

PROPOSED MINUTES
LAKETOWN TOWNSHIP
BOARD OF TRUSTEES
4338 BEELINE ROAD
ALLEGAN COUNTY
HOLLAND, MI 49423

REGULAR BUSINESS MEETING
February 12, 2020

ARTICLE I. CALL TO ORDER

Township Supervisor Linda Howell called the regular monthly Board of Trustees meeting to order at 7:00 P.M.

MEMBERS PRESENT: Linda Howell, Michelle Sall, Jim Johnson, Gary Dewey
MEMBERS ABSENT: Ed Stielstra
STAFF PRESENT: Al Meshkin – Township Manager
Diane Ybarra – Recording Secretary

ARTICLE II. REVIEW AND APPROVAL OF MINUTES

The Board members reviewed the minutes of the December 11, 2019 meeting. **A motion was made by Dewey and seconded by Johnson to approve the minutes as submitted. Supervisor Howell called for a vote on the motion. DECISION – MOTION APPROVED**

ARTICLE III. FINANCIAL REPORT / REVIEW & APPROVE THE BILLS

Supervisor Howell reviewed the bills for the month of January 2020. Following discussion, **a motion was made by Dewey and seconded by Johnson to approve and pay the bills as submitted. Supervisor Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

Dewey mentioned taxes are due on Friday, February 14, Valentine's Day.

ARTICLE IV. CORRESPONDENCE RELATED TO AGENDA ITEMS - None

ARTICLE V. REPORT OF OFFICERS

- A. COUNTY COMMISSIONER – No report.
- B. PLANNING COMMISSION – JOHNSON

Johnson reported that the Planning Commission met on February 5 and the following items were discussed: Jannotta/Pearsall site plan for new home construction was approved; Mathe Special Use Request for a detached accessory dwelling unit was approved; HBPW Special Use Permit to install utility poles to collect water usage data was tabled; Baumann Building P.U.D. request was tabled. Tom Shuff asked what the objection is to putting the poles up and Johnson responded residents are in developments where underground facilities are required.

- C. ZONING BOARD OF APPEALS - Meshkin

Meshkin reported that the ZBA met on January 22 and the following item was discussed: Roth Sunshine Escape LLC Variance Request for updates to a current home including the addition of a

garage was approved.

D. PARKS COMMISSION - SHUFF

Shuff reported that the Parks Commission met on January 22 and discussed the following: Welcoming Signs; 2020-21 FY Budget; Dogs at Sanctuary Woods; Parks Millage. Meshkin suggested focusing the millage on park maintenance.

E. FIRE CHIEF AND FIRE BOARD

Howell reported on behalf of Chief Den Bleyker reported the response calls for the month of January were as follows: 75 calls total, 59 calls from Laketown, consisting of 48 medical/rescue and 11 fire calls; 9 calls from Fillmore, consisting of 9 medical/rescue calls and 0 fire call. There were 7 assists to other departments, 4 fire assists to Saugatuck and 1 fire assist to Holland; 1 medical assist to Saugatuck and 1 assist to Holland. The new ladder truck is in full service. An RFQ has been submitted for an exhaust system for the truck bays.

ARTICLE VI. CITIZEN'S COMMENTS ON OLD AND NEW BUSINESS AGENDA ITEMS - None

ARTICLE VII. OLD BUSINESS - None

ARTICLE VIII. NEW BUSINESS

A. SALARY RESOLUTIONS

Supervisor Howell asked Meshkin to review the following salary resolutions:

Meshkin reviewed Trustee Salary Resolution 2020-01 noting that as of April 1, 2020, the salary of the Township Trustees shall be \$4,000.00 each. **A motion was made by Sall and seconded by Dewey to approve the Trustee Salary Resolution 2020-01 setting the salaries at \$4,000.00 each. Supervisor Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

Supervisor Howell reviewed Clerk Salary Resolution 2020-02 noting that as of April 1, 2020, the salary of the Township Clerk shall be \$15,000.00. **A motion was made by Dewey and seconded by Johnson to approve the Clerk Salary Resolution 2020-02 setting the salary at \$15,000.00. Supervisor Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED** Johnson noted the Clerk is doing a great job.

Supervisor Howell reviewed Treasurer Salary Resolution 2020-03 noting as of April 1, 2020, the salary of the Township Treasurer shall be \$15,000.00. **A motion was made by Johnson and seconded by Sall to approve the Treasurer Salary Resolution 2020-03 setting the salary at \$15,000.00. Supervisor Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

Supervisor Howell reviewed Supervisor Salary Resolution 2020-04 noting as of April 1, 2020, the salary of the Township Supervisor shall be \$15,000.00. Following discussion, **a motion was made by Johnson and seconded by Dewey to approve the Supervisor Salary Resolution 2020-04 setting the salary at \$15,000.00. Supervisor Howell called for a vote on the motion. UNANIMOUS DECISION - MOTION APPROVED**

Treasurer Dewey commented that have been no increases in salaries for a number of years.

B. RENTAL UNIT AMENDMENT ORDINANCE

Meshkin reviewed Rental Unit Amendment Ordinance No. 197 highlighting that the ordinance has been under development for 6-12 months. The current ordinance did not cover the single and two-family rentals. The new ordinance addresses parking, noise, etc. There are between 50-100 short-term rental units in the township, some of which are in need of improvement. All rental units must be registered and meet the requirements of the ordinance.

Following discussion, **a motion was made by Dewey and seconded by Johnson to approve the Rental Unit Amendment Ordinance No. 197. Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

Johnson said the document was well done and is pleased with its content. Howell confirmed it will be in effect 30 days after publication. The Planning Commission will review the sister zoning ordinance for short-term rentals (a period of less than 28 days). A fee schedule must also be established, all of which will be brought before the Township Board for final approval.

C. RELEASE OF MASTER PLAN FOR DISTRIBUTION

Meshkin explained the Planning Commission has finalized the first draft for approval by the Township Board for its first release. All neighboring municipalities and local stakeholders will be asked for feedback within 63 days. The Planning Commission will review feedback. There will be at least one public hearing and/or public open house for resident review. The Township Board may exercise its right for final approval. Howell encourages residents to review and submit comments to the Planning Commission. The full Master Plan document will be placed on the township website this week. Following discussion, **a motion was made by Dewey and seconded by Sall to approve the release of the Master Plan for distribution.**

Johnson asked how the feedback will be forwarded to the Planning Commission and Meshkin stated it will be forwarded as comments are received. Marcia Perry supported the idea of having an open house for public review and comment. **Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

Howell thanked the Planning Commission for their hard work.

ARTICLE IX. CITIZEN'S COMMENTS

Randy Becksvort of 3930 Beeline Road asked if the board made changes to the Master Plan. He also asked what the enforcement is behind the rental ordinance. Meshkin said the board did not make changes to the Master Plan. Police Power Ordinance is a term and can be a civil infraction with monetary penalties. It has never been exercised but with this regulation order it will strengthen the ability to enforce. Becksvort asked if there will be a fee to register and Meshkin said yes, there will be a fee to register and for inspection. The Graafschap Fire Department will make the inspections. Rental registration is common place in Michigan.

Howell said there is a new Veterans' Memorial in Hamilton and residents are invited to attend the May 25 dedication. A flyer is available with further details.

Johnson asked when the Michigan Primary is and Dewey said March 10. Sall commented that absentee ballots are available now.

ARTICLE X. ADJOURN

A motion was made by Dewey and seconded by Johnson to adjourn the meeting at 7:33 P.M. Howell called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED