



VILLAGE OF SUTTONS BAY  
Village Council Regular Meeting  
420 N. Front Street, Suttons Bay, MI 49682  
Monday September 21, 2026, 5:30 p.m.

Agenda

1. Regular Meeting Called to Order
2. Roll Call
3. Consent Agenda
  - a. Approval of August 17, 2026 regular meeting minutes
  - b. Payment of Invoices
4. Agenda Approval
5. Public Comment / Communication (please limit to no more than three (3) minutes)  
  
See enclosed correspondence.
6. Unfinished Business
7. New Business
  - a. Manager's Annual Review
  - b. Report VSB-2026-20 Manager's 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](mailto:suttonsbay@suttonsbayvillage.org) as soon as possible.



VILLAGE OF SUTTONS BAY  
420 N FRONT STREET, SUTTONS BAY, MI 49682  
VILLAGE COUNCIL  
MEETING MINUTES OF August 17, 2026

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

Present: Bahle, Christensen, Lutke, Perkins, Suppes & Yoder

Absent: Smith

Staff present: Larrea & Miller

Guests: 10

**Consent Agenda**

Bahle moved, Yoder seconded, CARRIED, to approve the consent agenda as presented. The July 20, 2026 Village Council meeting minutes are approved. The payments for invoices are approved. Ayes: 6 No: 0. Absent-1

**Conflict of Interest: None**

**Agenda approval**

Bahle moved, Suppes seconded to approve the agenda as presented.

Ayes: 6 No: 0 Absent 1

**Public comment/Communications:**

- Bill Queen spoke regarding the speed, traffic, condition of the Elm Street bridge and road.
- Mike Jarvis spoke regarding the condition of the Elm Street Bridge.
- Judy Walters read correspondence from Matt Farquhar regarding the Elm Street Bridge, pedestrian safety and traffic calming measures.
- Judy Walters spoke regarding pedestrian safety and slowing down the traffic.
- Chava Bahle spoke about communication, listening to each other and it is up to us to change the world and let go of judgment.
- Kathy Egan stressed collaboration with outside agencies.

**New Business:**

**Report VSB-2026-18 Culvert Proposal-Manager's Update**

President Lutke explained to the public the Manager's report, outlining the recommendation from the General Service Committee for a hydrological study; that this study does not affect the plans for Elm Street, the projected cost of the Elm Street project and funding sources as they apply to

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fish passages. Lutke noted that the culvert identified in the area of the flooding that occurred in April is not listed in the hydrological study.

Larrea stated that the Village has been working with an engineer on the Elm Street improvements and that no pedestrian improvements have been addressed on that area of Elm Street.

Bahle stated that he is not supportive of the hydrological study but he does want the conversations started with the various stakeholders.

Yoder noted a point of order and stated the item on the agenda is the proposal for a hydrological study.

Bahle moved, Perkins seconded, to move forward with a hydrological study.

Discussion:

Yoder noted that historically the policy of this office has been to research, review and recommend. He feels this has worked well in the past.

Christensen she is confident that the Manager and engineers are working towards the Elm Street improvements. She noted that pedestrian safety is a high priority and she is thankful for the comments made this evening. She knows there are infrastructure challenges and is a strong proponent of wetland protection. She stated she is open to a future study that focuses on hydrology but not this specific proposal from 2020. She would rather see a Village led study based on coordinated input from Village staff and Council Reps. to determine the scope of the project as it applies to the village.

Suppes recognizes the need for Elm Street repairs however is not in favor of a hydrological study and defers to the Village Manager.

Perkins stated that the study is step one to get the data.

Karl noted that at some point we will need to do the hydrological study but does not have anything to do with Elm Street.

Lutke stated he appreciated the public interaction but Elm Street is the focus.

Lutke called the question. Roll Call Vote: Yoder-No, Suppes-No, Perkins-Yes, Bahle-No, Christensen-No, Lutke -No. Ayes: 1 No: 6. Absent-1 Motion Failed.

