

**WEST TRAVERSE TOWNSHIP
REGULAR BOARD MEETING
FEBRUARY 13, 2018**

Supervisor Sandford called the meeting to order at 5:30 p.m.

Roll Call: Baker, Lauer, Hollingsworth, Sandford, Baiardi.

Visitors: Sandy Baker, Suzie Jacob, Paul Mooradian, Neil Ahrens, Amelie Dawson,
Kyle Knight, Sue Matsko.

The Pledge of Allegiance was recited by all.

Approve Agenda and Additional Items: The agenda was approved by consensus.

Public Comments: Paul Mooradian, Planning Commission Chair, gave an update as to what has been happening at the Planning Commission since he started in January. He also wanted to thank the Board for supporting his appointment to the Planning Commission.
Neil Ahrens gave the Board an update as to what has been going on at the County level.

Approve Minutes: **Baker made a motion to approve the meeting minutes of January 9, 2018 as presented. Hollingsworth seconded the motion.**

Vote: All yes.

Presentation on Harbor Springs Library: Sandy Baker, who is the President of the Harbor Springs Library Board, stated that the Library has a lot to offer to anyone who walks in the door at no cost to them or the Township. The Library is run on just donations. Amelie Dawson, Director of the Harbor Springs Library, gave a presentation of what the Harbor Springs Library has to offer to the public. She gave a comparison to the Petoskey Public Library as to what they have to offer in their technological services.

Community Gardens: Suzie Jacob had previously asked the Board about establishing a Community Garden on Township property behind the large barn. She brought some conceptual drawings to this meeting to show the Board members what she would like to propose. Sandford told her that at this time, the Board is not prepared to go forward with this project. The Planning Commission would have to be addressed to see if this would be consistent with Township zoning. The Recreation Committee would have to have a complete plan for the whole property before anything could be done.

Correspondence: Correspondence was reviewed.

New Zoning Ordinance: The Planning Commission had forwarded the New Zoning Ordinance to the Township Board for their review. The Planning Commission was charged with reorganizing the ordinance, bringing it into compliance with the current law and making it more user friendly utilizing current technology.

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Baker made a motion to approve the Resolution presented at this meeting to adopt the New Zoning Ordinance for West Traverse Township. Lauer seconded the motion.

Mooradian stated that the removal of agriculture as a permitted use in the residential zone, in his opinion as the Planning Commission Chairperson, is a change that is going to affect people. He asked the Board to send the New Zoning Ordinance back to the Planning Commission for further review.

Roll Call Vote: Hollingsworth – yes, Baker – yes, Lauer – yes, Baiardi – yes, Sandford – yes.

Compensation Changes for FY 2018-2019: **Baker made a motion that therefore be it resolved that the salary of the West Traverse Township Clerk shall be increased by 2% from \$18,360.00 to \$18,727.20, effective April 1, 2018. Lauer seconded the motion.**

Roll Call Vote: Lauer – yes, Hollingsworth – yes, Baiardi – yes, Baker – yes, Sandford – yes.

Lauer made a motion that therefore be it resolved that the salary of the West Traverse Township Treasurer shall be increased by 2% from \$18,360.00 to \$18,727.20, effective April 1, 2018. Baiardi seconded the motion.

Roll Call Vote: Baker – yes, Lauer – yes, Baiardi – yes, Hollingsworth – yes, Sandford – yes.

Baker made a motion that therefore be it resolved that the salary of the West Traverse Township Supervisor shall be increased by \$3,000 plus 2% from \$15,360.00 to \$18,727.20, effective April 1, 2018. Lauer seconded the motion.

Roll Call Vote: Lauer – yes, Baker – yes, Hollingsworth – yes, Baiardi – yes, Sandford – yes.

Hollingsworth made a motion that therefore be it resolved that the salary of the West Traverse Township Trustees be increased by 2% from \$5,328.00 to \$5,434.56, effective April 1, 2018. The amount will be rounded up to be an even number divisible by 12. Baiardi seconded the motion.

Roll Call Vote: Lauer – no, Baiardi – yes, Hollingsworth - yes, Baker – no, Sandford – yes.

Baker made a motion that therefore be it resolved that the salary of John Riggs shall be increased by 2% from \$35,844.00 to \$36,564.00 for the fiscal year of April 1, 2018 to March 31, 2019. Lauer seconded the motion.

Roll Call Vote: Baiardi – yes, Hollingsworth – yes, Baker – yes, Lauer – yes, Sandford – yes.

Baker made a motion that therefore be it resolved that as of April 1, 2018 Susan Matsko's hourly rate shall be increased by 2% from \$18.00 to \$18.40 per hour; and be it further resolved that Susan Matsko be granted 7 days of paid vacation, consisting of 28 hours at her hourly rate; and be it further resolved that Susan Matsko be granted the following paid holidays: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas, consisting of 4 hours of pay for each if they fall on a regularly scheduled work day.

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Lauer seconded the motion.

Roll Call Vote: Hollingsworth – yes, Baker – yes, Lauer – yes, Baiardi – yes, Sandford – yes.

