



VILLAGE OF SUTTONS BAY
Village Council Regular Meeting
420 N. Front Street, Suttons Bay, MI 49682
Monday, March 20, 2023 5:30 p.m.
Agenda

For the public wishing to view the meeting using remote attendance, there will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org). Public participation shall be limited to in-person or via written communication received prior to the meeting.

1. Regular Meeting Called to Order
2. Roll Call
3. Consent Agenda
 - a. Approval of Minutes February 21, 2023
 - b. Payment of Invoices
 - c. VSB-2023-17 Statement of Clarification
 - d. VSB-2023-18 Infrastructure Reminder
 - e. Inland Seas Letter of Support
4. Agenda Approval
5. Public Comment / Communication and Reports (please limit to no more than three (3) minutes)
6. Unfinished Business
7. New Business
 - A. VSB 2023-23 Cultural Sign Proposal
 - B. VSB 2023-21 Personnel Policy Amendments
 - C. Managers Update
8. Special Committee Reports/Staff Reports
9. Good of the Order (Council Member **Comments**)
10. Public Comment (please limit to no more than three (3) minutes)
11. Adjournment

If you are planning on attending this meeting and are disabled requiring any special assistance, please notify the Village Clerk by calling 231.271.3051 or by email suttonsbay@suttonsbayvillage.org as soon as possible.



VILLAGE OF SUTTONS BAY
VILLAGE COUNCIL REGULAR MEETING
MINUTES OF FEBRUARY 21, 2023

The meeting was called to order at 5:30 p.m. by President Lutke.

Present: Karl Bahle, Will Case, Colleen Christensen, Steve Lutke, Debra Smith, Roger Suppes and Pat Yoder
Absent: None
Staff present: Larrea, Petroskey & Devol

Conflict of Interest

Bahle declared a conflict of interest in respect to New Business item B. VSB 2023-23 301 S Shore Conditional Rezoning. Council unanimously concurred that a conflict of interest exists.

Consent Agenda

Case moved, Smith seconded CARRIED, to approve the Consent agenda as presented. The Village Council meeting minutes of January 17, 2023, are approved. The payment of invoices is approved. Ayes: 7, No: 0.

Agenda

Bahle moved, Case seconded, CARRIED, to approve the agenda as presented. Ayes: 7: No: 0.

Public Comment

Bill Crackle asked that the Committee of the Whole minutes of February 7, 2023 reflect that he does not support non-owner occupied ADUs as stated in the minutes. Additional comments were heard from Larry Mawby, Zack Hillier, Richard & Michelle Baldwin, Vanessa Fox Gruenwald and Bill Perkins.

VSB 2023-14 Text Amendment Accessory Dwelling Units

Yoder moved, Christensen seconded, CARRIED, to DENY the planning commission's recommendation to amend Article 9-2 in its entirety and maintain the current zoning in its entirety. Roll call vote. Bahle-No, Christensen-Yes, Suppes-No, Lutke-Yes, Smith-Yes, Case-Yes and Yoder-Yes. Ayes: 5, No: 2

Bahle stated we should support the planning commission recommendation. Smith noted a large number of people do not support non-owner-occupied dwellings as evident by the petition presented. Yoder noted that there has been a demonstrated lack of need to support the change. Case agreed. Christensen and Lutke stated ADUs are already allowed.

VSB-2023-12 Text Amendment-Peninsula Housing Text Amendment Article 5-2-table of Uses, 5-3 Spatial Requirements and 9-7 Multi-Family.

Smith moved, Bahle seconded, motion FAILED, to approve Amendment No. Z-2023-03 of (Amendment 8 of Ordinance 2 of 2018) to amend Section 5-2 Table of Uses to allow for multi-family housing in the South Gateway District as a permitted Use; Section 5-3 Spatial Requirement to allow for maximum of three stories in the South Gateway District and Section 9-7 Multi Family Development to allow for up to 18 units per acre be amended as presented, Roll call vote: Smith-Yes, Bahle-Yes, Yoder-No, Case-No, Lutke-No, Suppes-No, Christensen-No. Ayes: 2, No: 5.

Council had a number of concerns related to the proposed amendment.

- Council asked where the property was located that Peninsula Housing planned to use
- Concerns about the South Gateway as the welcoming corridor to the Village with three story buildings.
- Permitted use versus special use. If Multi-Family housing was a special use it would allow for more oversight on the projects as to landscaping, parking, etc.
- Why is the focus on South Gateway? Very few properties over an acre.
- Definition of workforce housing. No short- term rentals allowed in ADUs.
- Wetlands throughout the South Gateway. Drainage issues already exist near the Hansen Plaza. How to address these environmental issues.
- Sewer Water capacity issues.
- Planning Commission needs to do additional work on this amendment.

Christensen moved, Suppes seconded, motion CARRIED, to send Amendment No. Z-2023-03 of (Amendment 8 of Ordinance 2 of 2018) to amend Section 5-2 Table of Uses to allow for multi-family housing in the South Gateway District as a permitted Use; Section 5-3 Spatial Requirement to allow for maximum of three stories in the South Gateway District and Section 9-7 Multi Family Development to allow for up to 18 units per acre be sent back to the planning commission with council member comments and have the planning commission address the same and consider ways to have more oversight over the projects by having this use as a special use. Ayes: 7, No 0.

VSB 2023-13 301 S Shore Conditional Rezoning Request

Christensen moved, Case seconded, CARRIED, to accept the planning commission recommendation to deny the conditional rezoning request for 301 S Shore Dr. Roll call vote: Smith-No, Yoder-Yes, Case-Yes, Lutke-Yes, Suppes-Yes, Christensen-Yes. Ayes: 5, No: 1, Abstain-1.

VSB 2023-15 Baldwin Property Timeline

Council asked that the manager present a timeline regarding the Baldwin property. Bahle felt a special meeting was in order to discuss the Baldwin situation. Christensen stated that the manager always puts the Village first. Suppes stated he respects all parties and would like to have a meeting of the minds. Smith would like more information on the plant's current and future capacity. Case respects the manager and his way of thinking and problem-solving capabilities. Lutke is concerned about the operating procedures and why the questioning of the manager. He added there is no inter-governmental agreement in place. Lutke suggested that the Utility Committee discuss how to work towards an intergovernmental agreement.

Master Plan 63 Day Review

Lutke moved, Yoder seconded CARRIED, to allow staff to distribute the final draft of the 2023 Village of Suttons Bay Master Plan for a 63-day review as required by the Michigan Planning Enabling Act. Ayes: 7, No: 0.

