

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
Interim Village Manager- Chet Janik

Approval of Meeting Minutes:

Trustee Gale Moved, **Supported by** Trustee Cook to approve the July 19, 2023 Special meeting minutes as presented. **Motion Carried.**

Trustee Gale **Moved, Supported by** Trustee Ager to approve the August 3, 2023 Regular meeting minutes with a few minor corrections. **Motion Carried.**

Approval of Agenda (amendments/additions):

President McCann asked to have the resolution for Law Enforcement grant moved to the beginning of the agenda. Trustee Harper asked that it only be a discussion item, and for the Council to not take action on the resolution.

Trustee Conley **Moved, Supported by** Trustee Cook to approve the agenda as amended. **Motion Carried.**

Correspondence:

Stryk Thomas- correspondence was received, regarding the street light on Smith Street.

Public Comment:

Tom Woodruff expressed gratitude to the village for allowing him to maintain the Village signs, noting that he received a call from the DPW about the recent installation of a new sign, which he found to be beautiful and impressive.

Janet Crane, President of the Northport Performing Arts Center, and Lisa Drummond, Operations Manager, proposed naming the Marina Park Pavilion after Kent Holton. Holton has played a vital role in ensuring the success of Music in the Park for 38 years, using his own equipment to ensure quality sound for the event, which brings joy to the community.

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The Council agreed to wait until their next regular meeting in October to take action on the resolution.

Staff Reports:

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- B. **Treasurer/Deputy Clerk** – Treasurer/Deputy Clerk Edmondson reported on the progress of tax collection, indicating that she is nearing the end of the tax collection process.
- C. **DPW**- DPW Superintendent Holton provided a report of the DPW activities to the Council. Holton also discussed the refurbishment of the range lights on the Storm Tower at Haserot Park. These lights are a historic navigational feature, and there are only a few left in Michigan. The plan is to reactivate the lights, and the U.S. Coast Guard has approved this idea. The main work involved is rewiring the lights and renting a man basket to access them. The lights would have separate switches and would be operational. The question arose about who would control the lights, given varying weather conditions. Holton mentioned that he had a couple of people in mind that would happily assist in maintaining the lights. The cost is estimated at \$1000-\$1500 to rent a lift.

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D. Waterfront:

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E. Parks and Trails:

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2. **Ex-Officio Board Reports:**

A. Planning Commission:

Trustee Gale highlighted that Planning Commission minutes from the most recent meeting were distributed and mentioned that detailed meeting proceedings transcriptions are now attached to the minutes for reference. Virginia Foley, the new secretary, has improved audience participation by sharing her screen during meetings, providing a visual reference for discussions on proposed ordinances. This approach has been beneficial and more engaging for the audience.

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Additionally, Harper suggested that the developers of the Fairway View project consider a restrictive covenant and recapture agreement to define parameters for negotiations with attainable housing developers, ensuring housing affordability criteria and financial accountability.

3. **Discussion/Potential Action Items:**

A. Application fee and Escrow Policy:

There are no new developments regarding the Application Fee and Escrow Policy, as legal counsel has been directed to prioritize more pressing matters for the village.

B. Short Term Rental Taskforce:

Trustee Ager **Moved, Supported by** Trustee Cavendish to adopt the short-term rental taskforce. **Discussion:** Trustee Ager raised concerns about the clarity and direction given to the Short-Term Rental Taskforce. He suggested that the document should provide more specific goals and guidance for the taskforce's work. Trustee Conley also questioned the six-month timeline, expressing concerns about the taskforce's ability to gather and analyze data effectively in such a short period. Trustee Ager explained that the timeline was meant as a goal, and President McCann suggested that if the taskforce needed more time, it could be extended.

Trustee Ager also proposed making the document more accessible to the public, possibly by placing it on the front page of the village website, to ensure that residents have a clear understanding of the taskforce's objectives and goals. President McCann mentioned that some individuals have already expressed interest in serving on the taskforce. **Motion Carried.**

C. Dedicate the Marina Pavilion:

Trustee Harper **Moved, Supported by** Trustee Cook to dedicate the Marina Pavilion to Kent Holton. **Discussion:** Trustee Harper proposed dedicating the marina pavilion to Kent Holton, with the plaque and ceremony arrangements to be handled by the Northport Performing Arts Center, pending approval from the council. **Motion Carried.**

D. Plants for the Welcome Sign:

Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

E. NLTUA Reappointment:

Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

President McCann **Moved, Supported by** Trustee Harper to approve Chris Holton as the village representative to the NLTUA Board. **Motion Carried.**

F. NLTUA Articles of Incorporation Amendment #4:

Trustee Ager **Moved, Supported by** Trustee Gale to adopt the resolution amending the NLTUA articles of incorporation as follows;

WHEREAS, in conformance with Public Act 233 of 1955 and the procedure for amending the Northport Leelanau Township Utility Authority (“NLTUA”) Articles of Incorporation at Article XX, it is hereby deemed advisable to make the following Fourth Amendment to the NLTUA Articles of Incorporation as previously amended:

