



VILLAGE OF SUTTONS BAY
Village Council Meeting
420 N. Front Street, Suttons Bay, MI 49682
REGULAR MEETING
Monday August 15, 2022 5:30 p.m.
Agenda

There will also be a Zoom link (which can be found on our website at www.suttonsbayvillage.org) for remote attendance for those members of the public wishing to participate remotely.

1. Regular Meeting Called to Order
2. Roll Call
3. Consent Agenda
 - a. Approval of Minutes -July 18, 2022
 - b. Payment of Invoices
 - c. Tasting Room License Resolution-Gilchrist Farms LLC. (Amendment)
4. Agenda Approval
5. Public Comment / Communication and Reports (please limit to no more than three (3) minutes)
 - a. Correspondence received from Cherry Capital Cycling Club-July 19, 2022
 - b. Correspondence received from Kirk Moll-July 20, 2022
 - c. Correspondence received from Shann Vanderleek-August 5, 2022
6. Unfinished Business
None
7. New Business
 - A. VSB 2022-47 Manager's Update
 - B. VSB 2022-48 Waterwheel Park
 - C. VSB 2022-49 METRO Act Permit Request
 - D. VSB 2022-50 Zoom Meetings
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 JULY 18, 2022

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

Present: Bahle, Case, Christensen, Long, Lutke, and Smith
Absent: Suppes
Staff present: Fay, Larrea and Miller

Consent Agenda

Case moved, Smith seconded, CARRIED, to approve the Consent Agenda as presented. The Village Council meeting minutes of June 20, 2022, are approved. The payment of invoices is approved. Ayes: 6, No: 0.

Agenda approval

Christensen moved, Case seconded, CARRIED, to approve the agenda as presented. Ayes: 6, No: 0.

Public Comment

Lutke recognized the letter in the packet from MSU-E congratulating Jared Pontius on his successful completion of the MSU-E Master Citizen Planner credential.

A written comment was received from Kirk Moll regarding Short Term Rentals.

William Crackel spoke on a drainage and asphalt issue on the east side of St. Mary's Street, as well as parking.

Kristen Crackel is also very concerned about the parking situation on St. Mary's, as well as a dangerous rusted culvert in the area.

Kirk moll inquired about the questions he submitted regarding Short Term Rentals, believing the transfer of licenses should be allowed.

Bill Perkins stated the \$6,000 on a study for 3-way stop is a waste of tax dollars. He further commented on the pavement placed at Water Wheel Park.

Proposal for Water Reliability Study

Bahle moved, Case seconded, CARRIED, to authorize the DPW Director to enter into the attached agreement with Fleis and Vandenbrink as presented, in the amount of \$4,800.00. Ayes: 6, No: 0.

Work Plan –

Case appreciates the Work Plan.

Long asked if the St. Mary's issue mentioned by Crackel is being looked into? Larrea stated he is meeting with Elmers on the concern.

Smith stated the Work Plan is great and asked if it is distributed? Larrea stated the Work Plan is his working document used to keep things on track and is available on the website for anyone who looks at the Council packets.

Christensen sees the Work Plan as a working draft and thinks it is more of an internal document. When things are accomplished perhaps the accomplishments could be put on the website.

Case stated publishing the Work Plan is a double edge sword; it could raise expectations.

Good of the Order

Long stated several people mentioned how good the downtown looks. Great work.

Smith conquered with Long.

Lutke says the beach looks great, totally different.

Public Comment –

Kirk Moll stated the Work Plan is good. He further stated the Zoning Ordinance says fences or bushes should be placed around public parking. He said extremely bright car lights shine directly into his house. Lutke stated he will talk with staff regarding this issue, perhaps adding it to a committee agenda.

Crackel requests better communication regarding issues on the 400 block of St. Mary's. He further agrees that the \$6,000 for a study of the 3-way stop is not necessary.

The meeting adjourned at 5:57 p.m.

Meeting minutes submitted by Shar Fay, Clerk.