Good of the Order

Yoder felt that it was a good meeting. Case would like to see more illumination at the County recycling site on Eckerle Road.

Public Comments were heard from Lois Bahle, Bill Crackle, Delores Witkowski, Michelle Baldwin, Peninsula Housing, Bill Perkins, Sharon Sutterfield and Pat Panyard.

The meeting adjourned at 7:02 p.m.


Meeting minutes submitted by Dorothy Petroskey.

Check Date	Check	Vendor Name	Description	Amount
02/23/2023	18818 (E)	LEELANAU ENTERPRISE	ANNUAL SUBSCRIPTION	47.00
02/24/2023	46387	BRAMER AUTO SUPPLY	CUST# 8571 VACTOR PARTS	28.48
02/24/2023	46388	COUNTY OF LEELANAU	POLICE PERSONAL/MILEAGE OCT 2022	23,496.33
02/24/2023	46389	DTE ENERGY	MULTIPLE ACCOUNTS--FEB 2023	1,602.45
02/24/2023	46390	AT&T MOBILITY	CELL PHONE-MULTIPLE ACCTS FEB 2023	579.57
02/24/2023	46391	BAHLE ENTERPRISES	ESCROW REFUND	289.00
02/24/2023	46392	BWMS TRAINING	OPERATOR ID# 2888 CHEMICAL USAGE TRAININ	165.00
02/24/2023	46393	CUMMINS BRIDGEWAY, LLC	SERVICE CALL--MAIN LIFT STATION	477.47
02/24/2023	46394	PURE WATER WORKS	4 GALS/FSC CHARGE	33.00
02/24/2023	46395	STANDARD INSURANCE COMPANY	642946 0017 MARCH 2023 PREMIUM	502.67
02/24/2023	46396	WELLS FARGO FINANCIAL LEASING	CONTR# 6030214439000 COPIER LEASE	72.92
02/28/2023	18796 (E)	CHEERYLAND ELECTRIC	ACCT# 8364410 1522 RICHTER ROAD	210.16
02/28/2023	18797 (E)	AMAZON	MICHIGAN STATE & FEDERAL LABOR LAW POSTE	59.60
02/28/2023	18798 (E)	AMAZON	REPLACEMENT GAS CAP	48.98
02/28/2023	18799 (E)	AMAZON	420 FRONT STREET JAN 2023	147.97
02/28/2023	18800 (E)	MICHIGAN RETAILERS SERVICES	ID# 46597-001 MARCH PREMIUM 2023	508.55
02/28/2023	18801 (E)	FIRST INTERNET BANK OF INDIANA	FIDPC - SUTTONS BAY, MI 2018 3013-39801	19,125.00
02/28/2023	18802 (E)	GFL ENVIRONMENTAL	REMOVAL CHARGE- MARINA	101.63
02/28/2023	18803 (E)	GFL ENVIRONMENTAL	1520 RICHTER ROAD WASTE REMOVAL FEB 2023	292.04
02/28/2023	18804 (E)	PITNEY BOWES	ACCT#00161087566 EZ SEAL BOTTLES	58.08
02/28/2023	18805 (E)	PITNEY BOWES - PURCHASE POWER	ACCT#80009000022229933 FEB 2023	200.00
02/28/2023	18806 (E)	STAPLES	ORDER # 9846912987 HP COLOR PRINTER-DEW	768.77
02/28/2023	18807 (E)	CHARTER COMMUNICATIONS-NATL	ACCT# 103479401 FEB 2023 WWTP	127.97
02/28/2023	18811 (E)	ADOBE	MNGR SOFTWARE UPDATE FEB 2023	15.89
02/28/2023	18812 (E)	CARBONITE	CARBONITE BACKUP ANNUAL	49.99
02/28/2023	18813 (E)	CHARTER COMMUNICATIONS	ACCT#8245121220022588 146 S SHORE FEB 23	182.96
02/28/2023	18814 (E)	CHARTER COMMUNICATIONS	ACCT3 8245121220019774 420 FRONT FEB 23	147.97
02/28/2023	18815 (E)	CHARTER COMMUNICATIONS	ACCT#8245121220023735 FEB 23	109.98
02/28/2023	18816 (E)	CHARTER COMMUNICATIONS	ACCT#8245121220017471 FEB 23	127.98
03/01/2023	18817 (E)	LEELANAU ENTERPRISE	ANNUAL SUBSCRIPTION	0.00
03/01/2023	46397	PRIORITY HEALTH	GROUP 784340 MARCH 2023 PREMIUM	9,116.83
03/02/2023	46398	ART'S AUTO AND TRUCK PARTS INC	MOTOR POOL SUPPLIES	0.00
03/02/2023	46399	NORTHERN BUILDING SUPPLY, LLC	VILLO MULTIPLE	434.31
03/02/2023	46400	FERGUSONS LAMN EQUIP.	CUST# 7057 MOWER SUPPLIES	104.90
03/02/2023	46401	BRIGHTSPEED	TELEPHONE SERVICE-MULTIPLE MARCH 2023	226.03
03/02/2023	46402	BRIGHTSPEED	TELEPHONE SERVICE-MULTIPLE MARCH 2023	654.71
03/02/2023	46403	JACOBS ENGINEERING GROUP, INC	SUTTO PROJ# 404723.14 MARCH 2023	16,249.00
03/02/2023	46404	INTEGRITY BUSINESS SOLUTIONS	ACCT# 957380 OFFICE SUPPLIES	99.88
03/02/2023	46405	PURE WATER WORKS	6-5 GAL WATER	41.50
03/02/2023	46406	LEELANAU CTY ROAD COMMISSION	LEADED/UNLEADED FEB 2022	1,682.32
03/02/2023	46407	SECURITY SANITATION, INC	BAHLE PARK PORTA JOHN FEB 2023	110.00
03/08/2023	18819 (E)	CHEERYLAND ELECTRIC	POOL SUPPLIES	125.13
03/08/2023	18820 (E)	DTE ENERGY	ACCT# 8364410 1520 RICHTER ROAD FEB 2023	208.39
03/08/2023	18821 (E)	ART'S AUTO AND TRUCK PARTS INC	ACCT#231985411793 N BAYCLIFF DRIVE	125.62
03/08/2023	18822 (E)	CHEERYLAND ELECTRIC	23198483 772 N ST JOSEPH STREET FEB 2023	43.72
03/08/2023	18823 (E)	DTE ENERGY	CONT#318946 ARCGIS SUBSCRIPTION 2023	1,500.00
03/08/2023	18824 (E)	GFL ENVIRONMENTAL	1520 RICHTER ROAD MARCH 2023	292.04
03/08/2023	18825 (E)	MERMA	2023 WATER REVIEW BUFEKA	340.00
03/08/2023	18826 (E)	PITNEY BOWES	ACCT#0016108757 1ST QUARTER 2023	140.10
03/08/2023	46409	VISION SERVICE PLAN	ACCT#30 017164 001 FEB 2023 PREMIUM	205.06
03/08/2023	46410	BRAMER AUTO SUPPLY	CUST#8571 LED RED LAMP	19.99
03/08/2023	46411	CONSUMERS ENERGY	MULTIPLE INVOICES	5,028.79
03/08/2023	46412	DC COLLECTIVE GROCER	OFFICE SUPPLIES	9.38
03/08/2023	46413	ART'S AUTO AND TRUCK PARTS INC	CUST # 20090 SINGLE AXLE AIR BRAKE VALVE	245.24
03/08/2023	46414	LEELANAU ENTERPRISE	SYNOPSIS JANUARY 17	42.65
03/08/2023	46414	BUNERS HARDWARE	PROPANE BURNING TORCH	79.99
03/08/2023	46415	DXON ENGINEERING, INC	PROJ# MI2022EVB-4357 SUTTONS BAY	6,650.00

