VILLAGE OF SUTTONS BAY

VILLAGE COUNCIL REGULAR MEETING
MINUTES OF AUGUST 20, 2018

The meeting was called to order at 5:30 p.m. by President Lutke.

Present: Bahle, Case, Christensen, Egan, Hylwa, Lutke and Suppes
Staff Present: Lorrie DeVol, Treasurer, and Richard Lewis, Interim Manager

Approval of Agenda
Bahle motioned, Case seconded, CARRIED, to approve the meeting agenda as presented. Ayes: 7, No: 0

Consent Agenda
Case motioned, Hylwa seconded, CARRIED, to approve the Consent Agenda as presented. The July 16, 2018, Council regular meeting minutes and the July 24, 2018, Council Special meeting minutes submitted by Fay can be found in this meeting packet, and are approved. The Treasurer’s Report submitted by DeVol can be found in this meeting packet and is approved. Ayes: 7, No: 0

Public Comment/Communication and Reports
Donna Popke – would like to have the village office available to the public for rental, and the restrooms available for public use.

Cathy Groleau - asked what can be done about weeds growing near businesses and along the bike path.

Unfinished Business

Zoning Ordinance
Bahle motioned, Egan seconded, CARRIED, to approve Zoning Ordinance 2 of 2018, with a unanimous affirmative roll call vote. Ayes: 7, No: 0

WWTP Liner Replacement Project
Case motioned, Egan seconded, CARRIED, to approve to the contract with KAL Excavating Co, in the amount of $366,000 for the 2018 Wastewater Treatment Plant Liner Replacement Project, and to approve the budget amendment for expenditures in the amount of $384,300 from the Wastewater Fund. Ayes: 7, No: 0
**Marina Upgrade Project**

Bahle motioned, Hylwa seconded, CARRIED, to approve Contract Amendment #3 with Gosling Czubak Engineering Services, Inc. for $31,500. Ayes: 7, No: 0

Egan motioned, Suppes seconded, CARRIED, to approve the agreement with Floatation Docking Systems, Inc., in the amount of $505,192, with funds from the Marina Project Bond fund, and an amount of $31,000 for the optional improvements 1, 2, and 5 with funds from the Marina fund. Ayes: 7, No: 0

**SAW Grant – Change Order with Fleis and Vandenbrink**

Christensen motioned, Case seconded, CARRIED, to approve Change Order #2 with Fleis and Vandenbrink in the amount of $71,000, paid for through the SAW budget. Ayes: 7, No: 0

**DDA/TIFA Plan Public Hearing**

**Public Hearing opened at 5:43 pm**

Rod Groleau, 195 S Shore Dr – Stated that he lives just outside the DDA district on the south side. He questioned how the proposed plan would affect those on the fringes of the district and stated that new infrastructure and upgrades in the district should not take precedent over that already existing within the Village.

Sarge Begeman, 619 N St Joseph St – Questioned why residential properties are included in the district, questioned if homes on the north end of the district can have a business within, and addressed parking limitations. He does not believe that residential properties should be part of the district.

Bob MacEachran, 704 N Dockside Circle, C4 - Commented that the value increases will eventually fund the plan.

Jim Williams, 105 W Broadway – Asked about DDA funding, stating values will increase with improvements, such as upgraded paved parking.

Lois Bahle, 376 N Lincoln St – It is good to establish a DDA when property values are declining in order to capture the increase, and that a DDA offers valuable tools to the community.

Hearing closed at 6:01 p.m.

Lewis gave a brief overview of the DDA, explaining the funding mechanisms.

Bahle motioned, Christensen seconded, CARRIED, to approved Ordinance 3 of 2018, adopting the Suttons Bay Downtown Development Authority Plan and Tax Increment Financing Plan, with an affirmative unanimous roll call vote. Ayes: 7, No: 0
TAP Grant – Change Order #2 with UPEA Engineers and Architects, Inc.
Case motioned, Suppes seconded, CARRIED, to approve Change Order #2 with UPEA Engineering & Architects in the amount of $32,950. Ayes: 7, No: 0

Friends of the Library request for landscaping at Marina Park
Egan motioned, Suppes seconded, CARRIED, to approve the Friends of the Library to landscape Marina Park grounds surrounding the Library per the submitted design, excluding the placement of a memorial, and that the fee for a License of Use be waived. Ayes: 7, No: 0

Contract Gosling Czubak for WWTP permit renewal
Egan motioned, Bahle seconded, CARRIED, to approve the Contract for Services regarding the NPDES Discharge Permit Renewal with Gosling Czubak Engineering Services, Inc. in an amount not to exceed $3,000, with funds from the Wastewater fund. Ayes: 7, NO: 0

Intergovernmental Agreement to Manage Floodplain Development
Egan motioned, Christensen seconded, CARRIED, to approve the Intergovernmental Agreement with Leelanau County Construction Codes and that the Village President be authorized to execute any/all documents relating to the National Flood Insurance Program, with an affirmative unanimous roll call vote. Ayes: 7, No: 0

Change of Village Council regular meeting time
Egan motioned, Christensen CARRIED, to change the Village Council regular meeting time to begin at 5:00 p.m. for the months of September and October of 2018. Ayes: 7, No: 0
Council further agreed to change the Committee of the Whole meeting to November, with the three committee meetings moved to October.

Lewis excused at 6:20 p.m.

Special Committee Reports
Village Manager Candidate Profile - Egan gave update from the Manager Search Consultant, indicating she does not see a need for the committee to meet. The consultant will keep the council apprised, and request information from them as needed. Case commented it is fluid, and a great process.

Public Comment
Eric Carlson cautioned that the Open Meetings Act be kept in mind while setting up the manager interview process.

Donna Popke requested that a monument/sculpture policy be considered. Egan suggested adding donations to that policy also.

The meeting adjourned at 6:29 pm.

Meeting minutes submitted by Lorrie DeVol, Village Treasurer