

**Peninsula Township Board  
Special Meeting  
October 4, 2018  
3:00 pm  
Peninsula Town Hall  
Minutes**

1. **Call to Order** **Manigold** called the meeting to order at 3:00 pm
2. **Pledge**
3. **Roll Call** Present: **Manigold, Westphal, Bickle, Achorn, Sanger** Absent: **Wahl, Wunsch**
4. **Approve Agenda** **Bickle** moved to accept the agenda; **Sanger** seconded. **Passed unam**
5. **Conflict of Interest** **Sanger** asked to be recused on Item 6b. **Bickle** moved to reclude **Sanger** from that item on the agenda; **Achorn** seconded. Roll call **Passed unam**
6. **Business**
  - a. **Approve invoices and payroll register**

**Bickle** moved to approve invoices and payroll register; seconded by **Sanger**  
Roll Call **Passed unam**

- b. **Approve close out documents for Braemar Drive Special Assessment District (SAD), Westwind Roads SAD, Old Mission Estates SAD**

Hodges (Gordie Fraser Associates) presented the close out documents for the three Special Assessment Districts, and asked the Board if they had any questions.

The Board then proceeded to approve the close out of each district with a formal motion to accept the close-out documentation for each. The vote was as follows:

1. ***Braemar Road and Drain SAD***—**Bickle** moved to accept the close out documents for the Braemar Road and Drain Special Assessment District; second by **Achorn**.  
(Contract Amount: \$45,550.50; Bond Amount: \$22,775.25)  
Roll call **Passed unam**

**Bickle** moved to bring **Sanger** back from his recused state; seconded by **Manigold**.  
Roll call **Passed unam**

2. ***Westwind Road SAD***—**Bickle** moved to accept the close out documents for the Westwind Road SAD; seconded by **Sanger**.  
(Contract Amount: \$70,686.50; Bond Amount: \$35,343.25) Roll call **Passed unam**

3. ***Old Mission Estates SAD***—**Bickle** moved to accept the close out documents for the Old Mission Estates SAD; seconded by **Sanger**.  
(Contract Amount: \$189,803.50; Contract Amount: \$94,901.75)  
Roll call **Passed unam**

- c. **Approve changes to Flood Plain Ordinance recommended by DEQ before being sent to Grand Traverse County for adoption (Manigold)**

**Manigold** stated that the Resolution and Ordinance that was completed for the Flood Plain Ordinance for FEMA flood coverage had incorrect data provided by Township Planner Hayward when the resolution was sent to the clerk and subsequently approved by the Board on April 24, 2018. The DEQ recommended that it be changed before sending it to Grand Traverse County for adoption. FEMA requires that the correct regulated flood prone hazard areas be listed on the Resolution.

**Bickle** moved that the Resolution and ordinance be amended to reflect the correct regulated flood prone hazard areas in Peninsula Township for FEMA coverage through the county; seconded by **Achorn**.

Roll Call **Passed unam**

**d. Motion to establish the entire Town Board as the Township Personnel Committee**

In the August 14, 2018, Regular Town Board Meeting, **Manigold** advised the Board that he would like to dissolve the current Personnel Committee of Supervisor, Clerk, and Treasurer, and reconstitute the Personnel Committee to be the whole Town Board. He also asked to rescind any prior motions in the past that made the Personnel Committee composed of Supervisor, Treasurer and Clerk. [Editor's note: At the August 14, 2018, meeting the Board discussed the pros and cons of the decision. Westphal expressed her concern that by making the whole Board the Personnel Committee, that any decision requiring immediate attention would be cumbersome at best and impossible at worst due to the difficulty of getting all seven members together to make a decision. At the time, the Board appeared to be satisfied with that the in change role would work, but no motion was offered to formalize its new role.] **Manigold** asked the Town Board to formalize its new role as the Township Personnel Committee in this meeting.

**Sanger** moved to rescind the prior appointment of the Personnel Committee composed of Supervisor, Clerk, and Treasurer, and to replace it with the whole Town Board as the new Personnel Committee; second by **Bickle**. Roll call: **Sanger-Yes; Bickle-yes; Manigold-Yes; Westphal-No; Achorn-Yes**

Motion passes.

**e. Approve advertisement for clerk position**

**Manigold** asked the Board to approve the publication that will advertise the clerk's position. No discussion took place.

**Bickle** moved that the Board authorized the advertisement of the clerk's position; seconded by **Sanger**.

Roll call **Passed unam**

**f. Approve establishment of new subcommittee of Sanger, Achorn, and Wunsch to work on the Personnel Policy Handbook updates.**

**Manigold** asked the Board to create a new subcommittee of **Sanger, Achorn, and Wunsch** to work on the Personnel Policy Handbook update. **Achorn** asked whether it was appropriate to assign **Wunsch** to the committee since he was not present. There appeared no opposition to that action.

**Bickle** moved that the Board establish a new subcommittee of **Sanger, Achorn, and Wunsch** to work on the Personnel Policy Handbook; seconded by **Manigold**. Roll call **Passed unam**

**g. Authorize Manigold and Bickle to negotiate union contract with the Peninsula Fire Department**

**Manigold** asked to Board to approve **Manigold** and **Bickle** as representatives of the Township Board in the upcoming negotiations with the Peninsula Fire Department union contract. Steve Schwartz will represent the Township in the negotiations as well. No discussion took place.

**Achorn** moved to authorize **Manigold** and **Bickle** to negotiate union contract with the Peninsula Fire Department; **Sanger** seconded. Roll call **Passed**  
**unam**

**7. Citizen Comments**

**Dave Edmondson, 12414 Center Road**, reminded the Board that residents of the Peninsula should come first in all decisions affecting the Township. He also alerted the Board that there was a PDR compliance failure in the monitoring of at least one PDR property out here in recent years, and that property involves the Bonobo winery. The Oosterhouse purchase of 10 acres of a 20 acre PDR parcel owned by Kermit Campbell to meet the 50 acre requirement for a Winery Chateau with another 40 acre PDR parcel is illegal. Furthermore, the split to do this by Assessor, created a land-locked property of 10 acres with no access except over PDR land which was being leased by Oosterhouse from Edmondson at the time. Easements over PDR land to access a land-locked property is illegal according to the PDR contract language because it removes land from agricultural use. The Assessor was informed of this at the time the split was being made by land owner Dave Edmondson who had leased the land to the Oosterhouses; she proceeded with the split anyway. This was a breach of contract. Edmondson wanted the Board to know this, because it is a good example of why having an independent compliance review is absolutely necessary in protecting the residents investment in the PDR program. He finished by saying that it was a conflict of interest for **Achorn** to be on the Personnel Policy Committee because she is staff.

**8. Board Comments** None

**9. Adjournment**

**Manigold** asked the Board for a motion to adjourn. **Bickle** moved to adjourn the meeting; **Sanger** seconded. Voice vote-all ayes; no-nays. Meeting adjourned at 3:54 pm