

President Christopher McCann called the meeting to order at 7:00 P.M.

Roll Call:

Council Members Present: President McCann Trustees: Cook, Gale, Harper

Absent Members: Ager attended via Zoom

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Harbor Master- Bill Rosemurgy

Approval of Meeting Minutes:

Trustee Gale **Moved, Supported by** Trustee Cook to approve the November 3, 2022 meeting minutes as presented. **Motion Carried.**

Trustee Cook **Moved, Supported by** Trustee Gale to approve the November 9, 2022 Special meeting minutes as presented. **Motion Carried.**

Trustee Gale **Moved, Supported by** Trustee Cook to approve the November 11, 2022 Special meeting minutes as amended. **Discussion:** Trustee Gale noted that the month of November should be added to the Tree Lighting date and a correction to Council comments should include the word “at”. **Motion Carried.**

Trustee Cook **Moved, Supported by** Trustee Gale to approve the November 18, 2022 Special meeting minutes as amended. Discussion: Trustee Cavendish noted that Teresa Sleder’s first and last name was misspelled, and corrected a typo in the motion to approve the Treasurer/Deputy Clerk striking the word “They” and replacing it with “any” **Motion Carried.**

Approval of Agenda (amendments/additions):

President McCann added the appointment of the Zoning Board of Appeals Chair, and Harbor Master employment agreement to the agenda under action items.

Trustee Ager asked if the discussion of the Clerks additional salaries could be added to the agenda. President McCann recommended that either the Employee Relations or Finance Committee could discuss that topic.

Correspondence:

Trustee Cavendish reported that she had received a power point on MI Replat Process as correspondence from Karl Wizinsky. Clerk Scott offered to place the correspondence in the dropbox.

Public Comment:

None

Reports:

- A. **Liaison-** Clerk Scott reported on behalf of Edmondson that \$2,686.41 had been collected for the Tree Lighting.
- B. **Clerk** – Clerk Scott provided a financial report for the month of November. Trustee Cavendish and Ager had questions regarding the Leelanau Uncaged finances and payments to the Village. Clerk Scott reported that she had completed the committees’ financial reports and would provide it to the Council for the next regular meeting.

- C. **Treasurer/Deputy Clerk** – Treasurer Edmondson provided a report in agreement with the Clerk for the month of November.
- D. **DPW**- DPW Superintendent Holton prepared a written report. Highlights include:
- PFAs testing of municipal well #3 showed a trace amount just above detection.
 - Soil borings were completed to determine how to address drainage issues on E. 4th Street.
 - Projected cost of the Rose Street culvert replacement is \$245,565 and grants will be sought.
 - The CE Smart Streetlight Pilot project is delayed due to complexity of the dimming process.
- E. **Employee Relations** – Former Chairman Steve Wetherbee reported that the committee completed the employment agreements for both of the appointed positions (i.e., Clerk and Treasurer/Deputy Clerk).
- F. **Finance**- Finance Chair Jane Gale reported that the Committee is beginning work on the 2023-24 budget with several unanswered questions. An updated Investment Policy and Depositor Designation are un process. The committee reviewed the contract with Housing North and scope of work for Housing Readiness Director Zach Hillier, who was hired in October.
- G. **Infrastructure**- Did not meet in the month of November.
- H. **Waterfront**- The Waterfront Committee did not meet during the month of November, but the Harbor Master submitted a written report. Highlights Include:
- A search is underway for a new IT service vendor.
 - Annual seasonal slip renewals will be sent the first week in January followed by waiting list renewals in February.
 - The annual review of operations with Kam Marine will be completed in the next 30 days.
- I. **Planning Commission**: Minutes from the November 16, 2022 regular Planning Commission meeting were provided. Trustees discussed expectations for use of the 7th Street property. Consensus was reached that a report of up to four options with the pros and cons of each would be acceptable.
- **Zoning Administrator**:
Scott provided a report of her activities for the month of November. Scott noted that she had just approved a Land Use Permit for a new build in the North Shores Condo Association “PUD” and that after reviewing the Special Use Permit minutes and the associations by-laws she determined that a garage either attached or detached was required. The Builder amended the site plans to include a garage.
- J. **Parks and Trails**: Parks and Trails did not meet. However, Committee Chair McCann reported on additional research he has done on playground equipment, stating that he plans to have 3 design options from Sinclair Recreation for the Parks and Trails Committee to review and gather community feedback. McCann also reported that there were 2 more opportunities to apply for a Sparks Grant application one in February and a second in April of 2023.

Discussion Items:

Second Street Plat Amendment Update:

President McCann reported that he met with John Korr and had several phone calls with David Bieganowski. From those discussion McCann reported the following; that the Plat Map is about 90% completed and a draft copy was provided, Mr. Bieganowski has tentatively scheduled a meeting with Karl Wizinsky and his attorney for Wednesday December 14, 2022.