**Staff Reports:** Manager stated the Village has received a grant towards the shoreline restoration project in the amount of \$91,877.00. He added he is negotiating with the Sheriff's Department on a three-year contract for services.

**Planning Commission Report:** No report.

**Good of the Order:** Trustee Christensen stated there was good conversation tonight and hopes for a solution on the pedestrian safety on Elm Street. Christensen was excused from the meeting at 6:15 p.m.

Suppes would like to see a way to slow down traffic on Elm Street. Lutke would like to see this topic on the next meeting for more discussion.

Perkins would have liked to see the Hydrological study approved.

Bahle stated that the Township and the County would have helped fund the study in 2020. He also asked that council member requests for agenda items be allowed.

**Public Comment-** Bill Crackel asked if we contacted the drain commission for input on a hydrological study.

Kathy Egan does not support blocking topics and asked why the council was not looking at the whole watershed.

Kate Fairman is concerned with pedestrian safety on Elm Street especially if there is future development.

Sharon Sutterfield said her take is the council did not close the option of the study, just not right now.

Lynn Brach feels that the Village keeps kicking this can down the road. She would like to see more urgency.

Mike Jarvis appreciates the public service and the process in moving forward.

Bill Queen stressed collaboration and feels the Township will work with the Village

The meeting was adjourned at 6:29 p.m.

Minutes prepared by Dorothy Petroskey, Village Clerk.