Check Date	Check	Vendor Name	Description	Amount
Bank GEN FIFTH THIRD CHECKING				
07/06/2022	18664 (E)	AMAZON	SHARP EL 1801V INK ROLLERS	8.95
07/06/2022	18665 (E)	STATE OF MICHIGAN - TREASURY	MAY 2022 GAS SALES TAX PAID JUNE 2022	579.59
07/06/2022	45926	CENTURYLINK	ACCT# 405593377 JUNE 2022	224.97
07/06/2022	45927	CENTURYLINK	ACCT# 300439566 JUNE 2022	653.94
07/06/2022	45928	ART'S AUTO AND TRUCK PARTS INC	FILTERS/OIL	22.11
07/06/2022	45929	NORTHERN BUILDING SUPPLY, LLC	BEACON HOSTING DEPARTMENTS	2,012.89
07/06/2022	45930	BADGER METER INC	BEACON HOSTING 604 UNITS	72.36
07/06/2022	45931	BAYSHORE OIL & PROPANE	1055.6 REC 90 @ 5.05	20,992.34
07/06/2022	45932	THE COPY SHOP	POSTCARDS-MASTER PLAN 2022	64.00
07/06/2022	45933	JIM DEMOULPIED	ALLEY BRINE	550.00
07/06/2022	45934	ELMER'S	LINCOLN STREET PAVING AREA 1	48,285.00
07/06/2022	45935	GIFFELS WEBSTER	PLANNING SERV 2 OF 6	3,812.50
07/06/2022	45936	GOURDIE-FRASER INC	S/W ORDINANCE REVIEW UPDATE	619.50
07/06/2022	45937	KSS ENTERPRISES	CUST # SB DPW PARK SUPPLIES	234.51
07/06/2022	45938	KAL EXCAVATING CO	ACCT#VIL8000 3 YARDS BARK MULCH	99.00
07/06/2022	45939	GARDEN GOODS	DEWITT DEW RIG-TREE WATERING	107.96
07/06/2022	45940	MR CLEAN	CLEANING SERVICE MAY 2022	340.00
07/06/2022	45941	NEW PIG	CUST# 4848674	374.37
07/06/2022	45942	NORTHWOODS PRINTERS, LLC	LASER AP CHECKS	213.19
07/06/2022	45943	HIGHLAND PRODUCTS GROUP	BIKE REPAIR STAND	2,033.00
07/06/2022	45944	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES-CLR SLEEVES	14.76
07/06/2022	45945	LEELANAU CITY ROAD COMMISSION	UNLEADED/DIESEL THRU JUNE 30, 2022	1,715.52
07/06/2022	45946	SIC METER, LLC	BADGER METERS	1,891.61
07/06/2022	45947	WINDEMULLER	WWTPL PLC UPGRADES	3,960.60
07/06/2022	45948	SIC METER, LLC	METER/WALL COVERS/DIALS	1,819.61
07/12/2022	18666 (E)	BLUE CROSS BLUE SHIELD OF MICH	GR 0070153540001 AUG 2022 PREMIUM	373.29
07/12/2022	18667 (E)	PITNEY BOWES - PURCHASE POWER	ACCT#800090900229933 JUNE USAGE	648.13
07/13/2022	45949	CONSUMERS ENERGY	MULTIPLE ACCTS JUNE 2022	4,377.29
07/13/2022	45950	LEELANAU ENTERPRISE	PUBLICATION-LEGAL ORDINANCE 24	166.65
07/13/2022	45951	ABSOLUTE BUILDING SOLUTIONS	SOUND PANEL INSTALLATION	1,950.00
07/13/2022	45952	BAYSHORE OIL & PROPANE	1659 GAL REC 90 @ 4.94 PER GAL	25,274.61
07/13/2022	45953	DANBROOK ADAMS RAYMOND	SERVICES THROUGH JUNE	325.00
07/13/2022	45954	HERMAN BROTHERS' LAWN CARE	CONTRACTUAL LAWN SERVICE	865.00
07/13/2022	45955	THE HOME CITY ICE COMPANY	CUST# 140 7LB BAGS	242.50
07/13/2022	45956	KDP RETIREMENT PLAN SVCS, INC	2ND QTR ADMIN FEES	270.00
07/13/2022	45957	KWIK PRINT	8.5 X 11 LAMINATED SIGNS	30.00
07/13/2022	45958	LAUTNER IRRIGATION, INC.	ACCT# V5200 PARK IRRIGATION SUPPLIES/CRE	290.57
07/13/2022	45959	MICHIGAN PIPE & VALVE	CUST # 0001710 SUPPLIES	65.25
07/13/2022	45960	JACOBS ENGINEERING GROUP, INC	PROJ # 404723.13 SERV AGREE JULY 2022	14,437.83
07/13/2022	45961	JACOBS ENGINEERING GROUP, INC	PROJ# 404723.13 SERV AGR AUGUST 2022	14,437.83
07/13/2022	45962	INTEGRITY BUSINESS SOLUTIONS	ACCT# 957380 OFFICE SUPPLIES	27.96
07/13/2022	45963	VALLEY CITY LINEN	JUNE 2022	125.00
07/13/2022	45964	VREDEVELD HAEFNER LLC	SERV THROUGH JUNE 2022 ACT 51 RPT	400.00
07/14/2022	45965	LESLIE COUTURIER	ZONING ADMIN AGREE -JULY, 2022	490.00
07/14/2022	45966	LAUTNER IRRIGATION, INC.	BALANCE FROM INVOICES DATED 6/2/22 & 6/8	30.22
07/19/2022	18668 (E)	CHERRYLAND ELECTRIC	ACCT# 8364410 1520 RICHTER JULY 2022	133.52
07/19/2022	18669 (E)	AMAZON	STROBE LAMP REPLACEMENT BULB	25.97
07/19/2022	18670 (E)	GFL ENVIRONMENTAL	ACCT# 002105665 326 FRONT STREET	214.40
07/19/2022	18671 (E)	GFL ENVIRONMENTAL	ACCT# 002105664 1522 RICHTER JULY 2022	257.42
07/19/2022	18672 (E)	PITNEY BOWES	ACCT# 0016108756 POSTAGE SEALING SOLUTIO	25.49
07/19/2022	45967	BRAMER AUTO SUPPLY	CUST# 8571 OIL FILTER/5W30	50.93
07/19/2022	45968	DC COLLECTIVE GROCER	320Z WHITE VINEGAR-PARK WEEDS	1.89
07/19/2022	45969	ART'S AUTO AND TRUCK PARTS INC	CUST# 20090 PARTS FOR AEBI/ONE-TON	104.45
07/19/2022	45970	FERGUSONS LAWN EQUIP.	CUST# 7057 THROTTLE CABLE	74.01
07/19/2022	45971	AIRGAS USA, LLC	ACC#1459542 CYLINDER RENTAL	31.98
07/19/2022	45972	BAYSHORE OIL & PROPANE	421 GAL REC 90 @ 4.47, MARINA	2,172.78
07/19/2022	45973	BS&A SOFTWARE	CUST # SUTTVLGLLEEL ANNUAL SUPPORT FEES	2,900.00

