 06/30/2016

For Selected Pay Code(s): HOURLY, INS, MEETING, OT, RUNS, SALARY, STCK/PERS, STAWK, VAC

Pay Code ID	Distribution	Sup Hours	Reg Hours	Reg Gross	OT Hours	OT Gross	Gross	Check Date

10430	WEATHERHOLT, DAVID K							
	SALARY	101-253-702.000	0.00	0.00	1,845.42	0.00	0.00	1,845.42 06/15/2016
	SALARY	101-253-702.000	0.00	0.00	1,845.42	0.00	0.00	1,845.42 06/30/2016
	Employee Totals:		0.00	0.00	3,690.84	0.00	0.00	3,690.84

10439	WITKOP, WENDY L							
	MEETING	101-430-703.ZBA	5.00	0.00	400.00	0.00	0.00	400.00 06/30/2016
	SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63 06/15/2016
	SALARY	101-101-702.000	0.00	0.00	224.63	0.00	0.00	224.63 06/30/2016
	Employee Totals:		5.00	0.00	849.26	0.00	0.00	849.26

	Grand Totals:		113.50	2,065.70	72,301.81	72.00	617.04	72,918.85

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

Ph: 231.223.7322 Fax: 231.223.7117

www.peninsulatownship.com

Memorandum

July 6, 2016

To: Peninsula Township Board
From: Sally Akerley, Township Assessor
Subject: Special Assessment District (SAD)-Braemar Estates

A public hearing regarding the Old Mission Estates/Braemar Special Assessment District will be held at the regularly scheduled July 12th town board meeting. Notices of public hearing were properly circulated according to statute.

Township engineer, Brian Boles; Township assessor, Sally Akerley; Township treasurer, David Weatherholt to make presentation to the township board and residents regarding details of design, associated costs, costs per parcel, financing, etc.

From: The Treasurer's Office

7/06/2016

For public hearing at July 12th Town Board meeting

Re: Special Assessment Drainage District Braemar

Please find financial projections for the Braemar SAD:

Total estimated project cost:	\$186,000 (estimate from Gordie Frazier)
GTCRC share (15%):	-\$27,900
Peninsula Twp. Share (15%)	<u>-\$27,900</u>
Amount to be financed:	\$130,200
# Of Benefits (users):	46

I am proposing that Peninsula Township finance the Braemar Special Assessment District for Five (5) years at an interest rate of 1.5%.

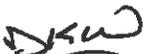
Average projected cost per benefit: \$2,935 (includes principal and interest)

Average projected yearly cost: \$587.00 (includes principal and interest)

Please note that all benefits will not be the same. Some will be above the average and some will be below the average. The actual cost of each benefit will be based on Acreage and impervious surface, etc.

Full or remaining benefit may be paid at any time during the 5 year financing period.

Billing will go out yearly on July 1st starting in 2017 and repeating though 2021.

David K. Weatherholt 

Peninsula Township Treasurer

TOWNSHIP OF PENINSULA
Resolution No. _____ of 2016

**RESOLUTION CREATING THE PENINSULA TOWNSHIP
BRAEMAR ESTATES STORM SEWER SPECIAL ASSESSMENT DISTRICT,
ORDERING CREATION OF SPECIAL ASSESSMENT ROLL,
AND SCHEDULING PUBLIC HEARING ON ASSESSMENT ROLL**

At a regular meeting of the Township Board for the Township of Peninsula, Grand Traverse County, Michigan, held in the Township Hall located at 13235 Center Road, Traverse City, Michigan, on the 12th day of July, 2016.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by

_____.

RESOLUTION

Recitals

WHEREAS, the Peninsula Township Board has determined that the estimated costs and expenses for construction, improvement and maintenance of a storm sewer will be \$ _____;

WHEREAS, the estimate of costs and expenses were filed with the Township Clerk for public examination and notices of a public hearing concerning the creation of a special assessment district were published and mailed in accordance with law and statute provided as shown by an affidavit pertaining thereto on file with the Township Clerk;

WHEREAS, in accordance with the aforesaid notices, a public hearing was held on July 12, 2016 commencing at 7:00 p.m. and all persons given the opportunity to be heard in the matter;

WHEREAS, as a result of the foregoing, the Peninsula Township Board believes it is in the best interest of the Township to create a special assessment district

consisting of the following identified properties (listed herein by property identification numbers and depicted in the attached map) for the purpose of raising funds for the construction, improvement and maintenance of a storm sewer;

WHEREAS, the Peninsula Township Board has determined that the costs for the construction, improvement and maintenance of a storm sewer should be assessed against all eligible real property within the special assessment district according to the benefits received, which the township board has determined is best expressed as [IDENTIFY FORMULA FOR SPREADING ASSESSMENTS] against each eligible parcel of land; and

WHEREAS, the township supervisor and assessor for the township will, in accordance with this resolution of the Peninsula Township Board and the laws and statutes pertinent thereto, prepare a special assessment roll in the total amount of \$ _____ covering all the parcels of land in the Braemar Estates Storm Sewer Special Assessment District, according to the relation of the benefit to each parcel of land to the total benefit to all parcels of land in such special assessment district and will affixed thereto his/her Certificate as required by this resolution.

