

**WEST TRAVERSE TOWNSHIP
REGULAR BOARD MEETING
AUGUST 9, 2011**

Supervisor Sandford called the meeting to order at 7:00 p.m.

Roll Call: Hollingsworth, Baker, Sandford, Fisher.

Absent: Bartlett.

Visitors: John Riggs, Jerry Lauer, Sam DeCamp, Debra Monroe, Raymond Ford, Patricia Bernstein, Rob Monroe, Alford LaCount, Eve Lauer, Sue Matsko.

Approve Agenda & Additional Items: An additional item was added under Unfinished Business: Discuss & adopt audit for FYE 3-31-11.

Public Comments: None.

Approve Meeting Minutes: **Hollingsworth made a motion to approve the meeting minutes of July 12, 2011 with one correction: correct the spelling of Bo Trufant's last name under Visitors. Baker seconded the motion.**

Vote: All yes.

Correspondence: Correspondence was reviewed.

Continue Consideration of a Special Use Permit for a Private Recreation Area at 5473 S. Lake Shore Dr.:

Hollingsworth made a motion to un-table the consideration of the special use permit for a private recreation area at 5473 S. Lake Shore Dr. Baker seconded the motion.

Vote: All yes.

Fisher made a motion to go into a closed session with legal counsel and the West Traverse Township Board at 7:06 p.m. Baker seconded the motion.

Roll Call Vote: Fisher – yes, Hollingsworth – yes, Sandford – yes, Baker – yes.

Hollingsworth made a motion to return to the open meeting at 7:22 p.m. Baker seconded the motion.

Vote: All yes.

The Board agreed that the Planning Commission was correct in requiring a Special Use Permit for this application for a recreational area. There are standards that must be met in order for a Special Use Permit to be approved. The Planning Commission felt that not all of the standards were met with this application.

Proposed: August 9, 2011

Approved: September 13, 2011 with one change on Page 2. Under Recreation/Thorne Swift, change Halloween trail to Halloween haunted woods.

Baker made a motion to accept the Planning Commission's determination in its review of the eight (8) standards. Sandford seconded the motion.

Roll Call Vote: Sandford – yes, Hollingsworth – no, Fisher – yes, Baker – yes.

Sandford made a motion that the Special Use Permit be denied. Baker seconded the motion.

Roll Call Vote: Fisher – yes, Hollingsworth – yes, Sandford – yes, Baker – yes.

Sam DeCamp asked the Township Board to look at the Special Use Permit ordinance in relation to how it is used for private as opposed to commercial use. He felt that it was worded more toward commercial enterprises, not private uses.

Clerk's Report: Fisher stated that the payment has been made to the HSADL for the Township's annual share of that budget.

Treasurer's Report: All delinquent personal property taxes have been paid. There are three (3) delinquent sewer bills at this time.

Planning Commission Report: There has not been a Planning Commission meeting since the last Board meeting. They will be continuing to discuss the Home Office, Home Occupation, Home Based Business, Signs and Day Care ordinances.

Recreation/Thorne Swift Committee: There will not be a Halloween ~~trail~~ *haunted woods* at Thorne Swift this year.

Thorne Swift: John Riggs reported that the numbers at Thorne Swift have continued to be higher this year. He has sold 12 Thorne Swift t-shirts so far.

Supervisor's Report: The survey of the Township's water system was completed and there were no problems found.

Road Projects: **Baker made a motion to approve spending \$20,330 to re-surface Cemetery Rd. from Lake St. to Cottontail Lane. Fisher seconded the motion.**

Vote: All yes.

The Board received the latest inclinometer readings for Lower Shore Drive. The road is still moving a little bit each year. It has moved slightly more than 2 ½ inches since 2004. The work on Franklin St. was started earlier than requested.

UNFINISHED BUSINESS:

Proposed: August 9, 2011

Approved: September 13, 2011 with one change on Page 2. Under Recreation/Thorne Swift, change Halloween trail to Halloween haunted woods.

Review Updated Township Policies: The Township Policies and Procedures were reviewed and changes were made. Sandford will correct the policies to reflect the changes and this will be looked at again at the next meeting.

Consider Estimates for Township Maintenance Projects: **Sandford made a motion to accept the estimates from David Cantrell to complete three projects, on Township property, for up to \$2,000, and for the clerk to issue a down payment as requested. Baker seconded the motion.**

Vote: All yes.

Discuss & Adopt Audit: **Hollingsworth made a motion to adopt the audit for fiscal year ending March 31, 2011. Fisher seconded the motion.**

Vote: All yes.

Approve Payables & Payroll: **Hollingsworth made a motion to approve the payables and payroll as presented. Baker seconded the motion.**

Vote: All yes.

Public Comments: Eve Lauer wanted to know if David Cantrell is insured, which he is. Alford LaCount had some comments regarding the email communications as referenced in the proposed changes to the Township Policies and Procedures.

Board Comments: Hollingsworth wondered if the Planning Commission should re-visit the Special Use Permit ordinance for review. This will be brought up at the next Board meeting.

Adjournment: **Hollingsworth made a motion to adjourn the meeting. Baker seconded the motion.**

Vote: All yes.

The meeting was adjourned at 8:45 p.m.

The next regularly scheduled meeting will be September 13, 2011 at 7:00 p.m.

Respectfully Submitted by:

Cynthia Fisher, Clerk

Transcribed by:

Susan Matsko

Township Secretary

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