Check Date	Check	Vendor Name	Description	Amount
03/08/2023	46416	INTEGRITY SOFTWARE SYSTEMS	IT SUPPORT-OFFICE/MARINA COMPUTER	247.50
03/08/2023	46417	JACK DOHENY COMPANIES INC	SUTTON0002 8 IN QUICK CLAMP	182.41
03/08/2023	46418	LIMBLE SOLUTIONS	ENTERPRISE LICENSE-CMS FEB 2023-FEB 202	3,900.00
03/08/2023	46419	KENNEDY INDUSTRIES, INC	FEB 2023 TO JAN 2024 SCADA MONITORING	480.00
03/08/2023	46420	PAUL KINDZIERSKI	REFUND OVERPAYMENT-MARINA WAITING LIST	25.00
03/08/2023	46421	JACOBS ENGINEERING GROUP, INC	PROJ# 404723.13 CY13 CLOSEOUT INVOICE	2,074.64
03/14/2023	46422	SUTTONS BAY-BINGHAM FIRE	REIMB 2022 DDA CAPTURE O'PAY- 3/07/2023	494.06
03/14/2023	46423	ART'S AUTO AND TRUCK PARTS INC	CUST#20090 HYD OIL 5 GALLONS	183.31
03/14/2023	46424	AIRGAS USA, LLC	MONTHLY RENTAL FEB 2023	31.38
03/14/2023	46425	BECKETT & RAEDER	PLANNING SERVICES NOV/DEC 2022	2,935.20
03/14/2023	46426	BUNEKS HARDWARE	CUSTOMER # 2536 BATTERY MAIN LIFT	5.49
03/14/2023	46427	CUMMINS BRIDGEWAY, LLC	BATTERY REPLACEMENT WELIHOUSE	183.27
03/14/2023	46428	JACOBS ENGINEERING GROUP, INC	CUST#120525 PROJ# 404723.14 APRIL 2023	16,249.00
03/14/2023	46429	SECURITY SANITATION, INC	WATERWHEEL PORTA JOHN MARCH 2023	220.00
03/14/2023	46430	SOS ANALYTICAL	ROUTINE LAB ANALYSIS	100.00
03/14/2023	46431	SONDEE, RACINE & DOREN	LEGAL SERVICES FEB 2023	1,368.00
03/15/2023	18827(E)	ESRI	ARGTS CREDITS	120.00
03/15/2023	18828(E)	PITNEY BOWES - PURCHASE POWER	ACCT# 8000909002229933 MARCH 2023	200.00
03/15/2023	18829(E)	VISION SERVICE PLAN	ACCT# 30 017164 001 MARCH PREMIUM	205.06

GEN TOTALS :

(2 Checks Voided)
 Total of 74 Disbursements: 122,557.31

		VILLAGE OF SUTTONS BAY REPORT VSB -2023-17	
Prepared:	March 1, 2023	Pages:	1 of 2
Meeting:	March 20, 2023	Attachments:	<input checked="" type="checkbox"/>
Subject:	Statement Clarification(s)		

OVERVIEW

Unfortunately, clarifications on select public comments are becoming necessary, therefore, staff will make an effort to keep them brief and only address those inconsistencies involving properties within our jurisdictional boundary.

Statement #1

Statements regarding the legality of the construction of a home, most recently referred to as the yellow house or Peterson house located on S. Shore Drive was first mentioned at the January Planning Commission meeting. The comment was made following the discovery of a letter addressed to the planning commission opposing the individual’s rezoning application. The comment appears to have been made out of frustration and would not typically require staff’s attention, however, it was then stated at the village council meeting and briefly mentioned at the VC level.

In brief, the Village appears to have heard requests for variances on this property, on more than one occasion over the years and granted said requests. As we move forward with this brief overview, it is important to understand that variances run with the land, not the structure.

12-21-93 - 201 S. Shore - An application request was submitted to the Zoning Board of Appeals requesting a reduction in the front lot line setback from S. Shore Drive. The variance was granted unanimously by then ZBA members Ted Schlee, Karl Bahle, Donna Popke. *Upon review the ZBA granted the variances legally and appropriately.*

7-7-98 - 201 S. Shore - An application request was submitted to the Zoning Board of Appeals requesting a reduction in the waterfront setback and a reduction in the street side setback. The variance was granted unanimously by then ZBA members Al Applegate, Chuck Dotterer, Will Case, Karl Bahle, Donna Popke. *Upon review the ZBA granted the variances legally and appropriately.*

Statement #2

Several months ago, the Leelanau County Solid Waste Council (SWC) relocated the recycling bins to a Leelanau County Road Commission property on Eckerle Road. A reoccurring comment continues to be made at VC meetings, *that the SWC has made a request to the village for a street light* at that location. Following discussions with Leelanau County representatives, it was confirmed that no such request was made to the village. Further, they informed the individual that the SWC and Leelanau County Road Commission were monitoring the site to determine *if* a light was warranted, and if so, it would be installed at County expense (Please see attached January 20, 2023 & February 14, 2023 and March 13, 2023 emails). The attached emails speak for themselves.

