

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

Roll Call:

Council Members Present:

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

Absent Members: Trustee Cook attended via zoom

Staff Present: DPW Superintendent- Chris Holton, Clerk-Scott and Village Manager/Zoning Administrator- Jim Dyer

Approval of Meeting Minutes:

Trustee Ager **Moved, Supported by** Trustee Cavendish to approve the October 5, 2023 Regular meeting minutes with a few minor corrections. **Discussion:** Trustee Cavendish requested an addition to the minutes regarding the Wade Trim amendment to the agreement on page four. She asked if a statement could be added indicating that she voiced a restriction on the increase and hopes for improvement in contract standards in the future. This request was made to ensure that the minutes accurately reflect her concerns and frustration during the discussion. **Motion Carried.**

Approval of Agenda (amendments/additions):

The Council agreed by consensus to the agenda.

Correspondence:

Patty Noftz- request for funds for the Visitors Center 2024.

Public Comment:

None

Staff Reports:

The Council received written reports from the Clerk, Treasurer/Deputy Clerk, DPW Superintendent, Harbor Master.

A. Village Manager/Zoning Administrator -

Village Manager/Zoning Administrator:

Village Manager Jim Dyer provided a written report to the council, discussing key points such as administrative office assistance, health insurance options for individuals aged 65 or older, a potential grant opportunity for a kayak launch, an agenda software solution, the possibility of a jurisdictional road transfer, and a forthcoming water rate proposal from Dawn Lund with Utility Financial Solutions.

*The Council agreed to set the date of the Council Retreat for Thursday November 30, 2023 at 1 pm at the Golf Course.

1. Committee Reports:

A. Employee Relations:

There is no report available for Employee Relations as their meeting did not take place.

B. Finance Committee:

Finance Committee Chair Gale reported that they have minutes from both the October 11 and the November 8, 2023 meetings. The Committee has two items, namely mid-year budget amendments and an ordinance to amend the fiscal year, which they will recommend action on tonight as indicated on the agenda.

C. Infrastructure Committee:

Infrastructure Chair Cavendish provided a written report and a verbal update. They are still working on the electric car chargers and exploring sponsorship options. They are also waiting for a response from EGLE regarding the dam report and possible violation, and the Department of Public Works (DPW) have been monitoring it during heavy rains with no problems so far.

D. Waterfront:

There is no report available for Waterfront as their meeting did not take place.

E. Parks and Trails:

There is no report available for Parks and Trails as their meeting did not take place.

2. Ex-Officio Board Reports:

A. Planning Commission:

Ex-officio member Jane Gale reported that the Planning Commission will be conducting a public information session on zoning amendments, which was moved from 5 pm to 6 pm on November 15, 2023 with the meeting place to be determined. They will have a representative from Wade Trim present and display boards for one-on-one dialogue. The Planning Commission meeting afterward will primarily focus on discussing Seventh Street evaluations.

The October 18th, Planning Commission meeting minutes were provided.

B. NLTUA:

Ex-officio member Chris McCann reported on the Northern Leelanau Township Utility Authority (NLTUA) annual meeting. New officers were elected, including Supervisor Mike McMillan as Chairman, Chris McCann as Vice Chair, and Harper as Secretary. Temporary treasurer responsibilities were assigned until a fifth member from the township could be appointed to the NLTUA board. They discussed connection fees for the potential Fairway View project, with the understanding that adjustments must be made collectively by the village, township, and NLTUA. The presentation by Dawn Lund of Utility Financial Solutions highlighted different funding options for capital projects based on the latest data. The NLTUA will recommend a 8% rate increase for the next three years to both the village council and the township, and it's important for residents to understand that sewer bills will not decrease in 2028 when the debt service payment is converted to an operational fee.

3. Discussion/Potential Action Items:

A. Short Term Rental Taskforce:

President McCann appointed Kathy Wessell, Sherry Edwards and Teresa Sleder to the Short-Term Rental Task Force. McCann is still looking for a business owner to consider serving on the committee.

B. Mid-Year Budget Amendments:

Chair Gale explained that the Finance Committee had discussed proposed budget amendments for the last four months. These amendments cover various funds, including the general fund, major streets, fireworks fund, water fund, capital fund, Marina Fund, and the vehicle and equipment fund. These amendments were designed to maintain contingency funds in the budget for the current year. The Finance Committee recommended approval of the budget amendments as provided by the Clerk.

Trustee Gale **Moved, Supported by** Trustee Harper to adopt budget amendments **Discussion:** The discussion revolved around the need to comply with the Uniform Municipal Budgeting Act by approving budget amendments when there are significant changes in the budget. In this case, it was clarified that the changes being discussed did not have a substantial impact on the overall budget. **Roll Call Vote:** Yeas (6) Nays (0) **Motion Carried.**

C. Consideration of Budget Year Amendment Ordinance 138:

Trustee Harper **Moved, Supported by** Trustee Ager to adopt village ordinance 138, an ordinance that amends the village's fiscal year from March-February to July-June.
Roll Call Vote: Yeas (6) Nays (0) **Motion Carried.**

D. Resolution for Law Enforcement Grants:

Village Manager Jim Dyer explained that the grant is distributed to the county based on population and road miles, regardless of whether the village approves the resolution. The resolution would allow the sheriff to use those grant funds within the village. The Council discussed need for someone who voted against it to bring it up for reconsideration.

Trustee Ager **Moved, Supported by** Trustee Gale to reconsider the adoption of resolution 6-2023 for Law Enforcement Grants: **Roll Call Vote:** Yeas (5) Nays (1) Trustee Harper **Motion Carried.**

Payment of Bills:

Trustee Harper **Moved, Supported by** Trustee Conley to approve payment of the bills for the month of October when funds become available in the amount of \$91,775.31 **Discussion:** The Council is considering potential adjustments to the bill payment process. They are contemplating the possibility of withholding certain payments until they have received official approval from the Council while continuing to pay utilities and other monthly bills as usual.

Roll Call Vote: Yeas (6) Nays (0) Absent (1) **Motion Approved.**

Public Comments:

Kay Pentzein- asked for clarification on the zoning meeting, and questioned why she never received a response regarding her interest to work on the short-term rental taskforce.

Council Comments:

Trustee Cavendish- thanked the volunteers for their willingness to serve on the short-term rental taskforce.

Adjournment:

Trustee Harper **Moved, Supported by** Trustee Ager to adjourn the meeting at 8:15 pm.
Motion Carried.

Several Citizens attended via zoom.

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