NOW THEREFORE, IT IS HEREBY RESOLVED that the following Fourth Amendment be made to the NLTUA Articles of Incorporation subject to approval by the Constituent Municipalities (Village of Northport and Township of Leelanau):

A. The last paragraph of Article VII (Powers) is hereby amended to read, in its entirety, as follows:

In the year 2023, the AUTHORITY BOARD’s annual organization meeting shall take place on Tuesday, October 17, 2023 at 9:30 a.m. at the place of holding the meetings. Beginning in 2024, and in the subsequent years, the AUTHORITY BOARD’s annual organization meeting shall take place on the third Tuesday of April at 9:30 a.m. at the place of holding the meetings. At such organization meeting the AUTHORITY BOARD shall select a Chair, a Vice-Chair and a Secretary, who shall be members of the AUTHORITY BOARD, and a Treasurer, who may, but need not be a member of the AUTHORITY BOARD. Such officers shall serve until the organization meeting in the following year or until their respective successors shall be selected.

Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

Payment of Bills:

Trustee Cook **Moved, Supported by** Trustee Gale to approve payment of the bills for the month of August when funds become available in the amount of \$212,417.12

Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

Public Comments:

Mike Stoffel's public comment covered various points, including emphasizing safety in the dark sky ordinance, discussing fishing at the marina, highlighting the need for effective ordinance enforcement, millpond study, expressing gratitude for assistance with the delivery of his shed, and suggesting affordable housing options for young residents in the area.

Council Comments:

Trustee Cook- expressed gratitude and thanked Chet Janik for his time and support as the interim village manager.

Adjournment:

Trustee Harper Moved, Supported by President McCann to adjourn the meeting at 8:54 pm.
Motion Carried.

Several Citizens attended via zoom.

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

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
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NOW THEREFORE, IT IS HEREBY RESOLVED that the following Fourth Amendment be made to the NLTUA Articles of Incorporation subject to approval by the Constituent Municipalities (Village of Northport and Township of Leelanau):

A. The last paragraph of Article VII (Powers) is hereby amended to read, in its entirety, as follows:

In the year 2023, the AUTHORITY BOARD’s annual organization meeting shall take place on Tuesday, October 17, 2023 at 9:30 a.m. at the place of holding the meetings. Beginning in 2024, and in the subsequent years, the AUTHORITY BOARD’s annual organization meeting shall take place on the third Tuesday of April at 9:30 a.m. at the place of holding the meetings. At such organization meeting the AUTHORITY BOARD shall select a Chair, a Vice-Chair and a Secretary, who shall be members of the AUTHORITY BOARD, and a Treasurer, who may, but need not be a member of the AUTHORITY BOARD. Such officers shall serve until the organization meeting in the following year or until their respective successors shall be selected.

Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

Payment of Bills:

Trustee Cook **Moved, Supported by** Trustee Gale to approve payment of the bills for the month of August when funds become available in the amount of \$212,417.12

Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

Public Comments:

Mike Stoffel's public comment covered various points, including emphasizing safety in the dark sky ordinance, discussing fishing at the marina, highlighting the need for effective ordinance enforcement, millpond study, expressing gratitude for assistance with the delivery of his shed, and suggesting affordable housing options for young residents in the area.

Council Comments:

Trustee Cook- expressed gratitude and thanked Chet Janik for his time and support as the interim village manager.

Adjournment:

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Motion Carried.

Several Citizens attended via zoom.

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

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
Interim Village Manager- Chet Janik

Approval of Meeting Minutes:

Trustee Gale Moved, **Supported by** Trustee Cook to approve the July 19, 2023 Special meeting minutes as presented. **Motion Carried.**

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Correspondence:

Stryk Thomas- correspondence was received, regarding the street light on Smith Street.

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It seems that the village may need to adopt a four-month budget and undergo two separate audits. One audit would cover the 2023-24 fiscal year, while the other would pertain to the four-month period of transition.

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Trustee Harper Moved, Supported by Trustee Cavendish to approve up to \$1,500 for a laptop and monitor for the new village manager. Roll Call Vote: Yeas (7) Nays (0) Motion Carried.

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PILOT Update:

Chet Janik provided an update on the PILOT (Payment in Lieu of Taxes) issue, stating that the Finance committee considered it important enough to schedule a special meeting. Village Attorney Ross Hamersley explained the entire process and the available options to address this matter. The Council is in the process of selecting a date for these special meetings to further discuss and decide on this issue.

Mill Pond Update:

Chet Janik provided an update on the Mill Pond situation and the drafting of a letter to the EGLE (Michigan Department of Environment, Great Lakes, and Energy). Janik noted that he and Chris Holton had a significant and relevant discussion with Robyn Schmidt from EGLE the previous Friday. Janik reported that he has exchanged numerous emails and phone calls, and EGLE has indicated that the violations need to be addressed by the end of the month.