Trustee Cavendish reported that the total amount of payments to JFK Land Surveying for the Plat Amendment work, was \$2,850 above the approved amounts due to an addendum that was approved by President Wetherbee.

Trustee Cook Moved, Supported by Trustee Gale to authorize additional funds for David Bieganowski up to \$3,000 for the Plat Amendment work. **Discussion:** Trustee Harper was not in favor of spending any more money and suggested that the village cut its losses and end the process of amending the plat. **Roll Call Vote:** Yeas (5) Nays (1) Trustee Harper **Motion Carried.**

Committee Assignments:

President McCann made the following assignments for the committees;

Waterfront: Chair-
Trustee Cook-Chair
Trustee Harper
Appointed Trustee

Employee Relations:
President McCann- Chair
Trustee Gale
Trustee Ager

Finance:
Trustee Gale-Chair
President McCann
Trustee Cavendish

Infrastructure:
Trustee Cavendish-Chair
Trustee Harper
Trustee Cook

Parks and Trails:
President McCann-Chair
Trustee Ager
Appointed Trustee

Appointment to Vacant Trustee:

President McCann opened up the discussion with reference to the letters of interest from Cheryl Myers and Nancy Peterson to fill the Trustee vacancy position. McCann stated that he was ready to make his appointment, but would be willing to wait if the Council felt that they needed more time to talk with the candidates.

President McCann called for a Special meeting on Wednesday December 21, 2022 at 12:30 pm to appoint and fill the Trustee vacancy.

Action Items:

NLTUA Request:

Clerk Scott provided a written request outlining the need for financial support to fix an unexpected critical repair to a 700' sewer main on Northshore drive. The costs are estimated at this time ranging from \$100K-\$350K. After consulting with Mary Krantz, the Village/NLTUA CPA she suggested to borrow the funds from the Village's debt service collection with a 2% per annum with the funds to be paid back to the Village in full before the final bond payment is due in the spring of 2028.

Trustee Gale Moved, Supported by Trustee Harper to authorize up to \$350,000 of funds available to the NLTUA as a loan at an interest rate of 2% to be paid in full by March of 2028 for this unexpected critical sewer main project. **Roll Call Vote:** Yeas (6) Nays (0) **Motion Carried.**

Appointment of President Po Tempore:

President McCann nominated Trustee Cook for the Village Council President Pro Tempore.

Trustee Harper Moved, Supported by Trustee Gale to approve Trustee Cook as the Village Council President Pro Tempore. **Roll Call Vote:** Yeas (5) Nays (0) Abstained (1) Cook **Motion Carried.**

Zoning Board of Appeals (ZBA) Chair:

President McCann nominated Trustee Harper as the Zoning Board of Appeals Chair (ZBA).

Trustee Cook Moved, Supported by Trustee Cavendish to approve Trustee Harper as Zoning Board of Appeals Chair. **Roll Call Vote:** Yeas (5) Nays **Motion Carried.**

Harbor Master Employment Agreement:

The Employee Relations Committee will draft an employment agreement for the Harbor Master, making him an “At-will” employee. The Council agreed to add the approval of the agreement to the Special meeting agenda on December 21, 2022 at 12:30 pm.

Payment of Bills:

Trustee Cook Moved, **Supported by** Trustee Gale to approve payment of the bills for the month of November when funds become available in the amount of \$72,480.73

Discussion: Trustee Harper stated that he would vote no because of the payments for the plat amendment.

Roll Call Vote: Yeas (6) Nays (0) Absent (1) Trustee Harper **Motion Carried**

Public Comments:

Anne Harper- commented on the need to preserve the environment, and that it is hard to put a monetary value on an asset that is green space. Harper also recommended that the Council appoint a trustee that was informed and had attended meetings.

Joanne Swanson- Commented regarding the Planning Commissions task to process suggestions for the 7th Street village owned property. Swanson encouraged the council to value the environment and protect the green natural space.

Mary Cermak Betzoldt- Supported Anne Harper and Joanne Swansons comments, and questioned if the appraisal had been completed.

Council Comments:

Trustee Harper- Congratulated Trustee Cavendish on her successful election to the Village Council.

Trustee Cook- suggested that the council get back to “not commenting” during public comment and following the rules of procedure.

Trustee Cavendish- suggested not allowing for the public to make comments during the meeting, only at “Public Comment” time.

Trustee Holton- made comments about the 7th Street property and the PUD that was established near his home.

Adjournment:

Trustee Harper Moved, Supported by Trustee Gale to adjourn the meeting at 8:33 pm.

Several Citizens attended via zoom.

**Joni I. Scott, Village of Northport
Clerk**