VILLAGE COUNCIL

STAFF COMMENT

Apart from the past few months, public comment has historically been productive and in the best interest of the village. Although we still receive productive public comment from our residents, there tends to be an increase in non-productive statements and deliberate false statements. When less than productive comments begin to be repeated as though they are creditable, or are not corrected, then staff is either requested to address these statements or feels obligated to do so.

Staff is hopeful that we will once again, soon, be able to refocus our attention back to improving our community for the betterment of our residents.

Dorothy

From: williamtwig <williamtwig@aol.com>
Sent: Sunday, March 12, 2023 6:23 PM
To: officeassist@suttonsbayvillage.org
Subject: Lighting for the Suttons Bay recycling site

In January the Leelanau County Solid Waste Board , who manages the county recycling sites, contacted the Suttons Bay Village Council to ask the village council to have a street light installed across from the Suttons Bay recycling site on Eckerle Road .

The light would be in Suttons Bay Village . The village would ask Consumers Power to instal it .

Bill Perkins

Sent from my iPhone

manager@suttonsbayvillage.org

From: Trudy Galla <tgalla@leelanau.gov>
Sent: Tuesday, February 14, 2023 9:23 AM
To: williamtwig; Andy Gale; Lois Bahle; John Fletcher
Cc: Deborah Allen
Subject: RE: Light a the Suttons bay recycling site .

Bill;

I had emailed you previously on this issue. The SWC will make a determination if a light is needed, at county expense. The SWC did not send a letter to the village or the Road Commission - I had phone conversations with each of them as well as an in-person discussion with Brendan Mullane at the Road Commission. As previously explained, the SWC and Road Commission are monitoring the site with regard to any lighting issue.

The SWC will receive an update on this at their next meeting, and they will be the ones (and perhaps the County Board, if required), to determine if a light will be put in at county expense. To date, we have not paid for installation of lights at any other recycling sites in the county.

Trudy

cc: Lois Bahle, Chair SWC
Andy Gale, Vice-Chair
John Fletcher, Chair Pro-Tem
Deb Allen, County Administrator

-----Original Message-----

From: williamtwig <williamtwig@aol.com>
Sent: Tuesday, February 14, 2023 9:00 AM
To: Trudy Galla <tgalla@leelanau.gov>; Andy Gale <andy@mybarc.org>; Lois Bahle <loisbahle@gmail.com>; John Fletcher <fletchbyte@gmail.com>
Subject: Light a the Suttons bay recycling site .

Hello Trudy ,

The Suttons Bay Village Council never saw the letter from the Leelanau county solid waste counsel asking for a light at the Suttons Bay Recycling Site. The Village manager mistakenly said that because it was a county Road Suttons Bay Village could not ask for a street light. According to the Leelanau county road commission manager which ever municipality the light would be in would has to be the one asking for the street light. In this case the street light is in Suttons Bay Village boundaries.

A street light, a light that hangs over the street Eckerle Rd ,would be the most effective and cheapest light for that Recycling Site. There is a pole opposite the Recycling Site exit and a street light would illuminate the entire Recycling Site because it is so close to Eckerley Road .

the solid waste board should pay The village of Suttons Bay for The electricity that light would use . street lights are ballpark figured at \$20 of electricity per month , \$240 a year .

The road commission has said they are going to forego the \$3500 a year for hosting the Recycling Site however this isn't the road commissions light it is a Suttons Bay Village light .

Thanks

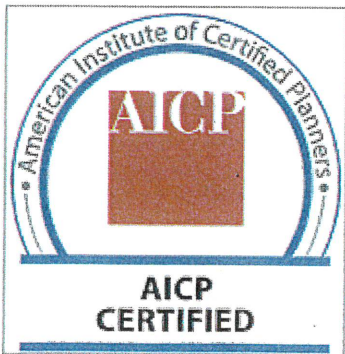
From: Trudy Galla <tgalla@leelanau.gov>
Sent: Friday, January 20, 2023 10:32 AM
To: Andy Gale; Carrie Sharp; Jim Palmer; John Fletcher; Kathy Cavanaugh ; Lois Bahle; Mark Bevelhymmer; Melinda Lautner; Pat Deering ; Tom MacDonald; Tom Petersen
Subject: Street light request for Suttons Bay recycling site


At the last Solid Waste Council meeting, a resident of Suttons Bay Village, Bill Perkins, spoke under public comment and requested the SWC ask the Village of Suttons Bay to put in a street light for the recycling site in Suttons Bay. Mr. Perkins is a former member of the SWC and is also a recycling ambassador who helps keep the site in Suttons Bay picked up and clean.

I spoke with the Village office and they told me it is not a village issue. They don't put in lights – the request has to go to the electrical company and then they estimate the cost to install it. There is no electricity on the north side of Eckerle Rd where the recycling site is located so there would be a substantial cost to run electricity, pull permits, etc. Then there is a monthly electric cost. I also spoke with the Road Commission who felt there was not an issue with no light there. There is some light from the Road Commission property, and people use their car lights when it is dark. One of their employees also stated he is in to work early when it is dark and has not seen people recycling at that time. After this discussion with Brendan Mullane at the Road Commission, Brendan and I agreed that we will just monitor it for now and see if there is any need for a light. Mr. Perkins is the only person who has requested more lighting at the site. He contacted me by email today and I updated him.

Trudy

Trudy J. Galla, AICP, Leelanau County Planning Director
8527 E. Government Center Dr., Suite 108
Suttons Bay MI 49682
231-256-9812
tgalla@leelanau.gov



		VILLAGE OF SUTTONS BAY REPORT VSB -2023-18	
Prepared:	March 1, 2023	Pages:	1 of 2
Meeting:	March 20, 2023	Attachments:	<input type="checkbox"/>
Subject:	Infrastructure Progress Reminder		

OVERVIEW

Since 2019, we have been studying our water and sewer infrastructure to determine a manner in which to fix/replace/expand our system. There have been numerous reports addressing these concerns, several grants, and required studies along the way, all discussed at committee or village council meetings.

COMMUNITY WATER WELLS / STORAGE – STATE OF MICHIGAN MANDATE.

Upon my arrival the State insisted on the water system being expanded due to a lack of water storage and aging wells. My predecessor, successfully made the case that the Leelanau Hills project was not built and therefore the 400+- units should not have counted towards the expansion requirement. In essence, he bought us time. Since then, we have completed studies, including a Water Reliability Study, Wellhead Protection Plan, Well Siting Report among others and continue to do so. Preliminary numbers for this improvement are in the millions of dollars. In addition, we did not qualify for a state loan despite scoring higher than many communities.

