

# PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

[www.peninsulatownship.com](http://www.peninsulatownship.com)

**Township Board Regular Meeting**

**December 10, 2019, 7:00 p.m.**

**Township Hall**

**Meeting Minutes**

1. **Call to Order**: By Supervisor Manigold at 7:00 p.m.
2. **Pledge**
3. **Roll Call**: Present: Sanger, Bickle, Manigold, Chown, Achorn  
Excused: Wahl, Wunsch,
4. **Brief Citizen Comments (for agenda items only)**: None
5. **Approve Agenda**:  
**Moved by Bickle to approve agenda, seconded by Sanger** **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 Township Fire Department for November 2019
    - B. Peninsula Township Ordinance Enforcement through November 2019
    - C. Treasurer's Cash Report by Fund for November 2019
    - D. Peter Dougherty Society Accomplishments in 2019 and Objectives in 2020
    - E. Mission Point Lighthouse for November 2019
  3. Correspondence:
    - A. Curt Peterson
    - B. Joanne Westphal
    - C. Packet of material documenting problems and protesting MDOT's plan to turn M-37 over to the Grand Traverse County Road Commission sent on December 3, 2019, to Grand Traverse County Road Commission Manager Brad Kluczynski, Representative Larry Inman, Senator Wayne Schmidt, Grand Traverse County Administrator Nate Alger, County Commissioner Ron Clouse, County Commissioner Betsy Coffia, County Commissioner Brad Jewett, County Commissioner Rob Hentschel, MDOT Supervisor Melissa Carswell, MDOT Traffic Information Planner Kevin Krzeminski, and MDOT Traffic Information Planner Edward Potter
  4. Minutes from November 19, 2019, township board special meeting (recommend approval)
  5. Reappointment of Isaiah Wunsch as township board representative to the planning commission and Warren Wahl as township board representative to the ZBA with terms to end December 31, 2020**Moved by Achorn to approve consent agenda, seconded by Bickle.**  
**Roll call:** **passed unan**

## 8. **Business**:

1. Public hearing on proposed fire station three (Mielnik)

**Manigold closed regular meeting and opened public hearing.**

**Mielnik:** Tonight is the public hearing for Fire Station #3, SUP #133. The findings of fact and conclusions are found in your packet with a number of conditions.

**Manigold:** invited public comment. [There was none.]

**Manigold closed public hearing and opened regular meeting.**

**Mielnik:** There are two categories of approval conditions and safeguards. The first is the continued compliance with the Grand Traverse [County] Road Commission, Grand Traverse County Drain Commission, The Grand Traverse County Environmental Health, and the construction code office. The second condition is the full implementation of the colored landscaping plan shown on Sheet C3.0 (Exhibit 1B) by the end of the calendar year 2021.

**Moved by Chown to approve SUP #133 as described in the attached findings of fact and conclusions and the two conditions described therein; these conditions include compliance with related regulatory measures associated with the drain commission, road commission, environmental health, and construction code and full implementation of the landscaping plan shown on drawing C3 by the end of 2021, seconded by Sanger.**

**Roll Call:**

**passed unan**

**Manigold:** The next step is a study session with Jennifer Hodges, our engineer of record for the township; she has given us the contract. It was the determination of our study session to go with the proposal. Gourdie-Fraser will perform the project design services on a lump sum basis with the following budgets not to be exceeded without prior authorization. Mileage and reproductions (blueprint and photocopy) are not considered to be additional reimbursable expenses and are included in the proposal. The proposal, which we decided in favor of in our study session, was the proposal not to exceed \$83,700.00.

**Bickle:** During the study session, we looked at two different options: design/bid/ build or design/build. We would turn over to a third party the bidding, variances, and subs.

Gourdie-Fraser knows the ordinances and requirements of our township. They will monitor the project from start to finish and make us aware of any changes. This is the better choice.

**Moved by Bickle to approve the Gourdie-Fraser contract for Station Three, seconded by Sanger.**

**Roll Call:**

**passed unan**

**Manigold:** introduced Deputy France, Peninsula Township's Community Police Officer.

**Bickle:** His presence on the peninsula is appreciated and will help with the health and safety of the residents.

2. Results of community survey (Mielnik and John Cavanagh of Epic-MRA)

**Mielnik:** In the spring, we received proposals to develop a community survey. The last survey was done in 2006 for the 2008 master plan. Epic-MRA was hired. They have more than 30 years of experience. The master plan steering committee met to come up with a list of questions; some were from 2006. They looked at questions that were no longer relevant and came up with some new questions without bias. An online and telephone survey was conducted. Tonight is a presentation of some of the top level results. Tomorrow at 6:00 p.m., more results will be shared at the master plan steering committee meeting.

**John Cavanagh, Epic-MRA:** Explained the questionnaire survey instrument and methodologies. Gave a presentation on survey results and answered questions from the board.

**Manigold:** This survey can be found on the planning commission pages of the township's website under "Summary of the Community Survey Results."

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**Mielnik:** There was an effort to maximize the survey questions to get the most information.

3. Proposal for architectural design work from Sanders & Czapski Associates for multiple projects at Mission Point Lighthouse (Chris Rieser, Old Mission Peninsula Historical Society representative on the Peninsula Township Lighthouse Committee)

**Chris Rieser, 1087 Lochmore Lane:** Is representing the Old Mission Historical Society and the connection with township staff forming the lighthouse committee. The process started with the donation of money for shutters for the lighthouse from the Friends of the Lighthouse. Has attended meetings with Laura Johnson and John Scarbrough, which were rewarding and served to clarify the roles and the joint interest in the lighthouse. The historical society is also interested in a handicapped accessible viewing area and kiosk. Also a handicapped accessible museum entrance to the education building next to the keeper's house and a ramp to the beach. The goal is to rehab as much as possible for the 150<sup>th</sup> anniversary on Sept 10, 2020. Also, they have talked about expanding other activities the historical society is involved in and incorporating them into the 150<sup>th</sup> anniversary.

**Achorn:** This contract is for project management. They will be going through the design, vetting the contractors, and following up with construction review. It is in three parts: the construction drawing and specifications is \$8,700.00, the bidding phase services is \$2,200.00, and the construction phase services is \$4,000.00. The committee thought it is best to have professional oversight for the entire project to keep it historically accurate.

**Chown:** Sanders and Czapski's specialty is historic lighthouses.

**Rieser:** they are familiar with our lighthouse

**Moved by Achorn to accept the contract in full for \$14,900.00 for the entire services of Sanders and Czapski and to approve the contract as presented, seconded by Chown.**

**Roll call:** passed unan

**Manigold:** An update: work has also been done on the Veterans [Memorial] turnout, the posts are put in, and work is getting done on that project.

4. Requested name change for the 81 development (Akerley)

**Manigold:** Kyle O'Grady has submitted a request for the name of Snug Harbour Court to be changed to Shoreline Court and for Double Eagle Drive to be changed to Waters Edge Drive. Approved by assessor and county equalization.

**Moved by Sanger to approve the request by Kyle O'Grady to change the name of Snug Harbour Court to Shoreline Court and to change the name of Double Eagle Court to Waters Edge Drive in the 81 Development, seconded by Bickle.**

**Roll call:** passed unan

5. IT update (Sanger)

**Sanger:** Explained the township's current IT status and recent request for bids.

Board conversation about the two bids that were received.

### **9. Citizen Comments:**

**Nancy Heller, 3091 Bluewater Road:** Looking at the \$87,000.00 and the \$14,900.00 spending, where is this money coming from?

**Manigold:** Our intent with the fire station is not to use millage and instead use enterprise funds. The money is in the bank for the lighthouse, made from the gift shop and admissions.

**Heller:** Prior or current?

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**Paula Kelly:** Cash in the bank.

#### **10. Board Comments:**

**Manigold:** Met with Besty Coffia this morning in regards to the township's opposition to MDOT giving M-37 to the GTCRC. With MDOT, we can go for grants to get studies on non-motorized traffic or corridor studies; we would not have that with GTCRC. Also, there is concern about the high erosion on our shoreline on Peninsula Drive, Bluff, and possibly on Center Road. Also, they have done clear cuts; for example, on Bluff. There are barrels on Bluff; the road is going into the water. Another point, and there is a need to move quickly, our sewer and water lines are 35 feet down. The sewer line is along Peninsula Drive and our pressure system is under East Shore Drive. At the board of public works last week, they are getting infiltration in Acme. Public water comes out of East Bay. There is a need to be proactive to stabilize the shoreline. Our comment to MDOT is that they didn't have all the information they needed to make a decision. One piece of information is that our lighthouse and Old Mission State Park are well attended.

**Bickle:** Gordon has done a good job putting a detailed packet together and sending it out to numerous agencies and officials. We need to pursue this subject with MDOT and our agencies and elected officials.

**Manigold:** We might lose sheds and houses into the water. In 1986, we lost part of a road on the peninsula. We need to be prepared to avoid worst case scenarios with our roads. The county indicated we would need to have special assessments for our roads if the county takes on M-37.

**Chown:** MDOT needs to maintain control of M-37.

**Hodges:** The census may bring up the area to metropolitan status and will bring in additional funds if it stays under MDOT's jurisdiction.

**Chown:** When you are going to present to the county?

**Bickle:** We are waiting to hear from MDOT as to whether they have declined or will further consider our request. The county will be more receptive based on MDOT's response.

**Sanger:** The zoning office was notified that on East Shore, there was tree cutting. It involved 160 feet of East Bay shoreline. Fifty feet had been clear cut. The zoning ordinance is 30% clear cut in the vegetation strip, 35 feet from the water line. This gave the owner the right to clear 50 feet. More people want an unobstructed view of the bay. There is a need to look at the zoning ordinance for the vegetation strip.

Board discussion of shoreline damage on the peninsula and in the surrounding area. Discussion of whether, if a house were destroyed, a permit would be issued to build it again.

**Mielnik:** The challenge is when reviewing a set of new plans, you can look at trees, but for existing land and dwellings, there is normally not a land use permit for removal of trees. That is where the gap exists.

Board discussed tree removal and ordinances with references to the waterfront. Conveyed that this is an educational topic.

#### **11. Adjournment:**

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

Meeting adjourned at 8:40 p.m.