

**WEST TRAVERSE TOWNSHIP  
BOARD MEETING MINUTES  
SEPTEMBER 14, 2021**

Supervisor Bartlett called the meeting to order at 6:00 pm.

Roll Call: David Green, Annie Mooradian, Kristi Hollingsworth, Jim Bartlett, Cindy Baiardi

Visitors: Dawson Moore, John Riggs, Tracy Beckley, Paul Mooradian, Mary Jane Zako, Lou Zako, Jim Sergeson

The Pledge of Allegiance was said by all.

Approval of Agenda and Additional Items: **Green moved to approve the agenda as presented. The motion was seconded by Hollingsworth.**

**Vote: All yes.**

Public Comments: None.

Approval of Minutes: **Hollingsworth made a motion to approve the Minutes of Tuesday, August 10th, 2021 as submitted. Mooradian seconded the motion.**

**Vote: All yes.**

Correspondence: Correspondence was reviewed.

Thorne Swift Report: Riggs presented his written report.

Audit Report for Fiscal Year ending 3/31/21: Bartlett thanked Baiardi and Hollingsworth for their work on this with the Auditor. **Green moved to accept the audit. Mooradian seconded the motion.**

**Roll Call: Hollingsworth – yes, Green - yes, Mooradian - yes, Baiardi – yes, Bartlett – yes.**

**Vote: All yes.**

Outdoor Gathering Ordinance Review: Bartlett explained the ordinance was developed in 2003. Suggestions of updates from Township Attorney were included in the packet. These included language changes and sample language suggestions from the MTA. Mooradian passed out a sheet with some of her suggestions. The Board went through the ordinance and discussed the following areas in more detail.

Section 2 Definitions: There was discussion of whether there should be an exemption for 501 (c)(3) organizations as appeared in the MTA sample document. Mooradian felt non-profits should not be exempt as they could by-pass the ordinance. Baiardi asked if it would make a difference if it was a ticketed event versus a fundraiser. Bartlett suggested it should not make a difference. He also said it should not matter what group is hosting the event. There was agreement there should be no exemption.

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Section 3 License Required: Wurster had some suggestions which would allow the Board to more easily change rates.

Section 4a Application for License: Wurster added some language to clarify.

Section 10a Minimum Requirements, Security Personnel: Mooradian said she spoke with the local Sheriff and is comfortable they are trained in this area and could approve a security plan.

Section 10e Minimum Requirements, Facilities: Mooradian suggested we keep the current language which is narrower in scope. Baiardi said we don't need the shower facilities language as we would not allow camping. All were in favor of not allowing camping, even on a limited basis. Section 5f, Camping and trailer facilities, would be struck.

Section 10f Minimum Requirements, Food Service: The board liked the sample MTA food service language and would recommend it replace the current language.

Section 10g Minimum Requirements, Medical Facilities: Language suggestion for cooling tents or facilities will be added.

Section 10m Minimum Requirements, Access and Traffic Control: The group felt it should be approved by the Sheriff. M-119 poses a unique situation and Mooradian suggested we can't tweak this for each applicant as safety is paramount. M-119 is a substandard highway and Mooradian would like to see a multi-jurisdictional M-119 traffic study from the City of Harbor Springs to Cross Village to discover the scope and demands on the highway and the true size of the events.

Bartlett asked if the language should be changed or if it should be left up to local law enforcement. Mooradian felt that M-119 is a safety issue during busy times, so she doesn't think the language can be removed. There are two issues. The ordinance language says traffic lanes and space need to be kept open for emergency equipment, and the Sheriff will need to approve the licensee's plan for access and traffic control. Bartlett feels the traffic questions should be left up to the Sheriff's department. Paul Mooradian said the language currently in the ordinance is there for a reason and not every road can support large gathering. He feels there is a limit the road can support. Green thought the language about access, traffic lanes, and open space refers to the site itself. Bartlett will discuss this section with Wurster and the Sheriff.

Section 10o Minimum Requirements, Camping and Trailer Parking: Paragraph should be struck.

Section 10p Minimum Requirements, Illumination: Should be changed to "Lighting."

Section 10q Minimum Requirements, Insurance: It was decided the numbers should be increased.