Check Date	Check	Vendor Name	Description	Amount
07/19/2022	45974	CAPITAL STONE	OUTCROPPING STONES-WATERWHEEL PARK	2,000.00
07/19/2022	45975	HAMPEL'S INC	DPW DOOR LOCK REPAIR	245.00
07/19/2022	45976	THE HOME CITY ICE COMPANY	ICE BOX RENTAL 2022	365.00
07/19/2022	45977	MAPLE RIVER DIRECT MAIL	PROCESS TAX BILLS	59.99
07/19/2022	45978	PEARLESS MIDWEST INC.	CUST# 24055 ANNUAL WELL/PUMP MAINTENANCE	1,200.00
07/19/2022	45979	PRINTING SYSTEMS, INC	ACCT# 1033 UTILITY BILLS CARD STOCK	268.58
07/19/2022	45980	PURE WATER WORKS	5 GAL WATER	43.50
07/19/2022	45981	SECURITY SANITATION, INC	MARINA PORTA JOHN RENTAL	1,565.00
07/19/2022	45982	STEVE ALGUIRE	MARINA PARK WILLOW-FORESTRY CONSULTANT	228.00
07/19/2022	45983	TIME WARNER CABLE	103479401 JULY 2022 1522 RICHTER ROAD	127.97
07/20/2022	45984	MICHIGAN MUNICIPAL LEAGUE	2ND QTR 2022 UNEMPLOYMENT CONTRIBUTION	6.30
07/27/2022	18673 (E)	ADOBE	SOFTWARE UPDATE TREASURER	179.88
07/27/2022	18674 (E)	ADOBE	SOFTWARE UPDATE MNGR AUGUST	15.89
07/27/2022	18675 (E)	AMAZON	MICROSTROBE AMBER LIGHT	129.75
07/27/2022	18676 (E)	AMAZON	GOOGLE NEST CAM INDOOR	255.98
07/27/2022	18677 (E)	CHARTER COMMUNICATIONS	ACCT# 8245121220022588 146 S SHORE	182.96
07/27/2022	45985	DTE ENERGY	MULTIPLE ACCTS-JULY 2022	429.95
07/27/2022	45986	AT&T MOBILITY	ACCT # 287304252169 JULY 2022	490.08
07/27/2022	45987	BAYSHORE OIL & PROPANE	617.8 GALS @ 4.47 REC 90	17,221.37
07/27/2022	45988	BURNS ROD WELDING	DOCK REPAIR-NORTH PARK	8,868.60
07/27/2022	45989	MI WATER ENVIRONMENT ASSOC	MEMBER #1646 DUES	80.00
07/27/2022	45990	PRIORITY HEALTH	GROUP 784340 S001, AUG PREMIUM	7,999.86
07/27/2022	45991	PRIORITY HEALTH	3-GALS/COOLER FSC	7,999.86
07/27/2022	45992	PURE WATER WORKS	PORTA JOHN RENTAL BAHLE JULY 2022	23.00
07/27/2022	45993	SECURITY SANITATION, INC	2" BADGER METER-INSTALL ITEMS	110.00
07/27/2022	45994	SIC METER, LLC	WSSN# 6500 ROUTINE TESTING JUNE 2022	1,237.35
07/27/2022	45995	SOS ANALYTICAL	642946 0117 AUG 2022 PREMIUM	125.00
07/27/2022	45996	STANDARD INSURANCE COMPANY	CUST# 1000090171 COPIER LEASE	502.67
07/27/2022	45997	WELLS FARGO FINANCIAL LEASING	MULTIPLE ACCTS-JULY 2022	72.92
07/27/2022	45998	DTE ENERGY	ACCT # 287304252169 JULY 2022	0.00
07/27/2022	45999	AT&T MOBILITY	617.8 GALS @ 4.47 REC 90	429.95
07/27/2022	46000	BAYSHORE OIL & PROPANE	DOCK REPAIR-NORTH PARK	490.08
07/27/2022	46001	BURNS ROD WELDING	MEMBER #1646 DUES	17,221.37
07/27/2022	46002	MI WATER ENVIRONMENT ASSOC	GROUP 784340 S001, AUG PREMIUM	8,868.60
07/27/2022	46003	PRIORITY HEALTH	3-GALS/COOLER FSC	80.00
07/27/2022	46004	PRIORITY HEALTH	GROUP 784340 S001, JULY (CHK 45913 LOST)	7,999.86
07/27/2022	46005	PURE WATER WORKS	PORTA JOHN RENTAL BAHLE JULY 2022	7,999.86
07/27/2022	46006	SECURITY SANITATION, INC	2" BADGER METER-INSTALL ITEMS	23.00
07/27/2022	46007	SIC METER, LLC	WSSN# 6500 ROUTINE TESTING JUNE 2022	110.00
07/27/2022	46008	SOS ANALYTICAL	642946 0117 AUG 2022 PREMIUM	1,237.35
07/27/2022	46009	STANDARD INSURANCE COMPANY	CUST# 1000090171 COPIER LEASE	125.00
07/27/2022	46010	WELLS FARGO FINANCIAL LEASING	MULTIPLE ACCOUNTS JULY 2022	502.67
08/05/2022	46012	CONSUMERS ENERGY	ACCT# 300439566 JULY 2022	72.92
08/05/2022	46013	CENTURYLINK	ACCT# 405593377 JULY 2022	5,240.38
08/05/2022	46014	CENTURYLINK	POLICE PERSONNEL/MILEAGE APRIL 22	673.28
08/05/2022	46015	COUNTY OF LEEANAU	VIL10 MULTIPLE INVOICES	226.72
08/05/2022	46016	NORTHERN BUILDING SUPPLY, LLC	CUST# 7057 EQUIPMENT SUPPLIES	18,888.50
08/05/2022	46017	FERGUSONS LAWN EQUIP.	1040.3 GALS REC 90 @ 4.25	45.27
08/05/2022	46018	LEEANAU ENTERPRISE	PLANNING SERVICE 3 OF 6	66.90
08/05/2022	46019	BAYSHORE OIL & PROPANE	GARDEN MAINTENANCE-ADMIN OFFICE	9,937.42
08/05/2022	46020	GIFFELS WEBSTER	106 BAGS OF ICE/DELIVERY CHG	3,812.50
08/05/2022	46021	GOOD NATURE GARDENS, INC	TREND MICRO/LOGMEIN REMOTE ACCESS	142.50
08/05/2022	46022	THE HOME CITY ICE COMPANY	WATER SAMPLING UPS/MILEAGE REIMBURSEMENT	186.40
08/05/2022	46023	INTEGRITY SOFTWARE SYSTEMS	5002750-22, INSTALL#2 2022-23	376.70
08/05/2022	46024	ROBERTO LARREA	WELLHOUSE REPAIRS PS	85.08
08/05/2022	46025	MI MUNICIPAL LEAGUE WORKERS CO	REFUND-TRANSIENT SLIP	1,058.00
08/05/2022	46026	DANIEL PETROSKEY	JUNE 2022 CLEANING SERVICE	75.00
08/05/2022	46027	MELISSA KILBOURN		1,224.00
08/05/2022	46028	MR CLEAN		340.00

