

**Town Board Meeting
October 10, 2017, 7:00 pm
Township Hall
Regular Meeting Minutes**

1. **Call to Order** by Rob Manigold
2. **Pledge**
3. **Roll Call** Present: Manigold, Westphal, Bickle, Achorn, Wunsch, Sanders Absent: Wahl (excused)
4. **Approve Agenda**

There was a motion to approve the agenda by **Westphal**; second by **Sanders**. No discussion.

Passed Unam

5. **Brief Citizen Comments**

Manigold asked if the audience had any comments.

Jason Gilman, Grand Traverse Road Commission, reported that the state of the roads in Grand Traverse County has improved significantly over the same standards used to evaluate the last few years of road conditions. This upcoming year, the County Road Commission hopes to shift their emphasis on road evaluation/improvement to fleet improvement. Many of the snowplows and other pieces of equipment used to maintain roads, need updating and/or replacement. 2018 will focus on this need for the County. Several road Improvement projects on the Peninsula will be delayed until 2018, due to the high bids returned on the Special Assessment Districts. Logan's Landing is one of these projects. Right now the demand for construction equipment and labor is very high, forcing the bids higher than anticipated. The County wants to wait until spring, 2018, to revisit the bidding contracts on several SAD's because it is anticipated that the bids will be lower at that time of year. Issues surrounding road right of ways for utility corridor expansion is being discussed in Lansing, and using the road right of way could have a significant impact on road expansion in the future. The Road Commission has its monthly meeting tomorrow night at 6:00 pm. We will be discussing the annual budget; everyone is welcome.

Nancy Heller, 3091 Blue Water Road, observed that the correspondence from Jim Cook, Grand Traverse County Road Commission, concerning the abandonment of the Swaney Road proposed gravel improvement project partnership was disappointing, especially when considering the amount of money spent on Bluff Road. She also requested that the salaries of all employees of the Township be included in the invoice list in the future. **Westphal** asked what specific information she wanted on salaries. She said she want information on anyone who is earning anything, including how much is going out of the Township on specific employees on a line item basis.

Brent Strom, Peninsula Fire Department, announced the success of the "2017 Fill the Boot" campaign, which netted \$14,000 for the muscular dystrophy foundation.

6. **Conflict of Interest** None
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.

Westphal asked **Manigold** to go through each item on the consent agenda, since quite a few had either new information or some sort of change associated with them since posting them in the packet.

1. Town Board Meeting Minutes Approval—September 12, 2017 regular meeting, September 18, 2017 special meeting.

Westphal asked Trustee Wunsch if the short-term rentals would be considered at a public meeting that was discussed at the last Town Board meeting? If so, when? **Wunsch** said that the Planning Commission was planning to schedule its first public meeting later in the month. **Westphal** asked if the Planning Commission is considering any of Ms. Stephen's suggested steps to discourage short-term rentals (as presented at the last Town Board meeting--i.e. daily citations, escalating fines, etc.) **Wunsch** said that the Planning Department is looking at these proposals. **Westphal** asked if anyone in the Planning Department is following up on the suggestion that the website post the specifics of the short-term rental ordinance, including fines and citations. **Wunsch** said not that he new of.

Westphal also requested that the September 18 minutes be removed because several Board members indicated that the "closed session" part of the meeting was incomplete in outlining what transpired. The Board agreed to remove those minutes from approval, and Westphal will revisit the CD of the meeting to see what additional information should be included. She recommended that the September 18 minutes be removed from the agenda. **Manigold** agreed to do this.

2. Reports and announcements (as provided in packet)

- A. Officers

Westphal asked about the deficit in the Light House fund, why it exists and how will it be rectified. Bickle responded that an arrangement with the Park Commission would allow them to transfer some of the revenues from the Lighthouse Gift shop to the Lighthouse general fund to cover the deficit.

Westphal also asked the Treasurer if any additional fund raising activities have occurred among the Bluff Road residents to defray some of the expenses related to the road commission cutting activities as promised during the initial effort to stop the tree removal. Bickle said only the initial effort of slightly over \$700 was raised.

- B. Staff

Westphal discussed the data collecting efforts of the PDR contractors, and encouraged the Town Board to provide additional direction for the effort by going through the items on the inventory form. Encouraging the completion of the form in a full and accurate assessment would serve as an important baseline data set that insures that the PDR program is fulfilling its mission to the residents who have funded it.

3. Correspondence (as provided in packet)
4. Edit list of Invoices (recommend approval)
5. Authorize Township Treasurer to send out proposal for Snow Removal bids affecting Township property. **Bickle** asked that the call for bid identify Monday, November 6, at 4:30 pm as the deadline time and date for submittal of the bids to the Clerk's office. At that time, the Clerk and Treasurer will open the bids, record them, and submit them to the Board to award the contract.

A motion to accept the consent agenda as amended above was moved by **Westphal** and seconded by **Wunsch**. Roll call vote. **Passed Unam**

8. Business

1. Review bids for improvements relating to compactor station (as outlined in Packet).

Jennifer Hodges, civil engineer for Gordie Fraser Associates, presented the process and outcome of a request for proposal relating to the Compactor Station-Concrete Pad Addition for Peninsula Township. Three companies bid on the project which included five types of activity at the site—mobilization, site grading, sand sub base, concrete pad 7", and restoration. The low bidder was Elmer's with a bid of \$38,957.50. Jennifer suggested that the total amount for the project should be listed at \$40,000 to include fieldwork by Gordie Fraser Associates who will oversee the project.

Manigold asked the Board to approve the project and award the bid to Elmer's. **Sanders** moved; **Westphal** seconded. Roll call vote. **Passed Unam**

Manigold then asked the Board to authorize the Treasurer's office to make use of enterprise funds as deemed applicable to the project. **Bickle** suggested that a small contingency be added to the winning bid to bring the expenditure up to \$40,000. This would cover any field inspection by Gordie Fraser Associates who will be overseeing the work. The amended motion to include the contingency funds was made by **Sanders** and seconded by **Wunsch**. Roll call.

Passed Unam

9. **Citizen Comments** None.

10. **Board Comments** None.

11. **Adjournment** The meeting adjourned at 7:41 pm.