

Trustee's Report to the Village Planning Commission December 2023

The regular meeting of the Village Council was held on December 7, 2023.

Clerk Scott provided a written report with these highlights:

- A draft 4-month budget has been prepared for review by the Finance Committee.
- Trustee volunteers are needed to fill Santa bags for Christmas Eve distribution.
- Documents are being gathered in response to an extensive FOIA request.

Treasurer Edmondson provided a written report of monthly revenue. To date the village has received \$4,684.66 in donations (\$1000 from the bottle fund!) for the holiday tree lighting. Donation forms and tax receipts are available from the Treasurer for anyone interested in making a contribution.

DPW Superintendent Holton provided a written report. Highlights include:

- Curbside leaf and brush pickup has concluded for the year.
- The 3rd Street DPW building experienced major failure of the heating boiler.
- One of the decorative street lights was damaged during the tree decorating process. An insurance claim has been filed.

Harbormaster Rosemurgy provided a written report. Highlights include:

- The swim area will be expanded in 2024 with the purchase of new spar swim buoys.
- Seasonal slip invoices will be mailed in January and the wait list will be updated in February.

Manager Dyer provided updates on several items.

- The office assistant position may be shared with the Township and/or combined with the Treasurer position which will open with the retirement of Cindy Edmondson on Dec. 15.

- He is working on a proposed kayak launch site, probably at Haserot Park, and with representatives of Three Rivers Properties. LLC regarding the Mitten and Fairway Residences regarding sewer connection fee options.
- The Short Term Rental Task Force is fully established and will hold its initial meeting in January.
- The Village received a grant of \$1,650 from the Leelanau Township Community Foundation to fund a grant consultant. A financially-distressed village grant application will be filed on Friday, Dec. 8 requesting \$450,000 for NLTUA infrastructure needs.
- Five permits were issued for construction of garages/ADSs, a porch and a storage structure at Northport Building Supply and ACE Hardware.

Employee Relations Committee discussed restructuring the office assistant position into a shared one that also supports the Township. Manager Dyer and Supervisor McMillan are exploring options. The committee asked Mr. Dyer to work on a process for scheduling vacation time during the transition to a new fiscal year.

Finance Committee met prior to the November Council meeting.

Infrastructure report will be given by Chair Cavendish.

Waterfront Committee did not meet.

Parks and Trails is working with Sinclair Recreation to modify the playground equipment replacement project to fit our budget. The committee asked Manager Dyer to follow up on rerouting the trail between Braman Hill and the golf course and updating agreements with the new owners of the property. They continue to work on plans and funding for a new kayak launch in Haserot Park.

Trustee Gale reported on the Nov, 15 public information session on the amended zoning ordinance and cancellation of the Planning Commission meeting.

NLTUA assigned responsibility for the Treasurer role to the Township in response to an auditor's recommendation. The Board has prepared a resolution for a rate increase and request for an additional loan from the Village. The resolution must be adopted by all three governing parties - Village, Township and NLTUA.

The following actions were taken by the Trustees:

- Approved a proposal from Utility Financial Solutions, LLC to perform a water rate study. This is the same firm that conducted the sewer rate study and their work was exemplary.
- Tabled discussion of a revised Purchasing Policy.
- Adopted Resolution 07-2023 to approve the NLTUA Rate Increase and Additional Loan Request, the loan in the amount of \$190,000.
- Approved the appointment of Nicole Arbury to the Planning Commission.
- Approved the appointment of Joel Heberlein (business owner who does not have rental property) to the Short Term Rental Task Force.

Respectfully submitted,
Jane Gale