| Check Date                    | Check    | Vendor Name                   | Description                              | Amount    |
|-------------------------------|----------|-------------------------------|------------------------------------------|-----------|
| Bank GEN FIFTH THIRD CHECKING |          |                               |                                          |           |
| 08/19/2026                    | 48400    | BRAMER AUTO SUPPLY            | SHOP TOWELS                              | 24.61     |
| 08/19/2026                    | 48401    | DC COLLECTIVE GROCER          | OFFICE SUPPLIES                          | 14.46     |
| 08/19/2026                    | 48402    | LEELANAU ENTERPRISE           | PUBLIC NOTICES                           | 1,352.35  |
| 08/19/2026                    | 48403    | BAYSHORE OIL & PROPANE        | 1003.2 GALS REC 90 @ 5.00 PER GAL + TAXE | 20,526.38 |
| 08/19/2026                    | 48404    | CITY OF TRAVERSE CITY         | HAZMAT PARTICIPATION FEE JULY 2026-2027  | 395.00    |
| 08/19/2026                    | 48405    | THE HOME CITY ICE COMPANY     | 130 BAGS ICE + DELIVERY                  | 290.50    |
| 08/19/2026                    | 48406    | KDP RETIREMENT PLAN SVCS, INC | TESTING/ANNUAL COMPLIANCE/RETURN         | 270.00    |
| 08/19/2026                    | 48407    | MAPLE RIVER DIRECT MAIL       | 2026 TAX BILLS                           | 393.55    |
| 08/19/2026                    | 48408    | STATE OF MICHIGAN MDARD       | CASE NO. 6498708072026                   | 600.00    |
| 08/19/2026                    | 48409    | MR CLEAN                      | JULY CLEANING SERVICE                    | 340.00    |
| 08/19/2026                    | 48410    | NORTHERN MICHIGAN GLASS       | 1/4 X 26 CLEAR POLYCARBONATE             | 51.80     |
| 08/19/2026                    | 48411    | TC RENTALS, INC.              | STUMP GRINDER RENTAL                     | 670.00    |
| 08/19/2026                    | 48412    | BLUE WATER SOLUTIONS          | BADGER ENCODER/CONNECTOR                 | 133.35    |
| 08/21/2026                    | 20056(E) | CHERRYLAND ELECTRIC           | 1522 RICHTER AUGUST 2026                 | 169.91    |
| 08/21/2026                    | 20057(E) | DTE ENERGY                    | MULTIPLE AUGUST 2026                     | 699.64    |
| 08/21/2026                    | 20058(E) | AMAZON                        | MARINA SUPPLIES                          | 28.98     |
| 08/21/2026                    | 20059(E) | AMAZON                        | MARINA SUPPLIES                          | 52.96     |
| 08/21/2026                    | 20060(E) | AMAZON                        | OFFICE SUPPLIES                          | 33.15     |
| 08/21/2026                    | 20061(E) | AMAZON                        | BUILDING AND GROUNDS SUPPLIES            | 70.23     |
| 08/21/2026                    | 20062(E) | AMAZON                        | COMPRESSION COUPLING -UTILITIES          | 28.55     |
| 08/21/2026                    | 20063(E) | AMAZON                        | OFFICE SUPPLIES                          | 58.00     |
| 08/21/2026                    | 20064(E) | BRIGHTSPEED                   | TELEPHONE SERVICE-MULTIPLE AUGUST 2026   | 280.77    |
| 08/21/2026                    | 20065(E) | BRIGHTSPEED                   | TELEPHONE SERVICE-1522 RICHTER           | 227.57    |
| 08/21/2026                    | 20066(E) | FIFTH THIRD BANK              | BANK FEES AUGUST 2026                    | 801.47    |
| 08/21/2026                    | 20067(E) | GFL ENVIRONMENTAL             | 326 FRONT WASTE REMOVAL AUGUST 2026      | 259.29    |
| 08/21/2026                    | 20068(E) | CHARTER COMMUNICATIONS-NATL   | ACCT# 103479401 AUGUST 2026              | 130.00    |
| 08/24/2026                    | 48413    | CROUCH'S RADIATOR SERVICES    | AUTOMOTIVE PARTS- VEHICLE REPAIR         | 120.00    |
| 08/27/2026                    | 20077(E) | MICHIGAN RETAILERS SERVICES   | ID# 46597-001 PREMIUM AUGUST 2026        | 601.66    |
| 08/31/2026                    | 20069(E) | ADOBE                         | CUST# 1224073667 AUG 2026                | 21.19     |
| 08/31/2026                    | 20070(E) | AMERICAN PLANNING ASSOCIATION | ANNUAL DUES 2026                         | 556.75    |
| 08/31/2026                    | 20071(E) | BRIGHTSPEED                   | TELEPHONE SERVICE-MULTIPLE AUG 2026      | 258.63    |
| 08/31/2026                    | 20072(E) | CHARTER COMMUNICATIONS        | 420 FRONT ST AUG 2026                    | 159.99    |
| 08/31/2026                    | 20073(E) | CHARTER COMMUNICATIONS        | 665 FRONT STREET AUG 2026                | 119.99    |
| 08/31/2026                    | 20074(E) | MICHIGAN RETAILERS SERVICES   | ID# 46597-001 AUG 2026                   | 669.69    |
| 08/31/2026                    | 20075(E) | GFL ENVIRONMENTAL             | 1520 RICHTER ROAD AUG 2026               | 380.56    |
| 08/31/2026                    | 20076(E) | WELLS FARGO FINANCIAL LEASING | ACCT# 210000721989 AUG 2026              | 83.79     |
| 09/04/2026                    | 48414    | BRAMER AUTO SUPPLY            | GREASE GUN COUPLER                       | 330.72    |
| 09/04/2026                    | 48415    | FERGUSONS LAWN EQUIP.         | CUST# 7057 BUSHING 56 DIAM               | 28.08     |
| 09/04/2026                    | 48416    | LEELANAU ENTERPRISE           | SYNOPSIS AUGUST                          | 165.80    |
| 09/04/2026                    | 48417    | ABONMARCHÉ CONSULTANTS, INC   | MARINA COMFORT STATION                   | 4,250.00  |
| 09/04/2026                    | 48418    | AYAVON                        | ATG-1000751 SEPTEMBER                    | 266.89    |
| 09/04/2026                    | 48419    | BAYSHORE OIL & PROPANE        | 512.5 GALS REC 90 @ 5.02 PER GAL + TAXES | 12,018.29 |
| 09/04/2026                    | 48420    | BUHR ELECTRIC INC             | MARINA PEDESTAL REPAIRS                  | 1,447.90  |
| 09/04/2026                    | 48421    | BUNEKS HARDWARE               | LITHIUM BATTERIES                        | 9.99      |
| 09/04/2026                    | 48422    | DAVID MILLER                  | MILEAGE- MRVW OPERATORS MEETING          | 171.76    |
| 09/04/2026                    | 48423    | GOOD NATURE GARDENS, INC      | ROUTINE GARDEN MAINTENANCE               | 137.50    |
| 09/04/2026                    | 48424    | HYDROCORP, LLC                | SEPTEMBER B8940000                       | 870.49    |
| 09/04/2026                    | 48425    | MRWA                          | UP CONFERENCE WATER OPERATOR             | 190.00    |
| 09/04/2026                    | 48426    | JACOBS ENGINEERING GROUP, INC | PROJECT# 40472317.17 OCTOBER 2026        | 18,614.29 |
| 09/04/2026                    | 48427    | SECURITY SANITATION, INC      | WW PARK PORTA JOHN SEPT                  | 1,215.77  |
| 09/04/2026                    | 48428    | BLUE WATER SOLUTIONS          | BADGER ENDPOINT CONNECTOR AND COVER      | 178.82    |
| 09/04/2026                    | 48429    | STANDARD INSURANCE COMPANY    | 642946 0117 SEPTEMBER 2026 PREMIUM       | 453.96    |
| 09/04/2026                    | 48430    | USABLEBOOK                    | CUST# 80127 MASTER LOCK VAULT            | 190.29    |
| 09/10/2026                    | 48431    | DC COLLECTIVE GROCER          | STREET SUPPLIES                          | 3.80      |
| 09/10/2026                    | 48432    | NORTHERN BUILDING SUPPLY, LLC | MULTIPLE INVOICES                        | 385.22    |
| 09/10/2026                    | 48433    | FERGUSONS LAWN EQUIP.         | PRIMER BULB                              | 2.42      |
| 09/10/2026                    | 48434    | ABONMARCHÉ CONSULTANTS, INC   | MARINA A DOCK PHASE 1                    | 1,551.00  |