Resolution

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

1. The Peninsula Township Board hereby approves the estimated costs and expenses for the construction, improvement and maintenance of a storm sewer in the amount of \$ _____.
2. The Peninsula Township Board does hereby create, determine and define as a special assessment district to be known as the Peninsula Township Braemar Estates Storm Sewer Special Assessment District consisting of the following identified properties :

11-005-000-10	11-005-000-50	11-005-000-75	11-005-002-00
11-005-021-10	11-132-007-00	11-132-007-20	11-132-008-00
11-132-008-10	11-132-008-20	11-440-014-00	11-440-015-00
11-440-016-00	11-440-017-00	11-440-018-00	11-440-025-00
11-440-029-00	11-440-030-00	11-440-031-00	11-440-033-00
11-440-034-00	11-440-035-50	11-440-036-00	11-440-037-00
11-440-038-00	11-577-001-00	11-577-007-00	11-577-008-00
11-577-009-00	11-577-010-00	11-577-011-00	11-577-012-00

11-577-013-00	11-577-014-00	11-577-016-00	11-577-017-00
11-577-018-00	11-577-019-00	11-577-020-00	11-577-021-00
11-577-022-00	11-577-023-00	11-577-024-00	11-577-025-00
11-577-900-00	11-577-901-00		

3. This Resolution is subject to obtaining all easements necessary to complete the construction of the storm sewer system.
4. The Peninsula Township Board does hereby determine that the existence of the Braemar Estates Storm Sewer Special Assessment District shall be maintained until all special assessments payable on the roll hereinafter described have been paid.
5. The Peninsula Township Board does hereby determine that the costs for the construction, improvement and maintenance of a storm sewer shall be assessed against all eligible real property within the Peninsula Township Braemar Estates Storm Sewer Special Assessment District according to benefits, which the township board hereby determines is best expressed as [IDENTIFY FORMULA FOR SPREADING ASSESSMENTS] against each eligible parcel of land.
6. On the basis of the foregoing, the Peninsula Township Board does hereby direct the supervisor and assessor to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land, which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the Peninsula Township Braemar Estates Storm Sewer Special Assessment District as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the supervisor shall affix thereto his certificate stating that it was made pursuant to this Resolution and that in making such assessment roll, he has, according to his best judgment, conformed in all respects to the directions contained in this Resolution and the applicable state statutes.

7. The assessment roll for the Braemar Estates Storm Sewer Special Assessment District shall be filed with the township clerk no later than _____, 2016, and shall be available for public examination during regular working hours of regular working days from that date until the public hearing on the assessment roll and shall further be examined at the public hearing.
8. The Peninsula Township Board shall hold a public hearing on _____, 2016 at the Peninsula Township Hall at 13235 Center Road, Grand Traverse County, Michigan commencing at _____ p.m. to review the special assessment roll and to hear any objections to the special assessment roll.
9. The township clerk, or his/her designee, shall cause notice of the public hearing and the filing of the special assessment roll to be published twice in a newspaper of general circulation in the township, prior to the date of the hearing, with the first publication being not less than ten (10) days prior to the hearing and shall further cause notice of the public hearing and the filing of the special assessment roll to be mailed by first class mail to all owners of or persons interested in property within the Braemar Estates Strom Sewer Special Assessment District as shown on the current township assessment roll also no less than ten (10) days prior to the public hearing, all in accordance with law and statute provided.
10. That all Resolutions and parts of Resolutions insofar as they conflict with the provisions of the within Resolutions be and the same are hereby rescinded.

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED.