Check Date	Check	Vendor Name	Description	Amount
08/05/2022	46029	MUNICIPAL UNDERWRITERS OF WEST	2022-2023 ANNUAL INSURANCE PREMIUM	19,271.00
08/05/2022	46030	NORTHERN SPRINKLERS	SERVICE CALL-REPAIRS	100.00
08/05/2022	46031	JACOBS ENGINEERING GROUP, INC	PROJ#404723.13 SERV AGRMT SEPT 2022	14,437.83
08/05/2022	46032	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	31.46
08/05/2022	46033	SARA KOPRIVA	PLANNING SERVICES JUNE/JULY 2022	247.50
08/05/2022	46034	SONDEE, RACINE & DOREN	CLIENT#6027-00 JUNE 2022	1,584.72
08/05/2022	46035	STEVE ALGUIRE	WILLOW TREE-MARINA PARK-FORESTRY CONSULT	209.00
08/05/2022	46036	TKS SECURITY	ANNUAL SUPPORT -3 LOCATIONS	360.00
08/05/2022	46037	USABLUEBOOK	CUST# 820127 PFAS SUPPLY	148.33
08/05/2022	46038	VALLEY CITY LINEN	JULY 2022 STATEMENT	100.00
08/05/2022	46039	WINDEMULLER	CUST# VILSUTT INV #2 PLC CONTRACT	7,921.20
08/09/2022	46040	DC COLLECTIVE GROCER	7LB ICE	61.63
08/09/2022	46041	BAYSHORE OIL & PROPANE	1461.5 GAL REC 90 @ 4.14 PER GAL	10,192.28
08/09/2022	46042	BUNEKS HARDWARE	HYDRAULIC CEMENT-SEWER REPAIR	65.96
08/09/2022	46043	ELMER'S	CUST 3 510097 SB MARINA STONE REVENTMENT	37,650.00
08/09/2022	46044	FLEIS & VANDENBRINK ENGINEERING	PROJ# 842140 WHPP SERVICES USDA	2,400.00
08/09/2022	46045	NETLINK BUSINESS SOLUTIONS	3-MO. MAINTENANCE AGREEMENT 1522 RICHTER	590.86
08/09/2022	46046	OUTSIDE EDGE CONCRETE CONSTRUCTION	5' X 240 FT SIDEWALK WEST STREET	9,450.00
08/09/2022	46047	PURE WATER WORKS	2-GAL/DEPOSIT/SUPPLIES	31.00
08/09/2022	46048	JORGE CAMACHO	OUTSIDE & INSIDE WINDOW WASHING	375.00
08/10/2022	18678 (E)	STATE OF MICHIGAN - TREASURY	JULY GAS SALES TAX PAID AUGUST 2022	1,794.44
08/10/2022	18679 (E)	CHERRYLAND ELECTRIC	ACCT# 8364410 AUGUST 2022	125.14
08/10/2022	18680 (E)	BLUE CROSS BLUE SHIELD OF MICH	GR 007015354 0001 SEPT 2022 PREMIUM	373.29
08/10/2022	18681 (E)	CHARTER COMMUNICATIONS	ACCT# 8245121220023735 665 FRONT	79.98
08/10/2022	18682 (E)	GFL ENVIRONMENTAL	ACCT# 002105664 1520 RICHTER ROAD	257.42
08/10/2022	18683 (E)	GFL ENVIRONMENTAL	ACCT# 002105665 326 FRONT	214.20
08/10/2022	18684 (E)	PITNEY BOWES - PURCHASE POWER	ACCT# 48781422 AUGUST 2022	201.00
08/10/2022	18685 (E)	VISION SERVICE PHAN	ACCT# 30 017164001 AUGUST 2022 PREMIUM	205.06
08/10/2022	46049	AIRGAS USA, LLC	ACCT#1459542 OXYGEN/ARGON	32.81
08/10/2022	46050	BADGER METER INC	BEACON HOSTING 603 UNITS JULY 2022	36.18
08/10/2022	46051	HERMAN BROTHERS' LAWN CARE	JULY 2022 MOWING SERVICES	1,140.00
08/10/2022	46052	LEELANAU CITY ROAD COMMISSION	JULY 2022 GAS PURCHASES	1,514.80
08/10/2022	46053	SECURITY SANITATION, INC	WATERWHEEL PORTA JOHN JULY 2022	110.00
08/10/2022	46054	USABLUEBOOK	CUST#820127 HDPE PFAS BAILERS	154.65