| Check Date | Check    | Vendor Name                     | Description                              | Amount    |
|------------|----------|---------------------------------|------------------------------------------|-----------|
| 09/10/2026 | 48435    | BADGER METER INC                | ANNUAL SERV FEE THRU 7/27                | 1,080.00  |
| 09/10/2026 | 48436    | BAYSHORE OIL & PROPANE          | 1600.2 GALS REC 90 @ 5.02 PER GAL + TAXE | 9,164.34  |
| 09/10/2026 | 48437    | INTEGRITY SOFTWARE SYSTEMS      | ANNUAL EMAIL THREAT PROTECTION/DPW COMPU | 612.50    |
| 09/10/2026 | 48438    | MACHIN ENGINEERING, INC.        | MARINA PIER REPAIR USACE                 | 316.50    |
| 09/10/2026 | 48439    | OLSON & HOWARD, P.C.            | GENERAL MATTERS                          | 31.00     |
| 09/10/2026 | 48440    | PURE WATER WORKS                | WATER/RETURN/FUEL                        | 63.00     |
| 09/10/2026 | 48441    | LEELANAU CTY ROAD COMMISSION    | UNLEADED/LEADED                          | 1,298.17  |
| 09/10/2026 | 48442    | SMITH & JOHNSON, ATTORNEYS      | ZONING LEGAL MATTERS                     | 300.00    |
| 09/10/2026 | 48443    | TRAVERSE CITY RECORD-EAGLE, INC | HELP WANTED AD                           | 300.00    |
| 09/15/2026 | 20078(E) | CONSUMERS ENERGY                | MULTIPLE ACCOUNTS                        | 6,227.61  |
| 09/15/2026 | 20079(E) | CONSUMERS ENERGY                | RELOCATION OF MARINA SERVICE             | 997.99    |
| 09/15/2026 | 20080(E) | CHERRYLAND ELECTRIC             | 1520 RICHTER ROAD SEPT 2026              | 183.23    |
| 09/15/2026 | 20081(E) | DTE ENERGY                      | MULTIPLE ACCTS SEPT 2026                 | 580.53    |
| 09/15/2026 | 20082(E) | AMAZON                          | OFFICE SUPPLIES                          | 43.49     |
| 09/15/2026 | 20083(E) | AMAZON                          | OFFICE SUPPLIES                          | 66.84     |
| 09/15/2026 | 20084(E) | AT&T MOBILITY                   | CELL PHONE-MULTIPLE ACCTS SEPT 2026      | 527.61    |
| 09/15/2026 | 20085(E) | BARN OWL TECH                   | DATA USAGE BWH/WEILHOUSE                 | 39.13     |
| 09/15/2026 | 20086(E) | CHARTER COMMUNICATIONS          | 146 S SHORE DR SEPT 2026                 | 212.49    |
| 09/15/2026 | 20087(E) | CHARTER COMMUNICATIONS          | 326 FRONT ST SEPT 2026                   | 140.00    |
| 09/15/2026 | 20088(E) | FIFTH THIRD BANK                | BANK FEES SEPT 2026                      | 613.63    |
| 09/15/2026 | 20089(E) | CENAGE LEARNING                 | EXCEL TRAINING-OFFICE ASSISTANT          | 835.00    |
| 09/15/2026 | 20090(E) | MICHIGAN STATE UNIVERSITY       | MSU CITIZENS PLANNER                     | 250.00    |
| 09/15/2026 | 20091(E) | ON TIME TELECOM, INC            | CREDIT PACKAGE ROBO CALLS                | 52.00     |
| 09/15/2026 | 20092(E) | PRIORITY HEALTH                 | GROUP 784340 2026 MONTHLY PREMIUM        | 10,333.58 |
| 09/15/2026 | 20093(E) | VISION SERVICE PLAN             | ACCT# 30 017164 001 SEPT 2026 PREMIUM    | 180.05    |