Janik explained that DPW Superintendent Chris Holton proposed some short-term fixes, which EGLE verbally agreed to during the discussion. They also discussed long-term solutions with EGLE and they requested that all these details be included in the correspondence to them.

Janik expressed optimism that they are making progress in resolving the issues with EGLE and that they are working diligently to avoid potential problems in the future.

1. **Committee Reports:**

A. Employee Relations:

No meeting was held.

B. Finance Committee:

Finance Committee Chair Gale presented the meeting minutes from the Finance Committee's August meeting. She also highlighted that certain policy changes were being deferred until Mr. Dyer assumes his role and can provide input on those changes. This indicates that the Council is keen on Mr. Dyer's involvement in shaping the policies.

C. Infrastructure Committee:

Infrastructure Chair Cavendish provided written report. Cavendish noted that their November and December meetings were rescheduled due to holidays which will be updated on the website. There was a special meeting to address Fourth Street drainage issues, focusing on the classification of a stream by Eagle, and experts' opinions on the matter are being sought. Water rates were discussed with a proposed review schedule forthcoming. Infrastructure also discussed the millpond, considering a public survey for feedback. They're working on sidewalk ordinance revisions and approved the Main/Waukazoo Street water retention plan. Legal agreements for water retention were under review by legal counsel.

Trustee Conley expressed the need for a second opinion from a biologist regarding the health of the Mill Pond, as they were not confident in the previous report's assessment. Trustee Cavendish offered to search online for a relevant report before hiring a contractor for a second opinion.

D. Waterfront:

Waterfront Committee Chair Cook shared minutes from the August meeting, highlighting improvements to South Beach and swim buoys for next year. Wheelchair access via a Mobi-mat was also discussed and will be reinstated next year.

E. Parks and Trails:

No meeting was held.

2. **Ex-Officio Board Reports:**

A. Planning Commission:

Trustee Gale highlighted that Planning Commission minutes from the most recent meeting were distributed and mentioned that detailed meeting proceedings transcriptions are now attached to the minutes for reference. Virginia Foley, the new secretary, has improved audience participation by sharing her screen during meetings, providing a visual reference for discussions on proposed ordinances. This approach has been beneficial and more engaging for the audience.

B. NLTUA:

Trustee Harper provided an update on the Northport/Leelanau Township Utilities Authority (NLTUA). They have been discussing negotiations with a local unit development, with some debate over who has the authority to negotiate the sewer connection fees. Harper noted that the Village's attorney's opinion suggests that the village has the authority to negotiate. However, the NLTUA is waiting for their attorney Thomas Grier to weigh in on the discussion and memorandum. Harper also reported that the NLTUA is proceeding with a rate study through Dawn Lund with Utility Financial Solutions.

Additionally, Harper suggested that the developers of the Fairway View project consider a restrictive covenant and recapture agreement to define parameters for negotiations with attainable housing developers, ensuring housing affordability criteria and financial accountability.

3. **Discussion/Potential Action Items:**

A. Application fee and Escrow Policy:

There are no new developments regarding the Application Fee and Escrow Policy, as legal counsel has been directed to prioritize more pressing matters for the village.

B. Short Term Rental Taskforce:

Trustee Ager **Moved, Supported by** Trustee Cavendish to adopt the short-term rental taskforce. **Discussion:** Trustee Ager raised concerns about the clarity and direction given to the Short-Term Rental Taskforce. He suggested that the document should provide more specific goals and guidance for the taskforce's work. Trustee Conley also questioned the six-month timeline, expressing concerns about the taskforce's ability to gather and analyze data effectively in such a short period. Trustee Ager explained that the timeline was meant as a goal, and President McCann suggested that if the taskforce needed more time, it could be extended.

Trustee Ager also proposed making the document more accessible to the public, possibly by placing it on the front page of the village website, to ensure that residents have a clear understanding of the taskforce's objectives and goals. President McCann mentioned that some individuals have already expressed interest in serving on the taskforce. **Motion Carried.**

C. Dedicate the Marina Pavilion:

Trustee Harper **Moved, Supported by** Trustee Cook to dedicate the Marina Pavilion to Kent Holton. **Discussion:** Trustee Harper proposed dedicating the marina pavilion to Kent Holton, with the plaque and ceremony arrangements to be handled by the Northport Performing Arts Center, pending approval from the council. **Motion Carried.**

D. Plants for the Welcome Sign:

Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

E. NLTUA Reappointment:

Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

President McCann **Moved, Supported by** Trustee Harper to approve Chris Holton as the village representative to the NLTUA Board. **Motion Carried.**

F. NLTUA Articles of Incorporation Amendment #4:

Trustee Ager **Moved, Supported by** Trustee Gale to adopt the resolution amending the NLTUA articles of incorporation as follows;

WHEREAS, in conformance with Public Act 233 of 1955 and the procedure for amending the Northport Leelanau Township Utility Authority (“NLTUA”) Articles of Incorporation at Article XX, it is hereby deemed advisable to make the following Fourth Amendment to the NLTUA Articles of Incorporation as previously amended:

NOW THEREFORE, IT IS HEREBY RESOLVED that the following Fourth Amendment be made to the NLTUA Articles of Incorporation subject to approval by the Constituent Municipalities (Village of Northport and Township of Leelanau):

A. The last paragraph of Article VII (Powers) is hereby amended to read, in its entirety, as follows:

In the year 2023, the AUTHORITY BOARD’s annual organization meeting shall take place on Tuesday, October 17, 2023 at 9:30 a.m. at the place of holding the meetings. Beginning in 2024, and in the subsequent years, the AUTHORITY BOARD’s annual organization meeting shall take place on the third Tuesday of April at 9:30 a.m. at the place of holding the meetings. At such organization meeting the AUTHORITY BOARD shall select a Chair, a Vice-Chair and a Secretary, who shall be members of the AUTHORITY BOARD, and a Treasurer, who may, but need not be a member of the AUTHORITY BOARD. Such officers shall serve until the organization meeting in the following year or until their respective successors shall be selected.

Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

Payment of Bills:

Trustee Cook **Moved, Supported by** Trustee Gale to approve payment of the bills for the month of August when funds become available in the amount of \$212,417.12

Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

Public Comments:

Mike Stoffel's public comment covered various points, including emphasizing safety in the dark sky ordinance, discussing fishing at the marina, highlighting the need for effective ordinance enforcement, millpond study, expressing gratitude for assistance with the delivery of his shed, and suggesting affordable housing options for young residents in the area.

Council Comments:

Trustee Cook- expressed gratitude and thanked Chet Janik for his time and support as the interim village manager.

Adjournment:

Trustee Harper Moved, Supported by President McCann to adjourn the meeting at 8:54 pm.
Motion Carried.

Several Citizens attended via zoom.

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

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
Interim Village Manager- Chet Janik

Approval of Meeting Minutes:

Trustee Gale Moved, **Supported by** Trustee Cook to approve the July 19, 2023 Special meeting minutes as presented. **Motion Carried.**

Trustee Gale **Moved, Supported by** Trustee Ager to approve the August 3, 2023 Regular meeting minutes with a few minor corrections. **Motion Carried.**

Approval of Agenda (amendments/additions):

President McCann asked to have the resolution for Law Enforcement grant moved to the beginning of the agenda. Trustee Harper asked that it only be a discussion item, and for the Council to not take action on the resolution.

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Correspondence:

Stryk Thomas- correspondence was received, regarding the street light on Smith Street.

Public Comment:

Tom Woodruff expressed gratitude to the village for allowing him to maintain the Village signs, noting that he received a call from the DPW about the recent installation of a new sign, which he found to be beautiful and impressive.

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There are no new developments regarding the Application Fee and Escrow Policy, as legal counsel has been directed to prioritize more pressing matters for the village.

B. Short Term Rental Taskforce:

Trustee Ager **Moved, Supported by** Trustee Cavendish to adopt the short-term rental taskforce. **Discussion:** Trustee Ager raised concerns about the clarity and direction given to the Short-Term Rental Taskforce. He suggested that the document should provide more specific goals and guidance for the taskforce's work. Trustee Conley also questioned the six-month timeline, expressing concerns about the taskforce's ability to gather and analyze data effectively in such a short period. Trustee Ager explained that the timeline was meant as a goal, and President McCann suggested that if the taskforce needed more time, it could be extended.

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Trustee Harper **Moved, Supported by** Trustee Cook to dedicate the Marina Pavilion to Kent Holton. **Discussion:** Trustee Harper proposed dedicating the marina pavilion to Kent Holton, with the plaque and ceremony arrangements to be handled by the Northport Performing Arts Center, pending approval from the council. **Motion Carried.**

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Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

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Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

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Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

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Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

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Several Citizens attended via zoom.

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

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C. Infrastructure Committee:

Infrastructure Chair Cavendish provided written report. Cavendish noted that their November and December meetings were rescheduled due to holidays which will be updated on the website. There was a special meeting to address Fourth Street drainage issues, focusing on the classification of a stream by Eagle, and experts' opinions on the matter are being sought. Water rates were discussed with a proposed review schedule forthcoming. Infrastructure also discussed the millpond, considering a public survey for feedback. They're working on sidewalk ordinance revisions and approved the Main/Waukazoo Street water retention plan. Legal agreements for water retention were under review by legal counsel.

Trustee Conley expressed the need for a second opinion from a biologist regarding the health of the Mill Pond, as they were not confident in the previous report's assessment. Trustee Cavendish offered to search online for a relevant report before hiring a contractor for a second opinion.

D. Waterfront:

Waterfront Committee Chair Cook shared minutes from the August meeting, highlighting improvements to South Beach and swim buoys for next year. Wheelchair access via a Mobi-mat was also discussed and will be reinstated next year.

E. Parks and Trails:

No meeting was held.