GEN TOTALS:

Total of 151 Checks:
Less 15 Void Checks:

Total of 136 Disbursements:

413,317.53
47,052.27
366,265.26



Local Government Approval For Off-Premises Tasting Room License
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new Off-Premises Tasting Room License application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)

Moved by _____ and supported by _____

that the application from Gilchrist Farm LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW OFF-PREMISES TASTING ROOM LICENSE**

to be located at: 417 N. St. Josephs, Suttons Bay, Mi. 49682

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval For Off-Premises Tasting Room License
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new Off-Premises Tasting Room License application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Village of Suttons Bay council/board
(regular or special) (township, city, village)
called to order by Christensen on 4-18-22 at 5:30 pm.
the following resolution was offered: (date) (time)
Moved by Rahle and supported by Case
that the application from Elizabeth & Marc Huntoon
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW OFF-PREMISES TASTING ROOM LICENSE**

to be located at: 417 N. St. Joseph St Suttons Bay, MI 49682

It is the consensus of this body that it recommends this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: 5
Nays: 0
Absent: 2

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Village of Suttons Bay
council/board at a regular meeting held on April 18, 2022 (township, city, village) (date)
Shar Fay (regular or special)
Print Name of Clerk Shar Fay Signature of Clerk Shar Fay Date 4-19-22

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059



PO Box 1807
TRAVERSE CITY, MI 49685-1807

cherrycapitalcyclingclub.org

July 19, 2022

Mr. Rob Larrea AICP
Village Manager
Village of Suttons Bay
420 N. Front Street
P.O. Box 395
Suttons Bay, MI 49682

Dear Mr. Larrea,

What a wonderful project and what a great surprise for a member of our Grants Committee to find your Bike Fix-it Station in place and proudly displaying the CCCC donation sticker during the Tour de TART on Friday 7/15; even before we have paid you for the purchase!

So here is the payment for the purchase, as promised. Thanks for applying for this grant. Our members and hundreds of other bikers will benefit from this. We are proud to have been part of it.

Hope the summer is going well for the Village.

Kindest Regards,

A handwritten signature in blue ink, appearing to read "Al Bonney", with a long horizontal flourish extending to the right.

Al Bonney
CCCC Grant Chair

Cc: M. Vander Linden, T. Kirchner, S. Mitton

Dorothy

From: kirk moll <redbrickdevelopment@hotmail.com>
Sent: Wednesday, July 20, 2022 5:18 PM
To: Dorothy
Subject: RE: Village council question /request /meeting 7/18/2022

Hi Dorothy

First of all I do appreciate the council ,you, and Rob issuing me the st license permit without it becoming a big debate. For what its worth an opinion on the overall subject and number of them .

On the macro of the st permits once you passed the 2017 ordinance allowing them in essence your promoting them and safeguarding me to use an example that it is safe if you follow the rules to buy a home/renovate it for that end use . That can be by me or someone I sell the home to seeking to use it as a second home and rent it some to a full investor who just wants to do the st rental .

What occurs since your 2017 ordinance is issued is more tourists stay in a town with zero hotel rooms , spend money downtown , and all the homes in the village values go up /your tax base goes up etc Those are some positives.

On the flip you have many primary residence folks who grew up here , feel there is a lessened sense of community , more vehicles , don't know your neighbors .In addition if the home was willed to you or even if you bought it but intend to will it/pass it on you don't care much that ST rentals increased your home value. Your kids might if they don't intend to keep it but basically these are the things I do hear and understand these as their main objections to the st rentals .

It therefore becomes as all group things impossible totally please everyone .

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Some background in my case I bought the oldest [per kathy firestone] still standing home in the village that was a hotel/bar and livery. It had been vacant for over two years had peeling faux brick and backer board . Debris , no hot water , seven bedrooms and a bathroom wedged into a half bath size , rodents, no heat in some interior living spaces , holes in plaster , and a wall that fell through the kitchen floor and was sitting on dirt in the short crawlspace ,, I could add much more but the point is a lot of history very much interest in saving it from the Leelanau historical folks and many neighbors whose ancestors bar tended their /lived their on and on .