TOWNSHIP OF PENINSULA

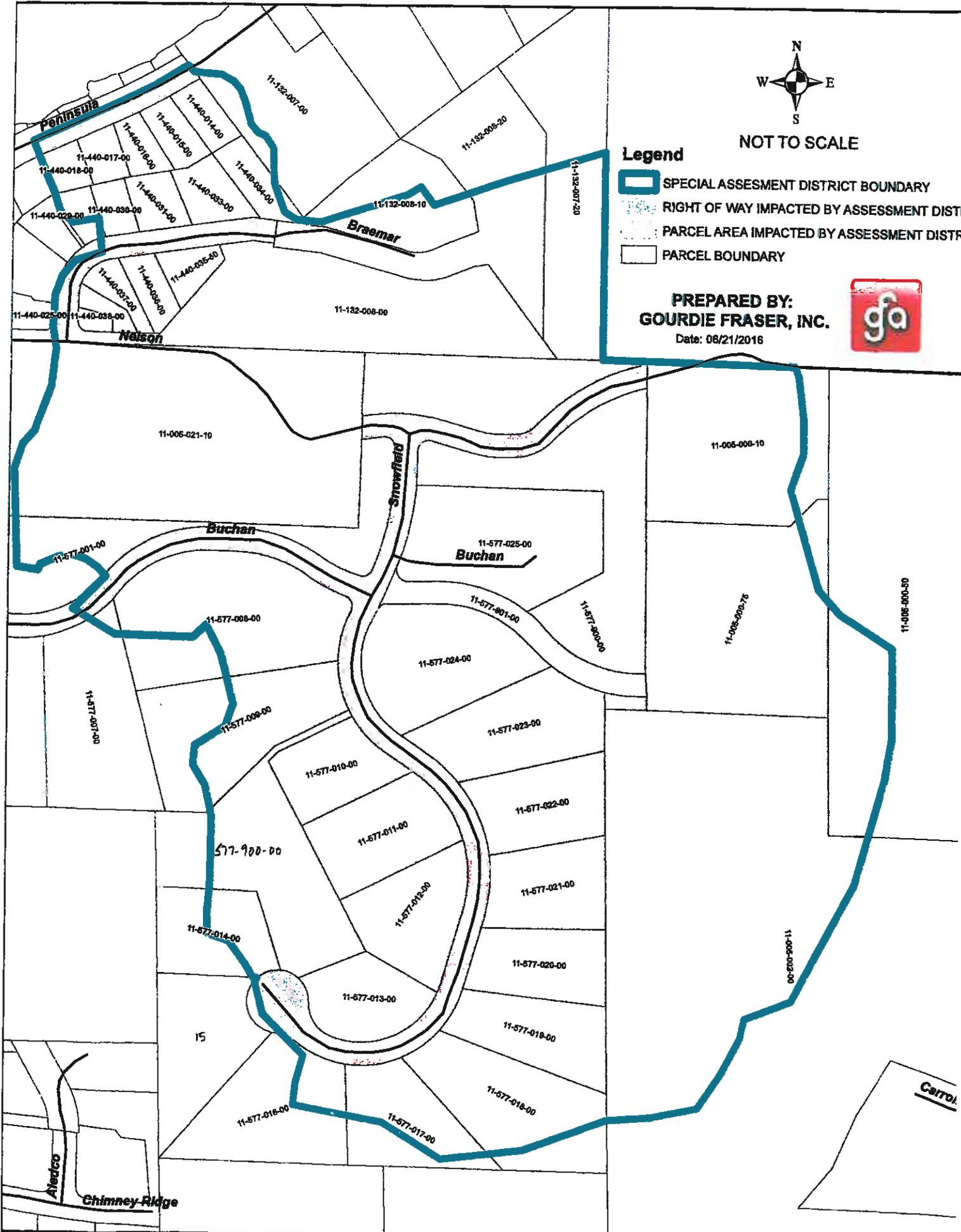
By: _____
Pete Correia, Supervisor

I, the undersigned, the Clerk of the Township of Peninsula, Grand Traverse County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Peninsula Township Board of said municipality at its

regular/special meeting held on July _____, 2016, relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____
Monica Hoffman, Clerk

OME BRAEMAR ASSESSMENT DISTRICT



2.5 Time of Regular Meetings

The time of the regular meetings will be 7:00 p.m. on both the 2nd and 4th Tuesday and ~~1:00 p.m. on the 4th Monday and~~ shall be stated in the regular schedule of meetings adopted under Rule 2.1, unless the township board by a vote of a majority of its entire membership specifies a different starting time. The township board shall not begin considering any matter on the agenda after 10:00 p.m. ~~at the 2nd Tuesday meeting and after 5:00 p.m. at the 4th Monday meeting,~~ except by unanimous consent of the members present. Matters on the agenda which have not been considered shall be placed on the agenda of the next regular meeting, or on the agenda of a special meeting, if one is called.

2.6 Change in Schedule

Change in the regular meeting schedule shall not be made except upon the approval of a majority of the entire township board. In the event the board shall meet and a quorum is not present, the board, with the approval of those present, may only adjourn the meeting to a later day and time provided that proper notice to members and the public is given.

3.0 PUBLIC NOTICE OF MEETINGS

The township clerk, or his/her designee, shall provide the proper notice for all meetings of the township board. All such notices shall comply with the Michigan Open Meetings Act and shall be posted in a conspicuous location at the township office building visible from the outdoors and include, but not necessarily be limited to, the following:

3.1 Regular Meetings

A notice shall be posted within ten (10) days after the first meeting of the township board in each calendar year indicating the date, time, and place of the board's regularly scheduled meetings.

3.2 Schedule Change

Whenever the township board changes its regular schedule of meetings, a notice of the change in the regular meeting schedule shall be posted within three (3) days following the meeting in which the change was made.

3.3 Special and Emergency Meetings

If a special meeting of the township board is scheduled under Rule 2.2 or an emergency meeting of the township board is scheduled under Rule 2.3, then notice of such meeting shall be posted immediately. With written consent of a member of the board, that member's notice may be made by email. In the absence of such written consent, notice shall be given personally to each member of the board, left at the member's usual place of residence, or otherwise delivered as authorized by law. No meeting, except emergency meetings, shall be held until notice of the meeting has been posted at least eighteen (18) hours in advance of the meeting.