Trustee's Report to the Village Planning Commission
May 2023

The Village Council held its regular meeting on May 4, 2023.

Interim Village Manager Chet Janik has been in the office Tuesday, Wednesday and Thursday since April 27. He completed interviews with all Trustees and Village employees and is compiling results of the SWOT analysis he asked everyone to prepare. He has drafted a recruitment package to use for the Village Manager search which he will refine during his vacation next week.

The Trustees heard public comment and reviewed correspondence regarding the Mill Pond/dam/Northport Creek, sewer rate increase, and the art installation at Olean's (Jolene's new attire).

The Clerk and Treasurer provided written reports. Treasurer Edmondson received notice from MDOT that the golf cart application was accepted.

DPW is soliciting bids for pavement repairs planned for this spring, completed spring street sweeping with the LC Road Commission and removed several stumps left behind by downed trees. Hydrants will be flushed on May 17.

Finance Committee recommends a salary range for the Village Manager of $60,000 - $72,000. Interim Manager Janik was authorized to publish the range in the recruiting package. The committee recommends the hiring of a part time clerical position at $18 - $19 per hour. Employee Relations will prepare a formal job description.

The Waterfront Committee will schedule a meeting with contractors, project manager, Harbormaster and DPW to establish the completion date for the parking lot project to inform the public. The Harbormaster will have to shuffle slips during construction. The commercial slips will not be used for 2023 as planned. The electric boat charging station has been installed, the fuel system is now operational and the new wi-fi and surveillance systems are in place.

The Infrastructure Committee is tracking multiple projects that Laura and/or Nicole can summarize.

The Parks and Trails Committee is applying for grants to replace the old wooden playground equipment and swings with weather-resistant modules. The total cost, including removal and excavation, is $106,000. They also toured the 8th Street trailhead and 7th Street property with the USDA District Conservationist to identify grant potential.

Employee Relations is assisting in the search for a Village Manager and part-time zoning administrator. They also discussed adding a part-time clerical position.

The NLTUA is in a time of transition while the Township names a new Supervisor. Relining the sewer line on North Shore was completed at a cost of approximately $100,000.

The dismissal of the plat amendment has been filed and final invoices were issued and paid.

The following matters were discussed by the Trustees:

- An Operations and Maintenance Plan for the proposed Village Social District was reviewed. Trustees requested more information on security/enforcement by the Leelanau County Sheriff's Department, additional restrooms and managing waste removal. Trustees also are seeking a clear definition of the common spaces.
- The search for a zoning administrator has not turned up anyone to serve in an interim capacity. Mr. Janik will investigate the possibility of sharing a ZA with Leelanau Township and/or contract for services with a business. Current ZA Scott will remain in the position until a solution is found.
- The owner of the New Bohemian Cafe is planning an expansion in the fall and would like to partner with the Village on construction of a public restroom at the rear of the public parking lot. A public restroom at that location is in the Capital Improvement Plan seeking funding. The Chamber of Commerce/local merchants along Waukazoo may be willing to cover the cost of portable restrooms for 2023 while the village explores funding sources for a permanent structure.

The Trustees took the following actions:

- Approved an expanded scope of services in the contract with GEI Consultants of Michigan to assist with pond refill permitting and addressing violation notices from EGLE after the notices have been reviewed by the village attorney.
- Approved the appointment of Virginia Foley (effective immediately) and Gretchen French (effective June 1) to the Planning Commission.
- Amended Village Ordinance 97 An Ordinance to Regulate the Use and Operation of Low Speed Vehicles to permit the legal operation of golf carts on M-201 where the posted speed limit is 25 MPH.
- Approved the Fee Schedule with one amendment - the street closure fee will not apply to Local Streets.

Respectfully submitted,
Jane Gale