By any definition though it was "Blight" is my point and although not required the village works with me because of the historic part the blight part should matter. It wasn't something in particular with labor shortages that could be renovated quickly but it was known by the village since 2020 I was doing and the layout and this location [why a hotel] isn't very home friendly [adjoining parking /no garage/ adjoining what bill case called the snow dump at a council meeting] but low st rental impact compared to most others . I am a developer /contractor not much on being a landlord that was always plan B if it didn't sell .My location /floor plan/design is geared to its best allowed use as a short term rental .

As I get it completed and listed for sale the next day I signed the listing the st moratorium gets added [6/16/22] to the agenda for a approval vote on Monday 6/20/22 .Those are just the dates /facts on timeline . I had three buyers in that short time when listed at the original price .Once we informed them of the yet not posted st moratorium they declined to purchase .Since then I have lowered the price \$40,000 and have today two more buyers who mention the moratorium as the reason they have not sent in a offer .Both maybe are weighing if 30 days how much or at all less then they are willing to pay for it. That is what I hear at least via text but nothing written up as an offer . .The previous was yes with st allowed total no interest period without the st permit .Last ,no owner occupied buyers have expressed a solid interest .

.....
Now my questions your e mailing back on /appreciated as always ,, I know what it says however the reason for the moratorium is as your pointing out is the number of them /percentage . Since I have the st permit a new owner buying my house for the same purpose does not increase the number of st rentals/or percentage of them . The village is amending your ordinance that allows them so they could then amend this ,but it may be just a administrative clarification of the moratorium given my exact situation ? The council indicated though as I understood it from Steve but no vote just his statement was I believe simply no until the 90 days is up..

The working with me related to blight is related to parking screen , easement to blocked lots 3 and 4 for a garage or adu[easement was option 2 if you didn't want to sell your portion I presented 12/11 /21 then was rejected by council at March 2022 meeting] , and maybe move the snow dump like all other homes . I am sure when run down or vacated nobody cared about these items . My taxes were also 300% lower too so improvements just follow the work done . I do regret those becoming contentious items with Rob and I hope we can change that situation positively . This issue though is not me asking for a favor related to renovating 306 bw to clarify .

The first question without beating around the bush is the moratorium as drafted only allows decreased number of st rentals if a st holder sells their home to another for same use it is disallowed . It was stated as freezing the /capping the number and percentage at So far this has prevented me from selling the home to at least five or six buyers .How much less it would take I don't know yet except it is more then \$40,000 These buyers so far want it but not at all if can't do st rental.That is why I asked the council or whomever to grant that permission .It would be only applicable to those with the permit which is listed as a commercial use license .

The second question is actually longer yet to explain but while a llc might be liability friendly my personal trust [just a living will] is the opposite . Again I was plan B as the st rental and before this moratorium showed up one day no big deal transfer to company and then pull the permit ... The vote occurs and immediately it is effective I can't do the llc etc instantly ..
Just is then the time math if you will on it in my situation .

In closing please share this with Rob and council I don't want confrontation , I simply want to work out this situation immediately .

Tens of thousands of dollars is a big deal though and I do see given the st permit in hand not increasing the number this way solves without violating your reason for it .Secondly time of year June / July /August are the total peak season months and rental rates of the homes so each day is a expensive wait. I can't sell my home for what its really worth while I wait 90 days with no clue what the revision will be at the other end . I have buyers now and the listing is up unless I extend it again . Furnishing 2600 sf /co vid supply shortages / costs /time to do so /work all of it is why I just intended to sell the home/listed it on 6/15/22 to let another who wants it for st rental do so .

I was given a no to not blindside you verbally at the 7/18/22 council meeting via Steve related to question one . Today if I sell it they can't get my permit /or a new permit on 306 w Broadway sb to carry on with the st rental licensed house .It isn't anger but this particular take away of rights via moratorium wording is very expensive to one individual I can say confidently of facts related to my home . The logic isn't there I would not increase the number or cap of st rentals during the moratorium period . I do always appreciate a answer though even if I disagree with it over being ignored ,,sincerely mean that Steve /Rob /Dorothy

Thanks

Sent from [Mail](#) for Windows

From: [Dorothy](#)

Sent: Wednesday, July 20, 2022 12:05 PM

To: '[kirk moll](#)'

Subject: FW: Village council question /request /meeting 7/18/2022

Kirk,

Shar shared your email with me. I will try and address your questions in red below:

Hi Shar

Before the moratorium a new owner could just obtain the st permit . The question is really two part this will add more clarity.

1]Since the reason given for the st moratorium was number of them and then to cap freeze the percentage /number of them. Why wouldn't then a new owner continuing on at the same allowed use /home be allowed since this does not increase the percentage or number of st rental licenses/permits ? The property/ parking /bedrooms etc was what was reviewed to obtain it.

The Short Term Rental Ordinance states in Section 2. License Required.

No person shall permit or allow a dwelling unit or efficiency dwelling unit to be rented or used within the Village without first registering the rental property and obtaining a license from the Village pursuant to the requirements of this Ordinance. A license granted in accordance with this Ordinance is not transferrable.

Ie asking the question but I suppose permission to is the essence of it .I had 3 buyers when listed at the original price then decline once we informed them about the vote on 6/20/22 but it wasn't posted yet, 100% reason given was the st permit moratorium .Since then several others .