Hollingsworth made a motion that whereas the West Traverse Township Board deems that the adjustment in the compensation of the following positions, as recommended by the Township Personnel Committee, is warranted: Deputy Clerk, Deputy Treasurer, Temporary Secretary, Board of Review Chair and Members, Planning Commission Chair and Members, Zoning Board of Appeals Chair and Members, Water Committee Chair and Members; now therefore be it resolved that the compensation for these positions be increased by 2% per the attached proposed compensation schedule for the fiscal year of April 1, 2018 to March 31, 2019.

Baiardi seconded the motion.

Roll Call Vote: Lauer – yes, Hollingsworth – yes, Baiardi – yes, Baker – yes, Sandford – yes.

Road Commission: **Baiardi made a motion to approve the resolution of the West Traverse Township Board of Trustees to register the Township’s opposition to Michigan HB-5097 limiting the right of county road commissions to permit and regulate driveways for silvicultural operations, as presented at this meeting. Baker seconded the motion.**

Roll Call Vote: Baker – yes, Lauer – yes, Baiardi – yes, Hollingsworth – yes, Sandford – yes.

Baker made a motion to approve the contract for the Ultra Thin asphalt on two segments on Lightfoot Road, to approve the estimate and contract, and to authorize Supervisor Sandford to sign the contracts on behalf of the Township. Lauer seconded the motion.

Vote: All yes.

Hollingsworth made a motion to approve the cost sharing estimate and contract for updating the Middle Road Bridge and authorize Supervisor Sandford to sign the contract on behalf of the Township. Baker seconded the motion.

Vote: All yes.

Baiardi made a motion to approve the crush and shape of Marion Drive estimate and contract and authorize Supervisor Sandford to sign the contract on behalf of the Township.

Hollingsworth seconded the motion.

Vote: All yes.

Booster Stations: **Baker made a motion to waive the policy requirement for multiple bids on an expenditure exceeding \$20,000, due to the cost that would be added to provide detailed plans, specifications and documents. Benchmark suggested use of Peerless Midwest. Lauer seconded the motion.**

Vote: All yes.

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Baiardi made a motion to approve Option #2 for replacing the Tamarac pump, as described in the letter from Peerless Midwest, Inc., at a cost of approximately \$30,000, and to authorize Supervisor Sandford to sign the contract on behalf of the Township that Benchmark will prepare. Hollingsworth seconded the motion.

Vote: All yes.

Proposed Budget for Fiscal Year 2018-2019: The proposed budget for fiscal year 2018-2019 was reviewed.

Library Memorandum: The Board received a memorandum from the Township Attorney, Joel Wurster. The Board is acknowledging the memorandum, but it is confidential and cannot be shared with the public at this time.

Residential Well Monitoring Program: Monitoring has been done on eight wells for over 25 years, looking for possible contamination from the landfill on Hughston Road. The test data has come back with none detected for all but one well in Windward. The landfill monitoring is overseen by a committee consisting of the Supervisors of West Traverse and Friendship and the Mayor of Harbor Springs. Bottled water is delivered to three residences of the eight being monitored. One of the property owners wants to know if it is “safe” to drink the water. Sandford presented a letter he is sending to the DEQ and Health Department of Northwest Michigan asking that question.

Idylwilde Complaint: There are property owners in Idylwilde who want to revise the plat of Idylwilde in order to move an alley.

Baker made a motion that the Board proceed with Option #3, outlined by Attorney Wurster, in his memo regarding the Idylwilde complaint. Lauer seconded the motion.

Roll Call Vote: Baker – yes, Lauer –yes, Baiardi – yes, Hollingsworth – yes, Sandford – yes.

Poverty Exemption Guidelines for 2018: The Township poverty exemption is set to 150% of the federal maximum income level.

Depository Agreement: **Baiardi made a motion to sign the Depository Agreement with the Harbor Springs Area Historical Society for the year of 2018. Hollingsworth seconded the motion.**

Vote: All yes.

Township Board Meeting Dates for FY 2018-2019: **Baiardi made a motion to approve the meeting date schedule as presented and to move the meeting time to 6:00 p.m. Lauer seconded the motion.**

Vote: All yes.

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Clerk's Report: Baiardi presented her report.

Treasurer's Report: Hollingsworth presented her report.

Planning Commission: No report.

Recreation/Thorne Swift Committee: No report.

Zoning Administrator: Randy Frykberg had presented his written report. Frykberg has resigned his position as Planner/Zoning Administrator. It was decided to propose immediate termination of his contract.

LTBBOI Litigation: Sandford gave an update on the LTBBOI litigation.

Supervisor's Report: Sandford presented his report.

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

Vote: All yes.

Public Comments: None.

Board Comments: Lauer commended Sandford for the work he put into the packet for this meeting.

Adjourn: The meeting was adjourned at 7:09 p.m.

The next regularly scheduled meeting will be March 27, 2018 at 5:30 p.m.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:
Susan Matsko
Township Secretary

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