2. **Ex-Officio Board Reports:**

A. Planning Commission:

Trustee Gale highlighted that Planning Commission minutes from the most recent meeting were distributed and mentioned that detailed meeting proceedings transcriptions are now attached to the minutes for reference. Virginia Foley, the new secretary, has improved audience participation by sharing her screen during meetings, providing a visual reference for discussions on proposed ordinances. This approach has been beneficial and more engaging for the audience.

B. NLTUA:

Trustee Harper provided an update on the Northport/Leelanau Township Utilities Authority (NLTUA). They have been discussing negotiations with a local unit development, with some debate over who has the authority to negotiate the sewer connection fees. Harper noted that the Village's attorney's opinion suggests that the village has the authority to negotiate. However, the NLTUA is waiting for their attorney Thomas Grier to weigh in on the discussion and memorandum. Harper also reported that the NLTUA is proceeding with a rate study through Dawn Lund with Utility Financial Solutions.

Additionally, Harper suggested that the developers of the Fairway View project consider a restrictive covenant and recapture agreement to define parameters for negotiations with attainable housing developers, ensuring housing affordability criteria and financial accountability.

3. **Discussion/Potential Action Items:**

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Waterfront Committee Chair Cook shared minutes from the August meeting, highlighting improvements to South Beach and swim buoys for next year. Wheelchair access via a Mobi-mat was also discussed and will be reinstated next year.

E. Parks and Trails:

No meeting was held.

2. **Ex-Officio Board Reports:**

A. Planning Commission:

Trustee Gale highlighted that Planning Commission minutes from the most recent meeting were distributed and mentioned that detailed meeting proceedings transcriptions are now attached to the minutes for reference. Virginia Foley, the new secretary, has improved audience participation by sharing her screen during meetings, providing a visual reference for discussions on proposed ordinances. This approach has been beneficial and more engaging for the audience.

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Trustee Harper provided an update on the Northport/Leelanau Township Utilities Authority (NLTUA). They have been discussing negotiations with a local unit development, with some debate over who has the authority to negotiate the sewer connection fees. Harper noted that the Village's attorney's opinion suggests that the village has the authority to negotiate. However, the NLTUA is waiting for their attorney Thomas Grier to weigh in on the discussion and memorandum. Harper also reported that the NLTUA is proceeding with a rate study through Dawn Lund with Utility Financial Solutions.

Additionally, Harper suggested that the developers of the Fairway View project consider a restrictive covenant and recapture agreement to define parameters for negotiations with attainable housing developers, ensuring housing affordability criteria and financial accountability.

3. Discussion/Potential Action Items:

A. Application fee and Escrow Policy:

There are no new developments regarding the Application Fee and Escrow Policy, as legal counsel has been directed to prioritize more pressing matters for the village.

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Trustee Ager **Moved, Supported by** Trustee Cavendish to adopt the short-term rental taskforce. **Discussion:** Trustee Ager raised concerns about the clarity and direction given to the Short-Term Rental Taskforce. He suggested that the document should provide more specific goals and guidance for the taskforce's work. Trustee Conley also questioned the six-month timeline, expressing concerns about the taskforce's ability to gather and analyze data effectively in such a short period. Trustee Ager explained that the timeline was meant as a goal, and President McCann suggested that if the taskforce needed more time, it could be extended.

Trustee Ager also proposed making the document more accessible to the public, possibly by placing it on the front page of the village website, to ensure that residents have a clear understanding of the taskforce's objectives and goals. President McCann mentioned that some individuals have already expressed interest in serving on the taskforce. **Motion Carried.**

C. Dedicate the Marina Pavilion:

Trustee Harper **Moved, Supported by** Trustee Cook to dedicate the Marina Pavilion to Kent Holton. **Discussion:** Trustee Harper proposed dedicating the marina pavilion to Kent Holton, with the plaque and ceremony arrangements to be handled by the Northport Performing Arts Center, pending approval from the council. **Motion Carried.**

D. Plants for the Welcome Sign:

Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

E. NLTUA Reappointment:

Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

President McCann **Moved, Supported by** Trustee Harper to approve Chris Holton as the village representative to the NLTUA Board. **Motion Carried.**

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A. The last paragraph of Article VII (Powers) is hereby amended to read, in its entirety, as follows:

In the year 2023, the AUTHORITY BOARD’s annual organization meeting shall take place on Tuesday, October 17, 2023 at 9:30 a.m. at the place of holding the meetings. Beginning in 2024, and in the subsequent years, the AUTHORITY BOARD’s annual organization meeting shall take place on the third Tuesday of April at 9:30 a.m. at the place of holding the meetings. At such organization meeting the AUTHORITY BOARD shall select a Chair, a Vice-Chair and a Secretary, who shall be members of the AUTHORITY BOARD, and a Treasurer, who may, but need not be a member of the AUTHORITY BOARD. Such officers shall serve until the organization meeting in the following year or until their respective successors shall be selected.

Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

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Trustee Cook **Moved, Supported by** Trustee Gale to approve payment of the bills for the month of August when funds become available in the amount of \$212,417.12

Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

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Mike Stoffel's public comment covered various points, including emphasizing safety in the dark sky ordinance, discussing fishing at the marina, highlighting the need for effective ordinance enforcement, millpond study, expressing gratitude for assistance with the delivery of his shed, and suggesting affordable housing options for young residents in the area.

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Motion Carried.

Several Citizens attended via zoom.

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

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
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F. Interim Village Manager-

Village Manager Transition Update:

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It seems that the village may need to adopt a four-month budget and undergo two separate audits. One audit would cover the 2023-24 fiscal year, while the other would pertain to the four-month period of transition.

iPads/Tablets for Council Members:

The Interim Village Manager, Chet Janik, proposed providing iPads to all Council members as a means to reduce paper use and enhance efficiency. Janik mentioned that Apple offers a discount of \$30 to municipalities for this purpose. However, he suggested waiting until Mr. Dyer arrives to gather his input on the matter, as it is not an urgent decision.

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Council/New Manager Retreat:

Chet Janik, the Interim Village Manager, stressed the significance of creating a platform for Mr. Dyer, the incoming Village Manager, to share his management style and for the Council to express their views as well. To facilitate this, Janik suggested organizing a retreat and presentation on good Board Governance to ensure a seamless transition and effective collaboration between the new manager and the Council. The Council agreed to conduct the retreat, which will be open to the public, at the Northport Creek Golf Course on Thursday, October 19, 2023, at 1 pm.

Laptop Computer for Manager:

Clerk Scott asked the Board to approve up to \$1,500 for a new laptop computer for the Village Manager.

Trustee Harper Moved, Supported by Trustee Cavendish to approve up to \$1,500 for a laptop and monitor for the new village manager. Roll Call Vote: Yeas (7) Nays (0) Motion Carried.

Enhancement of the Council Sound System:

Chet Janik reported that he is waiting on a quote from Kent Holton.

PILOT Update:

Chet Janik provided an update on the PILOT (Payment in Lieu of Taxes) issue, stating that the Finance committee considered it important enough to schedule a special meeting. Village Attorney Ross Hamersley explained the entire process and the available options to address this matter. The Council is in the process of selecting a date for these special meetings to further discuss and decide on this issue.

Mill Pond Update:

Chet Janik provided an update on the Mill Pond situation and the drafting of a letter to the EGLE (Michigan Department of Environment, Great Lakes, and Energy). Janik noted that he and Chris Holton had a significant and relevant discussion with Robyn Schmidt from EGLE the previous Friday. Janik reported that he has exchanged numerous emails and phone calls, and EGLE has indicated that the violations need to be addressed by the end of the month.

Janik explained that DPW Superintendent Chris Holton proposed some short-term fixes, which EGLE verbally agreed to during the discussion. They also discussed long-term solutions with EGLE and they requested that all these details be included in the correspondence to them.

Janik expressed optimism that they are making progress in resolving the issues with EGLE and that they are working diligently to avoid potential problems in the future.

1. **Committee Reports:**

A. Employee Relations:

No meeting was held.

B. Finance Committee:

Finance Committee Chair Gale presented the meeting minutes from the Finance Committee's August meeting. She also highlighted that certain policy changes were being deferred until Mr. Dyer assumes his role and can provide input on those changes. This indicates that the Council is keen on Mr. Dyer's involvement in shaping the policies.

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A. Planning Commission:

Trustee Gale highlighted that Planning Commission minutes from the most recent meeting were distributed and mentioned that detailed meeting proceedings transcriptions are now attached to the minutes for reference. Virginia Foley, the new secretary, has improved audience participation by sharing her screen during meetings, providing a visual reference for discussions on proposed ordinances. This approach has been beneficial and more engaging for the audience.

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Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

E. NLTUA Reappointment:

Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

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Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

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Roll Call Vote: Yeas (7) Nays (0) Absent (0) **Motion Approved.**

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Roll Call:

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Trustee Harper **Moved, Supported by** Trustee Cook to dedicate the Marina Pavilion to Kent Holton. **Discussion:** Trustee Harper proposed dedicating the marina pavilion to Kent Holton, with the plaque and ceremony arrangements to be handled by the Northport Performing Arts Center, pending approval from the council. **Motion Carried.**

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Trustee Harper **Moved, Supported by** Trustee Gale to approve the \$643.25 for the purchase of new plants at the Welcome sign.

Roll Call Vote: Yeas (7) Nays (0) **Motion Carried.**

E. NLTUA Reappointment:

Chris Holton, an NLTUA Board member, expressed his willingness to continue serving as the village representative on the board for another two-year term when President McCann inquired about his interest.

President McCann nominated Chris Holton to the NLTUA Board.