REPLACEMENT OF LEAD AND GALVANIZED WATER PIPES– STATE OF MICHIGAN MANDATE.

The state has mandated that communities, including the Village, address their underground infrastructure and replace 5% of all water service lines per year. We have analyzed our system and will begin the State required process this spring of visually confirming various lines. In addition, we have requested a more in-depth cost to replace the St. Mary’s Street water line segment. This will include the replacement of hundreds of feet of undersized and aging waterline, and connections to the homes, resurfacing of the roadway etc. We will then look at the funding sources available. As stated above, this is required.

WATER RATE ANALYSIS

We have reached out to a couple of engineering firms to evaluate how our water rates are being administered, having it compared to other methods and to provide a recommendation on if the current billing method in place best serves our residents. Stay tuned.

SEWER PATCHING

The village was fortunate enough to receive a SAW grant in 2019. This grant paid for a robotic camera to be sent through our water, sewer, and stormwater pipes. The results were stunning and we can identify and target broken or protruded pipes that result in water infiltration. Past reports discuss this issue and we have allocated several thousands of dollars a year to utilize advanced technology to patch our infrastructure. This method helps prolong our current infrastructure and allows us to avoid having to replace the waterlines in their entirety. Why is this significant? Rain water was/is infiltrating broken pipes

VILLAGE COUNCIL

and our wastewater plant is tasked with treating ground water, which should never occur. Until the infiltration issue is resolved, it will negatively affect our plant capacity.

SEWER CAPACITY

There are two types of sewer capacity and one directly affects the other. The method in which many attempt to argue involves the gallons treated. We will continue to study and monitor the capacity issues as to determine a plan for an eventual expansion of the sewer plant. As with the water system and underground infrastructure, I would anticipate the village council would continue to support staff's efforts to gather and provide the information needed to make an informed decision.

In or around 2005, the village was paid \$2,212,000 for over 400 sewer taps for the Leelanau Hills project. That equates to approximately 40% of our sewer plants capacity depending on typical usage and gallons per day. The percentage numbers are still being evaluated so that figure is still approximate. The \$2,212,000 was used to construct the plant along with a 20-year loan taken out by the village of the same approximate amount. Why is this relevant? The capacity is reserved and despite the arguments to the contrary, the Village has a legal obligation not to sell that capacity, *twice*.

Like the villages water capacity issue, the State of Michigan will likely mandate the waste water treatment plants expansion prior to exhausting 50% of those reserved taps.

The second method of determining capacity is the biological capacity, which affects the first method. This will be addressed when we are prepared to do so.

COMMUNITY BUILD OUT

As we continue to address the items mentioned (in brief) in this report the one plan that has not occurred, that should be at the forefront of understanding capacity, is a build out plan. First understanding what *can* be constructed within our jurisdiction and understanding if we can service our future residents and or developments is recommended. I have requested that a proposal be provided to determine a broad evaluation of what our zoning ordinance currently allows for density. That proposal, will be brought before the VC, for acceptance, as all others have been.

INTERGOVERNMENTAL AGREEMENT

The intergovernmental agreement was rescinded for reasons outlined in past reports. Including, the decision to fix the villages underground infrastructure prior to expanding utilities outside our jurisdiction. Despite not generating *any* interest since its adoption in 2007, the intergovernmental agreement remained mostly a non-issue until its rescindment. In brief, the new documents (sewer/water ordinances) will propose new procedures, expectations, cost sharing, property selection criteria, capacity criteria, rates, among other issues that have the villages best interest in mind. The current documents fall short in all these categories and are therefore more attractive to those outside our village.

CONCLUSION

This overview should serve as a reminder of what Staff has been tasked with over the last 4 years regarding the village's infrastructure. Preliminary numbers do not show a positive short-term outlook for the state of our infrastructure; however, that does not always translate to the same once all the facts have been obtained. I would encourage the village council to stay the course and allow staff to provide you with the facts so that they can guide your future decisions.



March 14, 2023

RE: Inland Seas Educational Association - Senate Appropriations Request

Dear Senator Stabenow:

It is my pleasure to write this letter of support for the Inland Seas Education Association's (ISEA) senate appropriations request for securing the future of Great Lakes education.

Education is a powerful agent of change. It can improve health and livelihoods, contribute to social stability, drive long-term economic growth, and protect the environment. The problems facing our Great Lakes need individuals who understand their complex systems and have the skills to drive sustainable change. For many, this education begins with the Inland Seas Education Association.

Through this project, ISEA will inspire exponentially more people around the Great Lakes to become stewards of them. The recent purchase of a second schooner allows their programming to be delivered to rural and underrepresented communities such as Houghton, MI, Two Rivers, WI, Cleveland, OH, and Chicago, IL. This request expands their rural Suttons Bay campus facilities, allowing larger classrooms, groups, and the general public to immerse themselves in Great Lakes education.

The expansion of this program is very important to the Village of Suttons Bay. ISEA's programming brings students and ambassadors of our Michigan waters to our community every year. This unique educational opportunity has a tremendous impact on ISEA's students who leave with a new understanding of our Great Lakes and a desire to protect them.


ISEA is a respected organization in Great Lakes experiential education in Michigan. Since 1989, their programs have connected K-12 students, higher education staff and interns, and the general public to the Great Lakes to build a long-term stewardship ethic and increase their self-efficacy to be change agents throughout their lifetime.

The Village of Suttons Bay is proud to support ISEA in their senate appropriations request because education is the foundation for Great Lakes stewards for generations to come.

Sincerely,

A handwritten signature in blue ink, appearing to read "Roberto Larrea".

Roberto Larrea
Village Manager
Village of Suttons Bay

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2023-20	
Prepared:	March 15, 2023	Pages:	1 of 1
Meeting:	March 20, 2023	Attachments:	<input checked="" type="checkbox"/>
Subject:	Cultural Sign Discussion		

PURPOSE

To discuss the attached proposal for consideration.

OVERVIEW

The attached documents provide an overview of cultural interpretive symbol that is proposed for discussion. We have been working in partnership with Emily Modrall who is leading this cultural initiative in our region.

