

PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

www.peninsulatownship.com

Township Board Special Meeting Minutes DRAFT

Wednesday, March 11, 2020, 7:00 p.m.

Township Hall

1. **Call to Order:** 7:00 p.m. by Supervisor Manigold
 2. **Pledge**
 3. **Roll Call:** Present: Sanger, Bickle, Manigold, Chown, Achorn, Wunsch; Excused: Wahl;
 4. **Brief Citizen Comments:** (for agenda items only)
 - Eric Dreier, 12434 Peninsula Drive, Peninsula Township Parks Committee member:**
Gave a brief update from the parks committee. Three vendors have visited all three parks and have received some proposals. The committee recommends that the playground equipment at Haserot Beach be the first consideration. There is a donation of time for removing the playground equipment and a monetary donation from the Glysson family to pay for it. The itemized cost of options will be prepared. When the final proposals are received, is the preference for a completely itemized list for discussion purposes or a narrowed down list?
Bickle: The options can be presented as good, better, and best.
Manigold: With the options, a public hearing can be held for the playground equipment.
Sanger: The condition of the existing equipment should be considered; input is needed to determine the condition, then put together the time line and the cost.
Meihn: A complete package of all the options should come to the board from the parks committee.
Drier: A licensed county parks and recreation employee, with knowledge of the equipment, will come out to evaluate.
 - Dave Murphy, 6943 E. Shore Drive, Peninsula Township Parks Committee member:**
Presented information from the parks committee on tree planting, fences, fecal matter, and financing in the township parks but focusing on Pelizzari. The GTRLC gives assistance, and part of the grants can be combined with volunteer hours. Consumers Power has caused damage and fences need to be installed. Pelizzari is a heavily used park, and as a result, the dog waste problem needs to be addressed. It may be a possible project for a scout group. The parks committee is asking for \$300-\$400 for signage.
Meihn: Consumers has asked for a dollar amount to repair the damage at Pelizzari. The parks committee should submit a report to allow money for signage.
 - Board discussion of the dog waste problem at Pelizzari, Bowers Harbor Park, and the urgency for cleanup, signage, and the cost at Pelizzari.**
Moved by Bickle that the board approve, under the new budget for the parks, \$500 to address the fecal matter and appropriate signage, seconded by Wunsch.
- Roll call:** Passed unan

Murphy: The parks committee is wrestling with millage language for Pelizzari and how funds can be utilized.

Bickle: It is a restrictive fund, only for Pelizzari.

5. **Approve Agenda:**

Manigold: Added number nine to the agenda: the assessment management letter for the county DPW water system.

Moved by Wunsch to approve agenda, as amended, seconded by Bickle.

Roll call:

Passed unan

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

1. Invoices (recommend approval)

2. Reports

A. Peninsula Community Library for February 2020

B. Peninsula Township Fire Department for February 2020

C. Grand Traverse Sheriff's Office Citation, Accident, & Arrest Statistics for February 2020

D. Grand Traverse County Sheriff Daily Officer Summary and Daily Count for February 2020

E. Peninsula Township Ordinance Enforcement Summary for February 2020

3. Request to hold Log Cabin Day on June 28, 2020, with corresponding special events application and sign request (recommend approval)

4. Minutes from January 28, 2020, township board special meeting, February 20, 2020, township board budget study session, February 25, 2020, election commission meeting, and February 27, 2020, township board special meeting (recommend approval)

5. Correspondence from Shelly Houchins

Sanger: Correction to the minutes for February 27, 2020 meeting. Should read, "The radar guns in the patrol cars have two receivers and produce a narrow beam," in place of "These radar guns have two receivers and produce a narrow beam."

Moved by Bickle to approve the consent agenda as amended, seconded by Wunsch.

Roll call:

Passed unan

8. Business:

1. Approve the lateral agreement for Vineyard Ridge (Hodges)

Manigold: The document has been approved by township council. For the Vineyard Ridge development, Mr. Smith, the developer, was required to put in water; water was available. He ran the sewer lines from the city to his development. The lateral agreement, which is done at the county DPW, assures it is a good price and how many will benefit from it. Those

residences along the road to the development can now access the sewer lines. If they do so, they will pay the developer at the county DPW at the time of hook-up. This is the resolution that allows that, and it outlines what the residences will be paying.

Moved by Wunsch to approve the lateral agreement, to be signed by the township supervisor, for Vineyard Ridge, seconded by Sanger.

Roll call:

Passed unan

2. Public hearing on permit application for the Traverse City Triathlon to be held July 26, 2020

Supervisor Manigold closed the regular meeting and opened the public hearing.

Tricia Davies, Assistant Race Director, Endurance Evolution: This is the twelfth year for the race; there are no changes from last year. The swim begins at 8:00 a.m., and the bikes will be off the road at approximately 11:00 a.m. The major impact of the race will end around 11:00 a.m.

Supervisor Manigold closed the public hearing and opened the regular meeting.

Bickle: What was the number of participants last year?

Davies: 380 participants.

Moved by Sanger, in accordance with the large events ordinance, to approve the permit application for the Traverse City Triathlon to be held July 26, 2020, seconded by Chown.

Roll call:

Passed unan

3. Public hearing on permit application for the Meijer Festival of Races (Cherry Festival) to be held July 11, 2020

Supervisor Manigold closed the regular meeting and opened the public hearing.

Bickle: What is the number of participants?

Garrett Boursaw, 2155 Winter Ridge, Traverse City: 820 participants.

Bickle: The township receives one dollar for each registered participant.

Chown: How many years has the Meijer Festival of Races taken place?

Boursaw: More than thirty years.

Sanger: This is the second year we have utilized the sheriff's department for traffic control.

Moved by Sanger, according to the requirements of the large events ordinance, to approve the permit application for the Meijer Festival of Races (Cherry Festival) to be held July 11, 2020, seconded by Bickle.

Roll call:

Passed unan

4. Second public hearing for the Peninsula Township Fire Department Special Assessment District for fiscal year 2020–2021, requesting up to two mils for maintenance, equipment purchases, building upgrades, and operation of the department (Gilstorff)

Supervisor Manigold closed the regular meeting and opened the public hearing.

Supervisor Manigold closed the public hearing and opened the regular meeting.

Moved by Bickle to approve the as-presented 2020-2021 fire budget as drafted and presented, seconded by Chown.

Roll call:

Passed unan

5. Public hearing on the proposed township general fund and special funds budget for fiscal year 2020–2021

Supervisor Manigold closed the regular meeting and opened the public hearing.

Manigold: The budget has been on the website since February 27, 2020. We will take public comment tonight, and on the last day of our fiscal year, March 31, 2020, we will meet and pay bills up to that date. Then, there are a series of resolutions that will follow. The final vote will be on March 31, 2020.

Supervisor Manigold closed the public hearing and opened the regular meeting.

Manigold: invited the public to review the budget.

Bickle: thanked Paula Kelly for her work on the budget.

6. Purchase of Host Compliance software to monitor short-term rentals (Deeren and Sanger)

Sanger: Host Compliance is a technical services company to help with the management regarding short-term rentals; reports can be accessed over the internet regarding short-term rental advertising in the township. They have partnered with nine jurisdictions in Michigan. Specifically, there is a twelve-month agreement with three services offered. The first is the monitoring of forty websites to determine short-term rental advertising, with weekly reports given. Second, the location is provided via pictures (often the home is not shown). Finally, the third service is that a hotline is available for concerned citizens to call and comment on short-term rentals; the township will receive documentation of the call.

Meihn: Has reviewed the contract for the services offered. First, reviewed the contractual agreement for the services described. Second, ensured appropriate requirements by the vendor, how the services are delivered, and how we have access to them. Third, ensured that there is an out if we are not satisfied, with a thirty-day notice. The contract would be for one year and would not renew automatically.

Board discussion of the state of short-term rentals in the township, enforcement actions, issues, and the cost.

Sanger: The cost is \$4,146.00, on page ten.

Meihn: Consider tabling the purchase to reach out to other townships that have used Host Compliance software.

Wunsch: will present a motion to table; how will the township use the information collected?

Board discussion of the use of the information and how to pursue enforcement, compliance, the current difficulty of documentation, and how to ensure equal treatment for everyone in the township.

Bickle: Is Lansing working on legislation to override our ordinances?

Meihn: This legislation by the state may override the township ordinance; it will be determined in April. A presentation will be coming to share the information on the new legislation.

Moved by Wunsch to table the purchase of Host Compliance software to monitor short-term rentals until March 31, 2020, seconded by Bickle. Passed unan

7. Selection of Auditing Firm (Bickle)

Bickle: Three firms replied for the request for bids: Maner Coserisan, Rehmann, and Tobin and Company. All three are equally qualified. Tobin and Company came in with a bid of \$9,750.00.

Moved by Bickle to select Tobin and Company to perform the township audits for the next four years with a two-year extension, seconded by Wunsch.