GEN TOTALS:

Total of 82 Checks:

Less 2 Void Checks:

Total of 80 Disbursements:

107,806.45

950.46

106,855.99

## Village Clerk

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**From:** Village Clerk  
**Sent:** Tuesday, August 18, 2026 11:47 AM  
**To:** Rob Larrea  
**Subject:** FW: Aug. 17th Council Meeting

**From:** Judy Walter <jawbrook470@yahoo.com>  
**Sent:** Tuesday, August 18, 2026 10:03 AM  
**To:** Village Clerk <suttonsbay@suttonsbayvillage.org>; Judy Walter <jawbrook470@yahoo.com>  
**Subject:** Aug. 17th Council Meeting

### **Greetings Council Members,**

**This is the second village meeting I have been to. I would like to share a couple of observations.**

- 1. I think council members should use a microphone when speaking! I have found it most frustrating to hear the council members discussion! My observations were, I WAS NOT ALONE IN THIS REGARD.**
- 2. I feel comments from village residents should also be mic. It would be helpful if these individuals stood up and spoke into the mic.**
- 3. Council Members and individuals at speakers table SHOULD NOT BE ON THEIR PHONES DURING THE MEETING.**
- 4. It would be MOST helpful if the council could give a TIME LINE to the Elm St. culvert and sidewalk situation. This nebulous "It's Going To Happen" leaves residents with a MOST hopeless/helpless feeling!. I feel we all know, if we do not schedule and put whatever on our calendars, 'IT DOES NOT HAPPEN!'"**
- 5. So the BIG FIX can not happen tomorrow, has there been any consideration to possible "BAND AIDES" that could improve the safety of this situation?**

**Thanks for your consideration,**

**Judy Walter**

## Speeding on Elm St

From: Judith Walter (jawbrook470@yahoo.com)

To: suttonsbay@suttonsbayvillage.org

Date: Sunday, August 30, 2026 at 07:50 PM EDT

Greetings Council,

This morning in the TC Ticker was an article on the instillation of "SPEED TABLES" on Peninsula Dr, an area of chronic speeders! These tables are temporary and removed when snow plows are in use. They have proven to reduce speeding by more than 50%. Is this something that could be utilized on S. Elm? Thank you for consideration and I would greatly appreciate a response. Concerned Villager, Judy Walter