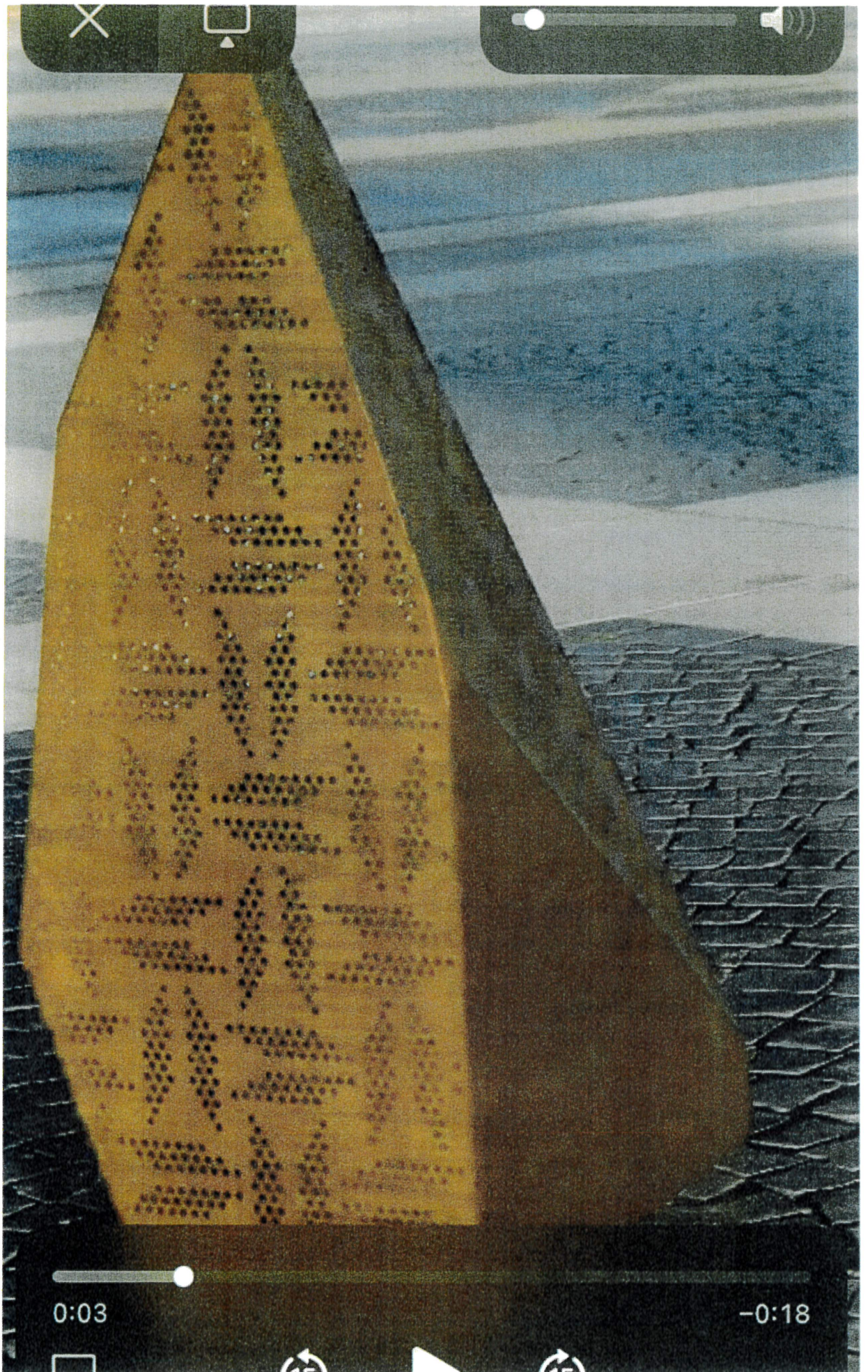
Preliminary discussions with various entities, including Inland Seas, and the Watershed Center have been positive in creating an educational park within and around Coal Dock Park. Coal Dock Park is a logical location to incorporate interpretative signs regarding wetlands, bird habitat, history, cultural, ecology of the Great Lakes etc. Eventually, when a bridge is constructed, we would create an educational walking loop.

Waterwheel Park was also an area discussed however, with the construction ongoing, we may have to wait to evaluate it as an appropriate location. This park was of interest due to the stream, proposed poetry ring and possible future gazebo.

The committee felt the proposal was appropriate and has recommended the proposal to the Village Council for consideration. It was also requested that any educational information placed on the symbol be subject to review by the VC or Staff.

RECOMMENDATION

Discussion



0:03

-0:18

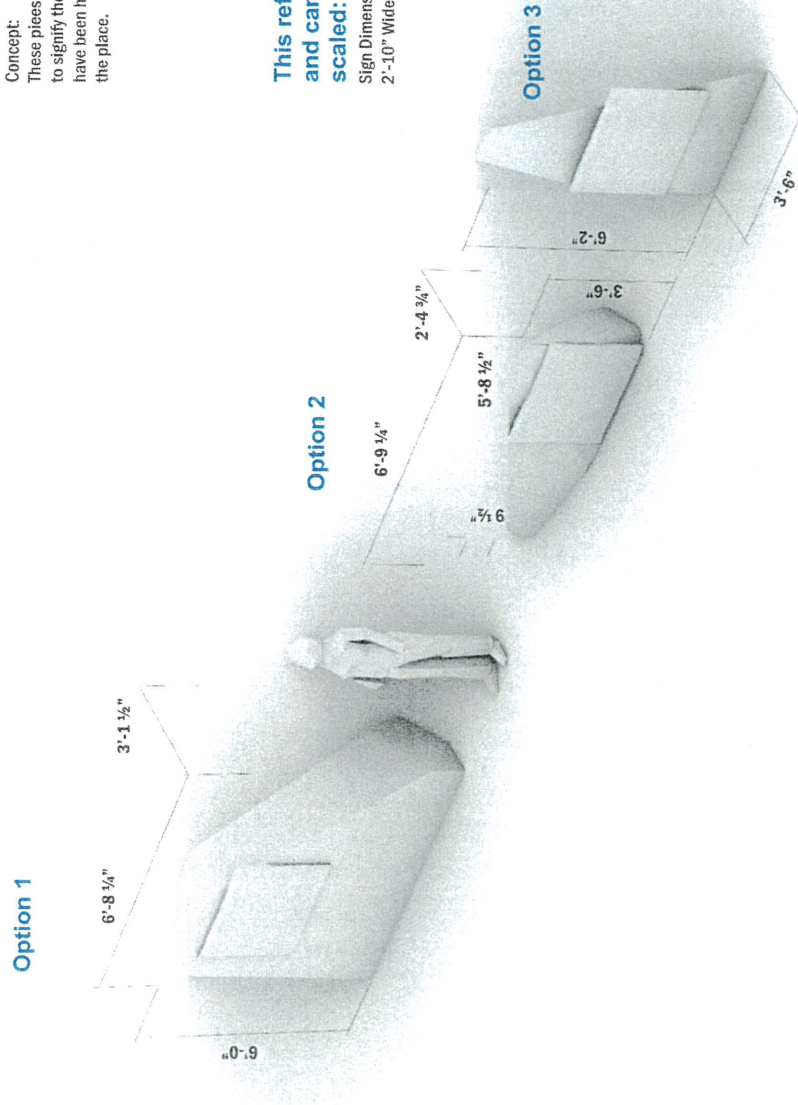
Traverse City Signage Rendering



Concept:
These pieces are intended to appear as stones to signify the people indigenous to this area have been here much longer than the "history" of the place.