Section 10r Minimum Requirements, Bonding: It was decided the numbers should be increased.

Section 10s Minimum Requirements, Fire Protection: Mooradian corresponded with Adam Krause, Plan Review Specialist with the Bureau of Fire Services from the State. He said the proposed change was acceptable but felt we should still have a Regional State Fire Marshall inspector look over the application to provide guidance and suggestions to the local Fire Chief. The Fire Chief could contact the State Fire Marshall if needed. Baiardi brought up that another layer of review would relieve small town public pressure on the Fire Chief. Mooradian said this is a small step to take to provide public safety given this is a small municipality. More discussion to come in October.

Section 10t Minimum Requirements, (Would be Communication): Mooradian said cell service is bad in parts of the township. She would like to see the communication section remain. Land lines or other forms of communication should be included. Bartlett will discuss with Wurster.

Section 10u: Minimum Requirements, Noise Control: The board agreed with the MTA sample language and it was decided a quiet period between the hours of 10 p.m. and 7 a.m. is acceptable.

Section 10v Minimum Requirements, Miscellaneous: There was some discussion.

Section 13a Enforcement and Penalties: It should be spelled out that fines would be \$500 per day.

Changes will be incorporated and brought back in October.

Township Secretary: Tracy Beckley is leaving her position as of September 17, 2021. The job has been posted around town, on several job boards and will be in the Harbor Light, Petoskey News Review and the Market Place. Until someone new is hired there will be a sign posted on the door with contact information and the phone message will be changed. Township Board members are asked to help if possible.

ARPA Letter: The Township has been approved for approximately \$172,000. **Green made a motion to accept the ARPA funds. Hollingsworth seconded the motion.**

**Roll Call: Green - yes, Mooradian - yes, Baiardi – no, Hollingsworth – yes, Bartlett – yes.**

Clerk's Report: None.

Treasurer Report: Hollingsworth presented her report.

Planning Commission's Report: The minutes were included in the packet.

Zoning Administrator's Report: White's written report was discussed. Hollingsworth appreciated the blight issues are showing improvement. She mentioned one property has been cleaned up before, but then goes back. Bartlett is working with the Zoning Administrator on this. It was discussed that Rodrigo's have moved the tents from their property, although one tent appears to be on a neighboring property. This happened after the violation was issued with a court date of October 4th.

**Hollingsworth made a motion to withdraw from the court case as Rodrigo's has remedied the situation. Green seconded the motion.**

There was discussion about the location of the remaining tent.

**Roll Call: Mooradian - yes, Green – yes, Baiardi – no, Hollingsworth – yes, Bartlett – no.**

**Vote: Three yes, two no.**

Recreation/Thorne Swift Committee: Report on manure problem was given.

LTBBOI Litigation: No change.

Supervisor's Report: He and White have had some contact with Breckenridge Farm but have not been able to set a date for a meeting.

Approve payables and payroll: **Green made a motion to approve the payables and payroll as presented. Hollingsworth seconded the motion.**

**Vote: All yes.**

Public Comments: Sergeson spoke as a President of the Fairway Hills Association. They have recently reactivated the Association rules and regulations that were set up in the 1980s. He had some questions about the ownership of Robert Mitchell Park and was directed to contact the Register of Deeds. He had questions about road lighting on Marion Drive and was directed to the Emmet County Road Commission. Sergeson reported on well testing that had been done and it was recommended he contact the health department and do additional testing.

Paul Mooradian reported the Planning Commission did part of a MTA training webinar. He thanked the Township Board for purchasing it. It was brought up by a Planning Commission member, and in the training, that the Zoning Board of Appeals, Township Board, and Planning Commission meet to increase familiarity and to talk about the roles of the different boards. It was mentioned the meeting should include the Planner and Zoning Administrator. Mooradian will follow up with the Planner for guidance. Moore also spoke in support of a joint meeting to clarify the roles of the different boards and so members get to know each other.

Board Comments: None.

Next Regular Meeting: Tuesday, October 13, 2021 at 6:00 pm.

Supervisor Bartlett adjourned the meeting the meeting at 7:37 pm.

Respectfully Submitted by:

Cindy Baiardi, Clerk

Transcribed by:

Tracy Beckley, Township Secretary

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