

# SAUBLE TOWNSHIP BOARD

## MEETING MINUTES

### NOVEMBER 14, 2022

**CALL TO ORDER:** 6:00 pm

**ROLL CALL:** Mary Ann Nugent-present, Gail Raad – present, Beth Acker-present, Tracy Baker-absent, Hamid Mir-present.

**Agenda Revisions:** None

#### **MINUTES:**

Acker motion to approve the October 10, 2022, meeting minutes with a second by Nugent. All in favor. Motion carried.

Acker motion to approve the October 26, 2022, Special meeting minutes with a second by Nugent. All in favor. Motion carried.

Acker motion to approve the October 29, 2022, Sauble Lakes 1-4 Public Hearing on assessment minutes with a second by Nugent. All in favor. Motion carried.

#### **Board Reports:**

- **Supervisor:**
  - Congratulations to Beth Acker as treasurer and Linda Snow as trustee.
  - Thank you, Hamid Mir, for your time served as an appointed trustee.
- **Clerk:**
  - Gave election results for Sauble Township. Had a 68.7% turnout which was highest in Lake County.
  - Acker motion to approve bills & payroll with a second from Nugent. All in favor. Motion carried.
- **Treasurer:**
  - Raad motion to approve treasurer's report as presented with a second from Nugent. All in favor. Motion carried.
  - \$3.00 PILT is now being collected from Pleasant Acres Trailer Park. Sauble Township keeps .50 cents, \$2.00 to State and .50 cents to County
  - 2022 Winter Tax – received download files from County today and will verify address changes, SAD, Millages etc. Will send files to KCI by Friday, 11/18/22.
- **Trustees:** Nothing.

**Public Comment:** None.

#### **Dignitary Reports:**

**Gary Nugent, Chairman for the Fire Board:** 4 medical & 1 fire in Sauble. Month to date is 38. YTD is 241 with last year total of 228.

**Gary Nugent, SEE Joint Building Authority:** Sidewalk heating pads aren't working so Gary will meet with contractor on Tuesday, 11/15/22.

**Gary Nugent, SEE Fire Support:** Outdated product was discarded. Need to purchase Gatorade Zero. A contribution from Sauble Township to Fire Support will be discussed at December board meeting.

**Don Arquette, County Commissioner:** Gave report from last commissioner's meeting.

**Richard Martin, Lake County Sheriff Department:** Not Present

**Road Commission:** Not present. Nugent spoke with Leroy Williams from LCRC, and they will begin road project in spring of 2023.

**Bill Rodgers, Land Use Administrator's Report:**

- Issued no permits
- Zoning/Blight Violations
  - Hamilton RD – Inoperable, Abandoned Vehicles, Vehicle Parts, Junk/Blight
    - NEW DEADLINE WAS NOV 11, 2022; however, continues to get a busy signal when he calls.
  - W 6 Mile RD – Junk/Blight
    - NEW DEADLINE FOR TRAILER REMOVAL WAS EXTENDED TO 11/4/22. Rodgers contacted him on 11/9/22 and his truck caught fire so needs to get a new truck. Rodgers will check back in a couple of weeks, and he thinks property is looking good.
  - 3 Mile/Hamilton RD – follow up on partially dismantled trailer removal from August 2021
    - Property owner is trying to get trailer remains removed, however, stated won't be doing anything further until spring 2023.
  - N Mac Rd/6 Mile RD, SW Corner, house with large hole in roof and abandoned car. Daughter is coming this week with the title for the car. He will get it taken care of in the next couple of weeks.

**COMMISSION/BOARD REPORTS:**

**Planning and Zoning:**

- Jim Sharp stated that at the planning commission's November meeting Short Term Rentals was discussed. Nothing will be amended at this time; a Special Use Permit is required.
  - If the State legislature decides, it is a simple process to amend the short-term rentals.
- Lake County Planning Commission acknowledged receipt of the ordinance but made no comments
- The ordinance now goes to the board for approval
  - Board votes by motion.

**Zoning Board of Appeals:** Nothing

**Board of Review:** Meeting will be held on December 13<sup>th</sup> at 1 PM.

**Unfinished Business:**

- **UPDATE – Sauble Lakes (1-4) SAD**
  - 2<sup>nd</sup> public hearing on the assessment role was held on Saturday, October 29, 2022 at 9:00 AM.
  - SAD is completed.
- **Trunk n Treat**
  - Gave away 95 treat bags; however more children were in attendance.
  - Sheriff Department's donated \$200 from the Charity Returnable Fund.
  - Sheriff Explorers group was helpful and will request they attend next year.
  - Have someone dedicated to taking pictures of the event.
  - Upgrade electrical to handle all the plug ins as only the popcorn machine could be used. Do a dry run to insure there is adequate electrical.
  - Thank you to all the volunteers who made this event a success.

- **Land Use/Zoning Administrator Job Description**

- Township board drafted a new version at the Special meeting held on October 26, 2022.
- Zoning Administrator Certificate class completion is required.
  - Person who holds the position must register for the class by September 2023 to attend the 2024 class.

**New Business:**

- **New Zoning Ordinance**

- Nugent motion to approve and adopt the Sauble Township zoning ordinance with a second by Raad. Roll call vote: Nugent, yes; Raad, yes; Acker, yes, Mir, yes. Four in favor. Motion approved.

- **Resolution 18-2022**

- Raad motion to approve and adopt the annual monthly meeting schedule for Sauble Township Board of Trustees with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes, Mir, yes. Four in favor. Motion approved.
  - Meetings are held on the second Monday of each month at 6 PM.
  - Nugent will post on website and on boards.

- **Resolution 19-2022**

- Nugent motion to approve and adopt the annual monthly meeting schedule for Sauble Township Planning Commission with a second by Acker. Roll call vote: Nugent, yes; Raad, yes; Acker, yes, Mir, yes. Four in favor. Motion approved.
  - Meetings are held on the first Tuesday of each month except July meeting will be on the 5<sup>th</sup>.
  - Nugent will post on website and on boards.

- **Board of Review Re-appointment (4) for 2023-2025**

- Acker motion to reappoint John Acker, James Sharp, Bob Woolever and Tom Snow (alternate) for 2 years effective 1/1/23 with a second by Nugent. All in favor. Motion carried.
- Oath of office will be given after tonight's meeting. John Acker must take oath within 10 days as he is not present at the meeting.

- **Planning/Zoning Commission Reappointment (1) for 2023-2026.**

- Raad motion to reappoint Bob Woolever for a 3 yr. term effective 1/8/23 with a second by Acker. All in favor. Motion carried.
- Oath of office will be given after tonight's meeting.

- **ARPA Projects Update:**

- **Peterson Well drilling** – separate water line for township
- **Brooks Security** – security cameras
- **Fresh Coast Foam** – insulated township hall at no cost. Donated materials and labor.
- **First Rate LLC** – roofing has been completed; payment was made using CD #1 and \$899 will be from the ARPA fund.
- **Potential uses for remainder of ARPA funds:**
  - Siding, carpet, copier, laptops, Generac.

- **SNOWPLOWING**

- Matt Riggs to continue as snowplowing provider.
- Contract was mailed to Riggs for his signature.

**Public Comment:** One comment began 6:54 pm to 6:55pm.

**Board Privilege:** Raad has final expenses incurred by township to administer the SAD for Loon Lake and Sauble Lakes. Reimbursement will occur in March 2024.

**Adjournment:** Motion by Raad, second by Nugent. All in favor. Motion carried. Meeting adjourned at 6:57 p.m.

Respectfully Submitted,

Gail Raad, Sauble Township Clerk