This refers to the plaques and can be changed or scaled:

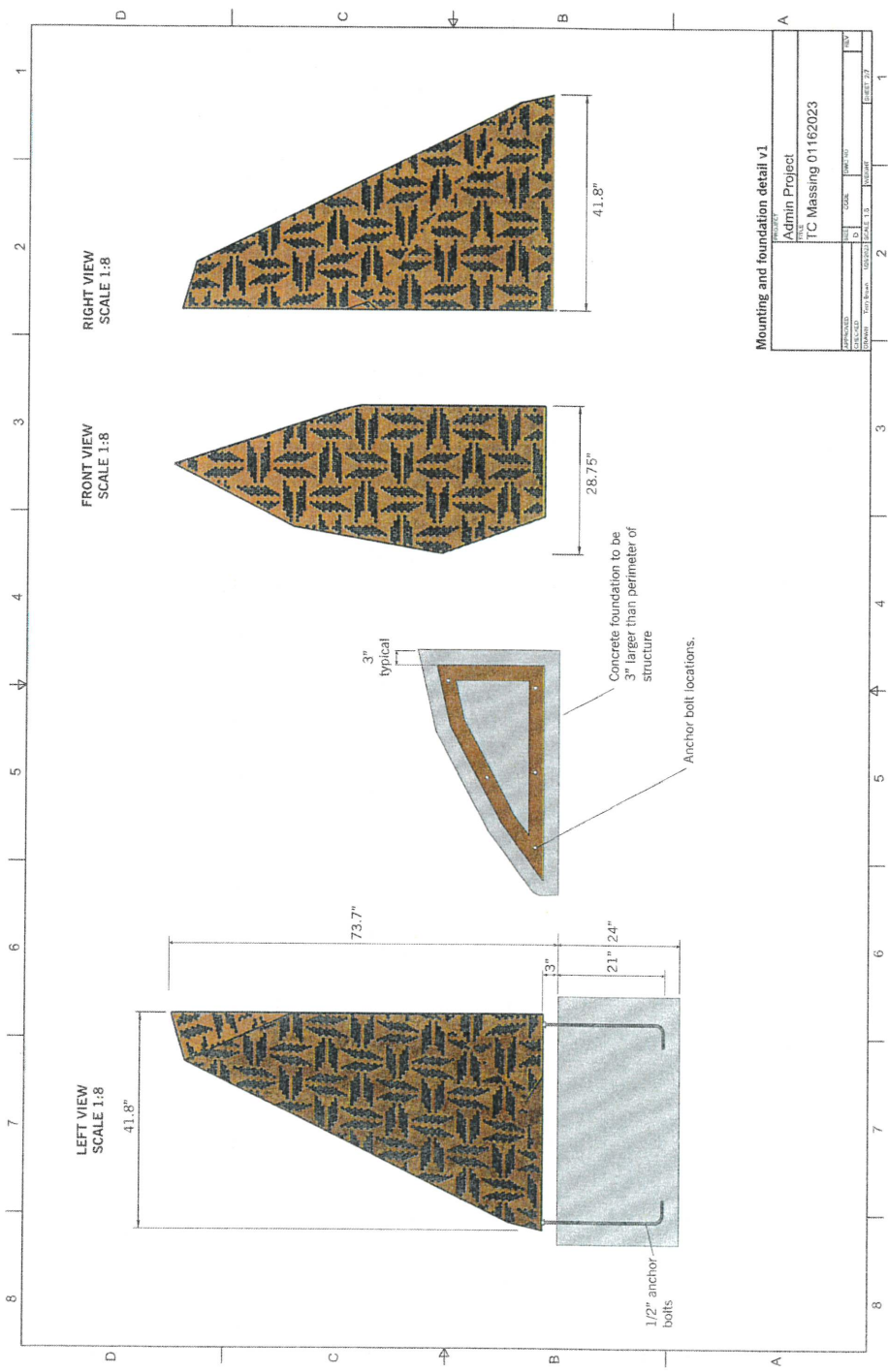
Sign Dimensions:
2'-10" Wide x 2'-7" High



Option 1

Option 2

Option 3



Mounting and foundation detail v1

PROJECT		Admin Project	
DATE		TC Massing 01162023	
APPROVED	DATE	DESIGN	DATE
DESIGNED	DATE	REVISION	DATE
DRAWN		SCALE	SCALE 1:8
SHEET		SHEET 29	

Kchi Wiikwedong Anishinaabe History and Culture Signage: Suttons Bay Proposal

Proposal

The Kchi Wiikwedong Anishinaabe History Project seeks approval to install a new sign on Village property in Suttons Bay. The sign will become an asset and property of the Village.

The Kchi Wiikwedong Anishinaabe History Project is coordinated by Emily Modrall under the auspices of (and through fiscal partnership with) the Traverse Area Historical Society. The Grand Traverse Band of Ottawa and Chippewa Indians Tribal Council has approved the project and acts as a project partner. All decisions related to the signage – design and text – are made by Anishinaabe collaborators, including an advisory group of Grand Traverse Band elders. The Culture and Language Department of the Grand Traverse Band will provide language translation for the signs.

Signage text will convey Anishinaabe teachings and history related to specific sign locations. Where place names are known they will appear on the signs.

Signs are made up of a three-dimensional steel form and a bronze plaque with bilingual text ("Traverse City Signage Design Proposal," attached). The steel is perforated; the perforation pattern represents Anishinaabe beadwork ("Sign Still," "Anishinaabe Rocks," attached).

The sign designer created three forms ("Traverse City Signage Design Proposal," Options 1-3, attached). One form will be chosen for each location; the choice will be based on context and any restrictions. Please note: all forms (Options 1-3) can be modified to ¾-scale or ⅔-scale dimensions to reduce height, mass, or footprint.