Sent fro.

|                                                                                   |                    |                               |                          |
|-----------------------------------------------------------------------------------|--------------------|-------------------------------|--------------------------|
|  |                    | <b>VILLAGE OF SUTTONS BAY</b> |                          |
|                                                                                   |                    | <b>REPORT VSB -2026-20</b>    |                          |
| Prepared:                                                                         | September 18, 2026 | Pages:                        | 1 of 2                   |
| Meeting:                                                                          | September 21, 2026 | Attachments:                  | <input type="checkbox"/> |
| Subject:                                                                          | Managers Update    |                               |                          |

#### WASTEWATER OPERATIONAL CONTRACT

My office is in the process of negotiating a 3-year extension with Jacobs to continue to operate our wastewater treatment plant. These discussions, recognize our long-standing partnership and tend to move forward in a fair and professional manner.

#### LAW ENFORCEMENT CONTRACT

My office continues negotiations with law enforcement representatives in an effort to extend the law enforcement contract. Although further discussions are forthcoming, optimism is limited.

#### BOATERS SERVICE AND PUBLIC RESTROOM PROJECT- (GRANT)

The project is currently being constructed and we are on target for a spring completion. We have already had a few challenges, that we have had to work through, such as flooding, dewatering, roof water collection change, and severed Consumers Energy line. Admittedly, this has taken far too much of my time up to this point, however I anticipate that will subside eventually.

#### MARINA "A-DOCK" – (GRANT)

A grant was submitted for "Phase II" of the Marina dock upgrade. This was another successful grant of several hundreds of thousands of dollars to upgrade our docks and remove the old, compromised boat launch. This project went out to bid on August 13<sup>th</sup> and we are expecting bid results soon.

#### COAL DOCK SHORELINE (GRANT)

On August 10, 2026, we received notice that the State of Michigan had granted us an unprecedented \$91,875 to implement a new shoreline protection project with techniques never before implemented on Lake Michigan. There were numerous communities throughout Michigan, including Traverse City, that were vying for the funds we captured. We have begun meeting with the State, as required with any grant, to formulate an implementation plan.

A brief breakdown of the grant includes a 20% Village match of around \$18,000. We were able to include "in kind" staff work of approximately \$5,700 to supplement around \$11,700 in cash. We now have a signed agreement in place with the State and have officially begun the granting process. Our *goal* is to have this project initialized and finalized in April / May of 2027.

#### MARINA DREDGE (x2)

This has been a bit of a process; however, we are now gaining traction towards receiving a marina dredge permit. We will then seek cost estimates and then look at different funding options and budgeting to

dredge the marina in full. In essence, we have two dredge projects planned over the next couple of years. A minor dredge for the implementation of the A-Dock grant and a full marina dredge that is being planned.

#### PORT SUTTON- TART - VILLAGE INITIATIVE

Approximately a month ago, I met with members of the Port Sutton HOA community, who expressed their concerns with traffic speed on M22. The HOA, respectfully requested assistance with improving the safety of the TART crossing on M22 and north of M204. The Village, TART and MDOT had a few discussions, and we are currently working towards a speed analysis (of sorts) at the northern TART crossing.

#### FRONT STREET TWO-WAY

We continue to discuss and evaluate turning a portion of Front Street (Dame to Madison) from a one-way back into a two-way street, as a pilot program of sorts. This should have additional discussion at the VC level, so we will be bringing it forward to the committee at some point.

#### ELM STREET

A walking (audit) discussion with Elm Street residents took place on 9-18-26. The residents that were in attendance were encouraged to ask questions and participate in the discussion. I consider the session a success.

#### ETHICS

I am in the process of reviewing our documents and finding the best fit for an amendment to our VC rules to address recent concerns. There are already various laws in place that address conflict of interest and ethics, however, we are evaluating the best way to approach recent conduct. As previously stated, our rules are not broken and have worked until recently, so we will now expand and clarify.