

LONG LAKE TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE SPECIAL MEETING
HELD FEBRUARY 21, 2019

A special meeting of the Long Lake Township Board was called to order at 4:00pm at Long Lake Township Hall, 8870 North Long Lake Rd., Traverse City, MI. Board Members attending: Rosa, Mehney, Hoffman, Wheelock, Schaub and Lemcool. Garvin was absent.

PLEDGE OF ALLEGIANCE: Was recited.

APPROVE/AMEND THE AGENDA:

Moved by Mehney and supported by Wheelock to approve the agenda as presented. Carried.

CONFLICT OF INTEREST STATEMENT: None stated.

PUBLIC COMMENT: None.

PENDING BUSINESS:

A. Quotes – Township Insurance Package

Three (3) quotes received:

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|----|---|-------------|
| 1. | Municipal Underwriters of West MI, Inc.
Includes Twp. Portion, Fire Rescue Portion
and Group Travel/Board | \$27,269.00 |
| 2. | ESIP by Bruner Agency, Inc.
Includes Fire Rescue Portion only | \$ 9,023.00 |
| 3. | VFIS, Div of Glatfelter Ins. Group
Includes Fire Rescue Portion only | \$16,516.00 |

Motion by Wheelock to accept the quote submitted by Municipal Underwriters of West MI, Inc. at \$27,269.00. Motion was supported by Schaub and carried. The Board would like to receive multiple quotes for this insurance package going forward.

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PENDING BUSINESS:

B. Proposal – Design Services, Township Fire Rescue Facility by Fleis & VandenBrink

This is a proposal by Fleis & VandenBrink to provide professional architectural and engineering design services for the Long Lake Fire Rescue Facility. Ben Kladder of Fleis & VandenBrink was present to discuss the Space-Needs Study from a planning doc into draft conceptual floor plans with refined cost estimates. The Township would like to use a phased approach for the project.

Phase 2 would be Design Documents to include Design Development, Civil Design and Construction Documents.

Phase 3 would include Construction to include Construction Management Delivery.

Following discussion, it was moved by Mehney to approve Phase 1 fees at \$18,900. for Architectural & Engineering Design Services for the Long Lake Township Fire Rescue Facility as proposed by Fleis & VandenBrink Motion was supported by Schaub and carried.

C. Short-Term Rental Draft Ordinance – Planner Sickterman gave insight relating to the process thus far in working toward creation of a Short Term Rental Ordinance for Long Lake Township. A survey regarding this issue has been running for some months on the township website to allow our residents to express their thoughts/experiences on this subject. A public meeting was also held in the fall of 2018 regarding this issue. Many calls have come into the Township regarding the status of these type of rentals. Some surrounding Townships have banned short term rentals, others have put a decision on hold, some have developed specific zones, etc.

Because this is a difficult issue to make decisions on, due to a variety of situations, a company called Host Compliance was contacted to help assist us with the process. They will be reviewing our proposed ordinance and together we will decide what level of assistance they can offer which might benefit the Township. There will be a follow-up meeting with Host Compliance in early March. Dan Thorell, G.T. County Health Dept. will speak to the Board regarding septic systems. A tentative public meeting is scheduled for June, 2019.

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NEW BUSINESS: None.

BUDGET STATUS: No action necessary.

ADJOURNMENT:

The meeting was adjourned at 5:53pm.

A handwritten signature in blue ink that reads "Carol A. Hoffman". The signature is written in a cursive style with a long horizontal flourish at the end.

CAROL A. HOFFMAN, CLERK