President McCann **Moved, Supported by** Trustee Harper to approve Chris Holton as the village representative to the NLTUA Board. **Motion Carried.**

F. NLTUA Articles of Incorporation Amendment #4:

Trustee Ager **Moved, Supported by** Trustee Gale to adopt the resolution amending the NLTUA articles of incorporation as follows;

WHEREAS, in conformance with Public Act 233 of 1955 and the procedure for amending the Northport Leelanau Township Utility Authority (“NLTUA”) Articles of Incorporation at Article XX, it is hereby deemed advisable to make the following Fourth Amendment to the NLTUA Articles of Incorporation as previously amended:

NOW THEREFORE, IT IS HEREBY RESOLVED that the following Fourth Amendment be made to the NLTUA Articles of Incorporation subject to approval by the Constituent Municipalities (Village of Northport and Township of Leelanau):

A. The last paragraph of Article VII (Powers) is hereby amended to read, in its entirety, as follows:

In the year 2023, the AUTHORITY BOARD’s annual organization meeting shall take place on Tuesday, October 17, 2023 at 9:30 a.m. at the place of holding the meetings. Beginning in 2024, and in the subsequent years, the AUTHORITY BOARD’s annual organization meeting shall take place on the third Tuesday of April at 9:30 a.m. at the place of holding the meetings. At such organization meeting the AUTHORITY BOARD shall select a Chair, a Vice-Chair and a Secretary, who shall be members of the AUTHORITY BOARD, and a Treasurer, who may, but need not be a member of the AUTHORITY BOARD. Such officers shall serve until the organization meeting in the following year or until their respective successors shall be selected.

Roll Call Vote: Yeas (7) Nays (0). **Motion Carried.**

Payment of Bills:

Trustee Cook **Moved, Supported by** Trustee Gale to approve payment of the bills for the month of August when funds become available in the amount of \$212,417.12

Roll Call Vote: Yeas (7) Nays (0) Absent (0) Motion Approved.

Public Comments:

Mike Stoffel's public comment covered various points, including emphasizing safety in the dark sky ordinance, discussing fishing at the marina, highlighting the need for effective ordinance enforcement, millpond study, expressing gratitude for assistance with the delivery of his shed, and suggesting affordable housing options for young residents in the area.

Council Comments:

Trustee Cook- expressed gratitude and thanked Chet Janik for his time and support as the interim village manager.

Adjournment:

Trustee Harper Moved, Supported by President McCann to adjourn the meeting at 8:54 pm.
Motion Carried.

Several Citizens attended via zoom.

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

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

President McCann initiated the proceedings with a moment of silence to honor former Trustee Nancy Peterson to wish her a happy heavenly birthday.

Roll Call:

Council Members Present:

President McCann Trustees: Ager, Cook, Gale, Harper, Cavendish and Conley

Absent Members: None

Staff Present: DPW Superintendent- Chris Holton, Clerk/Zoning Administrator-Scott, Treasurer/Deputy Clerk-Edmondson, and Harbor Master- Bill Rosemurgy
Interim Village Manager- Chet Janik

Approval of Meeting Minutes:

Trustee Gale Moved, **Supported by** Trustee Cook to approve the July 19, 2023 Special meeting minutes as presented. **Motion Carried.**

Trustee Gale **Moved, Supported by** Trustee Ager to approve the August 3, 2023 Regular meeting minutes with a few minor corrections. **Motion Carried.**

Approval of Agenda (amendments/additions):

President McCann asked to have the resolution for Law Enforcement grant moved to the beginning of the agenda. Trustee Harper asked that it only be a discussion item, and for the Council to not take action on the resolution.

Trustee Conley **Moved, Supported by** Trustee Cook to approve the agenda as amended. **Motion Carried.**

Correspondence:

Stryk Thomas- correspondence was received, regarding the street light on Smith Street.

Public Comment:

Tom Woodruff expressed gratitude to the village for allowing him to maintain the Village signs, noting that he received a call from the DPW about the recent installation of a new sign, which he found to be beautiful and impressive.

Janet Crane, President of the Northport Performing Arts Center, and Lisa Drummond, Operations Manager, proposed naming the Marina Park Pavilion after Kent Holton. Holton has played a vital role in ensuring the success of Music in the Park for 38 years, using his own equipment to ensure quality sound for the event, which brings joy to the community.

Allen Dalzell raised concerns about audio quality during Zoom meetings. He mentioned that when people speak from the audience during public comments, the audio is often inaudible. Dalzell suggested that using personal computers for Zoom with improved audio quality could enhance the meeting experience, and he mentioned that the township has also faced similar audio issues.

Resolution for Law Enforcement Grants:

Deputy Lot discussed a grant application related to the patrol of secondary roads in Michigan, explaining that it's a requirement of the 416 regulations. He mentioned the need for support from villages and townships for this grant, highlighting that it doesn't incur any costs for the village or township. The grant is 60% funded by the state and 40% by the county, with the state seeking support from various townships and villages every five years.