Signs will be mounted on concrete pads that slightly exceed the size of the sign's footprint providing an 'apron' around the base of the sign ("Anishinaabe Rocks," attached). Signs will be mounted roughly 3" above the level of the concrete to allow the space under the signs to be cleaned out.


Suttons Bay Sign Site

The Kchi Wiikwedong Anishinaabe History Project works with municipalities to select the most appropriate site for each sign. The Project prioritizes accessibility and safety. In Suttons Bay, a site along the TART trail near the public library or Village Hall would be ideal; alternatively, a site at the Waterwheel Park at a safe distance from the street would be advised.

Fabrication, Installation, and Maintenance

The Kchi Wiikwedong Anishinaabe History Project will fund sign fabrication and installation. Each municipality in which a sign is installed will be responsible for sign maintenance which is expected to be minimal. Sign design, fabrication, and mounting plans will be given to the municipality in case signs need to be moved, repaired, or replaced in the future.

Emily Modrall: 231-620-8884, emily.modrall@gmail.com

		VILLAGE OF SUTTONS BAY REPORT VSB -2023 - 21	
Prepared:	March 14, 2023	Pages:	1 of 2
Meeting:	March 20, 2023	Attachments:	<input type="checkbox"/>
Subject:	Personnel Policy Changes		

PURPOSE: To consider the following changes to the personnel manual as recommended by the Committee.

1. Paid Holiday Adjustments

The committee discussed various adjustments to the paid holiday portion of the manual, which in part, included:

- a. Replacing Columbus Day with Indigenous People Day.
- b. Adding Juneteenth to the federal holiday list.

RECOMMENDATION

Following discussion by the committee it was recommended to adopt these changes to the personnel manual.

2. Part Time - Paid Holiday

In addition to the recommended and overdue changes to recognize both Indigenous Day and Juneteenth, further discussions on part time holiday pay also took place.

The committee discussed various incentive-based adjustments to the paid holiday portion of the manual, which in part, included offering part time employees holiday pay. In reviewing Leelanau and Grand Traverse County employee manuals, part time employees are offered paid holidays (8 hours) provided; they were scheduled to work that day.

To explain further, if a part-time employee is not scheduled to work on Mondays and the Holiday falls on a Monday, the employee will not receive pay for that day. However, if the Holiday falls on a Tuesday and that is the regularly scheduled day for the employee to work, the employee would be paid for the holiday. The amendment would reflect that below:

FULL-TIME	PART TIME
10 holidays	5 Holidays (if scheduled to work that day)
8- hours (max pay)	8- hours (max pay)

RECOMMENDATION


Following discussion by the committee it was recommended to adopt these changes to the personnel manual.

3. Part-Time - Paid Time Off

Part-time employees will be awarded ten (10) days PTO each year on January 1st. There is no carryover of PTO allowed; any PTO hours not used during the calendar year will be forfeited. Unused PTO that has not been forfeited is payable upon separation of employment based upon employee's regular rate of pay, on a prorated basis.

RECOMMENDATION

Following discussion by the committee it was recommended to adopt these changes to the personnel manual.

		VILLAGE OF SUTTONS BAY REPORT VSB -2023-22	
Prepared:	March 14, 2023	Pages:	1 of 2
Meeting:	March 20, 2023	Attachments:	<input type="checkbox"/>
Subject:	Managers Update		

HARRY GOLDSON MEMORIAL CONCERT

We are working with Piper Goldson regarding a memorial benefit concert at Marina Park. We do not allow these types of events at this park any longer; however, this one-time benefit concert is an exception. Mr. Harry Goldstein traditionally felt that the Marina Park beach was the perfect backdrop / location for the historic Jazz Festival. The concert is planned to take place on July 8, 2023.

MASTER PLAN REVIEW

The Village Council authorized the distribution of the Master Plan for its mandatory review period. I would encourage everyone to review the plan and ensure that the plan reflects your vision for the future of this community.

LEELANAU HILLS/BAYVIEW

A minority owner of the Leelanau Hills project has/had hired an attorney to represent himself in a potential lawsuit against the village. The village will continue its stance that the matter is of a civil nature between the owners of the PUD project. We have not heard back since our attorney responded. No discussions regarding this project should take place however, we will keep you posted.

MARINA MASTER PLAN

An RFP was sent to various firms that have experience in drafting marina plans. The new plan will allow us to prepare (budget) for future improvements. One goal that will be included in the plan will be to replace the marina bathroom/showers.

WATERWHEEL PARK

Meetings with GEI consultants, Watershed representatives and others to determine possible funding sources have been ongoing. GEI has also reached out to the State to begin discussions for permitting and understanding a timeframe. Stay tuned.

DOWNTOWN DEVELOPMENT AUTHORITY

Research into consultants to assist the DDA with decision making has been initiated. The cost of the consultant will come from the yearly tax capture.

INTERGOVERNMENTAL AGREEMENT / SEWER & WATER ORDINANCES

The reasoning for rescinding the intergovernmental agreement is well documented. As are the reasoning for choosing the villages sewer/water ordinances to update. In my opinion, they were /are among the villages most vulnerable and no longer support the best interest of this community. Staff will continue to

VILLAGE COUNCIL

move forward as planned, protecting our village residents, first and foremost. Once we have addressed or vetted all concerns, we will switch focus to working with the Township.

SUTTONS BAY TOWNSHIP NEED FOR SEWER

Despite the spirited efforts over the past few months to have the village council believe that projects located outside the village are dependent on village services, that simply is not the case. As with all rural communities (Bingham, Suttons Bay, etc), the Township allows residential projects in rural areas of their community for the simple fact that projects can utilize their own methods of water and sewage disposal.

PLANNING COMMISSION /ZBA TRAINING

We have contacted a planner who provides trainings and refresher courses to new officials, planning commissioners and zoning board of appeals members for a proposal. This training is intended to educate everyone on the laws that govern their roles.

JOINT MEETING SUGGESTED

In the past, I have encouraged communities to hold joint meetings amongst themselves (and others) to ensure everyone is working towards similar goals. The intent in doing so, is to ensure the recommending body (Planning Commission) and the legislative body (Village Council) are sharing the same future vision for the community. Should the VC be open to such a meeting, we will schedule it accordingly.

Following a joint meeting with the planning commission, I would suggest that the village council hold a meeting with the Zoning Board of Appeals. The discussion would/should focus on procedure, expectations beyond the ZBA and understanding their role.