Kirk—In the last two years we have almost doubled in Short Term Rental permits. In April we contacted Leelanau County Equalization to have a map prepared to see the location of all short term rentals to provide to council as well as the planning commission when the subject of allowing ADU's to be non-owner occupied was being discussed at the Planning Commission level.

2] Related to me personally. The st moratorium shows up on the agenda posted later on the same Thursday or day after my house was put on the market .Then approved following Monday 6/20/22 new fed holiday. For me and others perhaps out of the blue/short notice . **Please note that the moratorium subject and you placing your house up for sale has no correlation/connection whatsoever.**

My trust though as owner of the house doing the st rental is a liability issue and it today now is the only name that can do the st rental . Given the location /previous hotel / ten car muni parking adjoining it and was renovated for the st rental allowed use by me starting in 2020. I was expecting by a new owner and not my trust though and not enough time to make name changes and a new direction based on this new moratorium .

I am asking as an option would I be allowed to put my st permit into my company/llc in my company name instead of the trust ? **Kirk, the Deed filed with the Register of Deeds as identified on the property sale information on the County website shows the owner of the property as Kirk T Moll Trust.**

In answer to your question yes I would like to still .Please include todays clarification related to the question that would be helpful as well .

Thanks

Dorothy

From: suttonsbay@suttonsbayvillage.org <suttonsbay@suttonsbayvillage.org>
Sent: Monday, July 18, 2022 10:13 AM
To: Dorothy Petroskey <officeassist@suttonsbayvillage.org>; Rob Larrea <manager@suttonsbayvillage.org>
Subject: FW: Village council question /request /meeting 7/18/2022

Shar Fay
Village Clerk
Village of Suttons Bay
420 N Front St
P O Box 395
Suttons Bay, MI 49682
231.271.3051

From: suttonsbay@suttonsbayvillage.org <suttonsbay@suttonsbayvillage.org>
Sent: Monday, July 18, 2022 10:12 AM
To: 'kirk moll' <redbrickdevelopment@hotmail.com>
Subject: RE: Village council question /request /meeting 7/18/2022

Kirk,

I will give Council a copy of your comments at tonight's meeting. I also forwarded your comments to Dorothy who handles the STR permitting, and to the Manager. Thank you.

Shar Fay
Village Clerk
Village of Suttons Bay
420 N Front St
P O Box 395
Suttons Bay, MI 49682
231.271.3051

From: kirk moll <redbrickdevelopment@hotmail.com>
Sent: Monday, July 18, 2022 10:04 AM
To: suttonsbay@suttonsbayvillage.org
Subject: RE: Village council question /request /meeting 7/18/2022

Hi Shar

Before the moratorium a new owner could just obtain the st permit . The question is really two part this will add more clarity.

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I am asking as an option would I be allowed to put my st permit into my company/llc in my company name instead of the trust ?

In answer to your question yes I would like to still .Please include todays clarification related to the question that would be helpful as well .

Thanks

Sent from [Mail](#) for Windows

From: suttonsbay@suttonsbayvillage.org

Sent: Monday, July 18, 2022 8:34 AM

To: 'kirk moll'

Subject: RE: Village council question /request /meeting 7/18/2022

Hi Kirk,

Currently the ordinance does not allow for the new owner/buyer be allowed to obtain or have the licensed transferred. This existed even prior to the new moratorium. Would you like me to still present your comment to Council tonight? Thank you, Kirk.

Shar Fay

Village Clerk

Village of Suttons Bay

420 N Front St

P O Box 395

Suttons Bay, MI 49682

231.271.3051

From: kirk moll <redbrickdevelopment@hotmail.com>
Sent: Thursday, July 14, 2022 9:51 AM
To: suttonsbay@suttonsbayvillage.org
Subject: Village council question /request /meeting 7/18/2022

Hi Shar

My request /question for the council is that homes with existing short term permits that a new owner /buyer also be allowed to obtain new /or allowed a transfer the short term rental of the same home.

This would not increase the number of or percentage of existing short term rentals that existed pre moratorium .

Thank You

Sincerely

Kirk Moll
306 w Broadway

Sent from [Mail](#) for Windows

manager@suttonsbayvillage.org

From: Vander Leek Family <vanderleeks@gmail.com>
Sent: Friday, August 05, 2022 10:04 AM
To: manager@suttonsbayvillage.org
Subject: Thank you!!


Hi Rob,

Thank you so much for the new sidewalk in front of our house at 313 Lincoln St. The contractors were kind, courteous, and professional. The combination of road improvements and the new sidewalk make this part of the village look so much better!

I'm grateful for the upgrade.

Have a nice weekend!

Shann Vander Leek
(231) 668-1111

		VILLAGE OF SUTTONS BAY REPORT VSB -2022-47	
Prepared:	August 10, 2022	Pages:	1 of 1
Meeting:	August 15, 2022	Attachments:	<input type="checkbox"/>
Subject:	Manager Update		

SIDEWALKS

Both Phase 1&2 of the Lincoln /West St sidewalk replacement project have been completed. Unfortunately, the company had to withstand an unruly resident’s continuous profanity laced rants and badgering. Following several hours of this behavior we were forced to contact the police to intervene. A big thank you to John Donahue and the other officers who were promptly on scene to de-escalate the situation and make sure the contractors could finish the job. Phase 3 is planned to take place in 2023, as will other sidewalk projects.