Trustee Harper expressed concerns about the grant and the adoption of the resolution related to law enforcement. He highlighted that he had concerns from past experiences regarding the enforcement of local village ordinances. Trustee Harper mentioned his email correspondences with the sheriff and prosecutor's office on a different the subject and urged the council to read these emails before making a decision on the grant. His main concern was that if they accept the grant money, law enforcement may not uphold village ordinances, as indicated by previous interactions. He emphasized the need for an agreement with law enforcement to ensure they would enforce village ordinances effectively.

The Council agreed to wait until their next regular meeting in October to take action on the resolution.

Staff Reports:

- A. **Clerk** – Clerk Scott provided a financial report for the month of August in agreement with the Treasurer/Deputy Clerk.
- B. **Treasurer/Deputy Clerk** – Treasurer/Deputy Clerk Edmondson reported on the progress of tax collection, indicating that she is nearing the end of the tax collection process.
- C. **DPW**- DPW Superintendent Holton provided a report of the DPW activities to the Council. Holton also discussed the refurbishment of the range lights on the Storm Tower at Haserot Park. These lights are a historic navigational feature, and there are only a few left in Michigan. The plan is to reactivate the lights, and the U.S. Coast Guard has approved this idea. The main work involved is rewiring the lights and renting a man basket to access them. The lights would have separate switches and would be operational. The question arose about who would control the lights, given varying weather conditions. Holton mentioned that he had a couple of people in mind that would happily assist in maintaining the lights. The cost is estimated at \$1000-\$1500 to rent a lift.

President McCann inquired about the functionality and maintenance of the lights, to which DPW Superintendent Holton explained their historical use and potential for continuous illumination for aesthetic purposes. The discussion also touched on the practicality of having someone control the lights based on weather conditions.

- D. **Harbormaster Report** – Harbormaster Rosemurgy submitted a written report to the Council. Rosemurgy reported that despite a 30-degree temperature drop, they are welcoming the transition from summer to fall at the marina. He described the summer as long and successful, highlighting the learning experiences gained. Rosemurgy noted that he had received compliments on his team of dockhands and ongoing projects, including painting and maintenance to improve the marina's appearance.
- E. **Zoning Administrator**- Zoning Administrator Scott provided a report on her activities for the month of August. Scott noted that she plans to provide one more report for the month of September. Scott mentioned that the new zoning administrator, Mr. Dyer, has been kept in the loop with all communications and correspondence for an easy transition when he steps into the position. Trustee Harper noted that he is the ZBA chairperson and realized that his residence is within 300 feet of the interpretation/variance request for 215 North Street (North Mill Street) scheduled for September 13. As a result, he plans to open the meeting but then recuse himself and request the board to appoint Chris McCann as vice chair for that specific meeting. He will participate in the hearing as a private citizen but will not take part in the decision-making process.

F. Interim Village Manager-

Village Manager Transition Update:

Interim Village Manager Chet Janik reported that he has been in regular contact with Mr. Dyer and has been copying him on all significant emails. Mr. Dyer expressed his eagerness to be present but couldn't attend the meeting due to a conflicting commitment with the Calhoun County Board of Commissioners. Janik noted that Mr. Dyer has been actively engaging with the transition process and is looking forward to officially joining Northport on October 1st. Janik said that He and his wife are excited about moving to Leelanau County and have bought a house in the area. Initially hesitant, Mr. Dyer has made the emotional adjustment and is enthusiastic about getting involved in the community. He participated in a leadership Zoom meeting and has received positive feedback from several individuals.

Chet Janik mentioned that his last official day would be September 14, as he will be traveling to Seattle on the 15th. However, he assured the Council that they could still contact him even after he leaves, and he wouldn't charge for any assistance. He expressed confidence in the Northport Council, describing them as a dedicated and strong group. Janik informed his successor, Jim Dyer, that he is not walking into any surprises and that they are well-prepared to handle upcoming challenges. He spoke positively about his experience working with the Council and anticipated that Jim Dyer would also enjoy working alongside them.

Administrative Assistant Position:

Interim Village Manager Chet Janik reported that the office administrative assistant position has been posted, but there have been no received applications at this time. The Council discussed the possibility of increasing the hourly rate for the position, and the Employee Relations Committee intends to explore strategies to enhance the visibility of the job posting in an effort to attract more applicants.

Budget Year Ordinance:

Clerk Scott and Chet Janik have been conducting research regarding changing the fiscal year for the budget. They have reached out to relevant authorities, including a contact at the Department of Treasury, to discuss the specifics of transitioning to different fiscal year dates. Additionally, Mary Krantz, the village auditor, is assisting in gaining insight into this process.

It seems that the village may need to adopt a four-month budget and undergo two separate audits. One audit would cover the 2023-24 fiscal year, while the other would pertain to the four-month period of transition.

iPads/Tablets for Council Members:

The Interim Village Manager, Chet Janik, proposed providing iPads to all Council members as a means to reduce paper use and enhance efficiency. Janik mentioned that Apple offers a discount of \$30 to municipalities for this purpose. However, he suggested waiting until Mr. Dyer arrives to gather his input on the matter, as it is not an urgent decision.

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