Roll call: Passed unan

8. Authorize up to \$1,500 to hire Jay Zrimec and Bob Wick to consult with the township board on fundraising for special projects

Bickle: Zrimec and Wick can coordinate and facilitate fundraising for the township for the projects such as the fire station, the parks, and the cemeteries.

Sanger: We are in the process of transferred wealth from one generation to the next, and this is important to consider. It would be a feasibility study to meet with them.

Board discussion of the reasons to use the consultants for fundraising for various projects, on dealing with donors, and the importance of making the public aware of the meeting with Zrimec and Wick.

Kelly: In which budget year will this expenditure fall?

Bickle: 2020–2021

Moved by Wunsch to authorize up to \$1,500.00 to hire Jay Zrimec and Bob Wick to consult with the township board on fundraising for special projects, seconded by Chown.

Roll call: Passed unan

9. Resolution of Grand Traverse County DPW

Manigold: Met with John Divozzo in regards to the agreement with the DPW. The asset management plan was for Peninsula, East Bay, and Garfield townships. The plan has been presented, was reviewed by our engineer, and will be sent into the state. The requirement is that board approval is needed for this ongoing document at DPW.

Bickle: The meeting was lengthy. Measures were taken to make sure we are on track, and many budgeting questions were answered.

Moved by Wunsch to allow the supervisor to sign the DPW asset management plan, seconded by Bickle.

Roll call: Passed unan

9. **Citizen Comments:**

Curt Peterson, 1356 Buchan Drive: Stated that it is wise to delay the decision on hiring Host Compliance; more information is needed.

10. **Board Comments:**

Manigold: A public hearing on short-term rentals should be held at a regular meeting. Louis Santucci submitted an email letter opposing hiring Host Compliance.

Board discussion about gathering more information about Host Compliance, the issues around monitoring websites for short-term rentals, and holding a public hearing.

Manigold: A motion is needed to rescind tabling the purchase of Host Compliance software to monitor short-term rentals until March 31, 2020, and plan a public hearing.

Moved by Wunsch to amend the previous motion to table the purchase of Host Compliance software to March 31, 2020, to a motion to move the subject to a public hearing on April 14, 2020, seconded by Bickle.

Roll call:

Passed unan

Meihn: A protocol for COVID-19 response has come in from the county health department; the township will follow this protocol. If someone from the public or an employee comes in sick, they can respectfully be removed. For family leave to begin, the employee will need to have run out of vacation or paid time off. Everyone needs to be aware of the protocol and their rights. Also, the short-term rental presentation is coming up and information will be provided. Finally, the title company is working on a closing date for the Switzer property.

Manigold: It is time for the board to take action on the M-37 issue, where MDOT is trying to give the road to the county. Funding sources will be lost. Asked the board to give approval for Attorney Meihn to send a letter to begin legal action.

Meihn: A letter will be sent, and I will follow up in ten days, with action.

Bickle: It is important to ask questions of the road commission. For example, in taxes we collect \$700,000.00 and year to date (through FOIA), only \$144,000.00 has been spent on Old Mission Peninsula. Concerned about what will happen when they take over. We are collecting taxes, and the record shows that they are only spending a portion of the money. One can be concerned that it will not be applied to M-37, as defined by MDOT.

Board discussion of the state of Peninsula Township roads and results of meeting with the road commission.

Manigold: Fifty-one places were mapped for problems with erosion and a tour was taken. Today, the governor gave a grant for \$1.5 million to Old Mission Road, and there is no idea what this is for. If M-37 is turned over to the road commission, we will not be eligible for grants for paved shoulders, the scenic turn-out money, or corridor studies. The money will not be spent in Peninsula Township; it could be spent in other townships.

Sanger: The other issue is the downgrade from a state trunk line road to a county road. The township is eighteen miles long; the rest are six by six. Our main trunk road is a state highway. What is the basis to downgrade to a county road?

Peninsula Township
Township Board Special Meeting
March 11, 2020
Beth Chan, Recording Secretary

Bickle: The agricultural community is concerned and will be impacted.

Meihn: The cost of the lawsuit is in the attorney retainer.

Moved by Manigold to authorize the attorney to start legal action to stop the turnover of M-37, seconded by Wunsch.

Roll call: **Passed unan**

Chown: Thanked the township fire department and Fred Gilstorff for their help on Election Day.

Sanger: Thanked the clerk for her work on the election.

11. **Adjournment:**

Moved by Bickle to adjourn, seconded by Sanger. **Passed unan**

Adjourned at 8:24 p.m.