VANDALISM

There has been a significant increase in vandalism /graffiti at Bahle Park. We have discussed temporarily closing the parking area, installing increased lighting, cameras and fencing in various locations. The park itself would remain open and closure of the parking area would be seasonal and be re-opened late fall. Apart from closing the parking area, the remaining improvements/deterrents would likely have to occur in 2023.

PLANNING 2023 ROAD PROJECTS


We had our annual meeting with Elmer’s to discuss our potential roadway projects. Similar to the past 3-years, we will continue to take a segmented approach to roadway improvements. Unfortunately, due to the condition of some of roadways, we will likely be moving into a more costly crush and shape procedure. Once we receive the estimated cost it will help us determine a course of action. Stay tuned...

BROADWAY STREET LIGHT

The committee determined that the light should be changed from the current antiquated bulb to an LED light fixture. This upgrade should address the light trespass issue. The light will once again be evaluated following its installation; however, this is the logical next step in the process.

SHORT TERM RENTAL

A committee has been established to help guide the process. We will continue evaluating the ordinance, researching other ordinances and providing potential solutions to the concerns. Stay tuned....

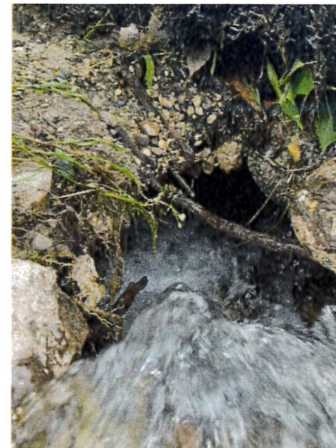
		<h1>VILLAGE OF SUTTONS BAY</h1>	
		<h2>REPORT VSB -2022-48</h2>	
Prepared:	August 8, 2022	Pages:	1 of 1
Meeting:	August 15, 2022	Attachments:	<input type="checkbox"/>
Subject:	Waterwheel		

PURPOSE

To inform the VC on the emergency at Waterwheel Park

OVERVIEW

You may recall that we recently signed a contract to have various tasks performed at the waterwheel park. While the aerial topo was flown and waterwheel structure was scanned, then the unthinkable occurred. Our creek disappeared!? It seems that the creek was ready for a new adventure and chose to explore the underground rather than continue to flow over the wheel.




All other projects have come to a stop. Our focus is now to temporarily re-route the stream in order to stop the severe erosion occurring on site and threatening our infrastructure.

The Village then must make a few tough decisions. The initial intent is always to fix and improve what has failed, especially one as sentimental as the waterwheel. In this case, the initial plan would be to replace the wall and re-feature the beloved wheel. The cost estimate to do just that will likely be in the range of \$400,000 to \$500,000 when the project is all said and done. That’s just an estimate, however, it has been a consistent estimate. Of course, we have a lot of work to do before we embark on anything that is not associated with re-routing the stream.

At this point, I think the Village residents must understand the situation they are in so they can make an educated decision on if we are going to try to re-create memories, or create something new for future generations.

ACTION REQUESTED

Discussion. Send to committee.

		VILLAGE OF SUTTONS BAY REPORT VSB -2022-49	
Prepared:	August 10, 2022	Pages:	1 of 1
Meeting:	August 15, 2022	Attachments:	<input checked="" type="checkbox"/>
Subject:	METRO Request		

STAFF COMMENTS


Point Broadband Fiber Holdings, LLC has applied to the Village to install fiber optic cable and other necessary facilities within our public road right-of-way, either underground via conduit or overhead via poles. In doing so, they are required to follow the Metropolitan Extension Telecommunication Rights-of-Way Oversight (METRO) procedure. This procedure was implemented by Public Act 48 of 2002 to streamline the process for companies looking to increase access, (in this case broadband) availability and affordability to areas of need. A similar permit was approved for the GTB in 2019.

Point Broadband Fiber Holding, LLC will be providing fiber to the premise for all residents and business owners along the serviceable route of the project. Point Broadband Fiber Holding, LLC has indicated they anticipate the work in the Village of Suttons Bay will begin in Fall 2022 and conclude in 2023. The final construction timeline is dependent upon final design and build out rates. Point Broadband Fiber Holding, LLC will maintain responsibility and ownership over all of the facilities installed under the coverage of this permit.

ACTION REQUESTED

MOTION THAT the Village Council direct Staff to move forward with a unilateral agreement with the Point Broadband Fiber Holdings, LLC for the use of Village right of way.

Should you have detailed questions please type in the following link for resources provided by the State of Michigan https://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2022-50	
Prepared:	August 11, 2022	Pages:	1 of 1
Meeting:	August 15, 2022	Attachments:	<input type="checkbox"/>
Subject:	Zoom		

PURPOSE

To consider the elimination of Zoom

OVERVIEW

At the February 22, 2022 meeting the Village Council made the decision to eliminate the mask mandate at meetings. The VC also briefly discussed the use of zoom. The consensus was to allow the Zoom meetings to continue for public use as the C-19 unknown was still of concern. This brings up a couple discussion points that should be considered:

1. Zoom participation has been minimal at best. There has been a steady decline in its use since February and it is common to see only one individual using it. Discussion on the need for zoom is appropriate.
2. Running zoom meetings is not a defined job duty. Our employees are very busy and those who have taken on this undefined service simply do not have time or desire to provide it any longer. Should the VC desires to continue with zoom, a new position should be considered and compensation should be discussed.

ACTION REQUESTED

Discussion / Committee