



VILLAGE OF SUTTONS BAY
420 N FRONT STREET, SUTTONS BAY, MI 49682
VILLAGE COUNCIL REGULAR MEETING
MINUTES OF MAY 20, 2024

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

Present: Bahle, Case, Christensen, Lutke, Smith, Suppes and Yoder
Staff present: Fay, Larrea, and Deputy John Donohue

Consent Agenda

Lutke moved, Case seconded, CARRIED, to approve the Consent agenda as presented. The April 15, 2024 Village Council meeting minutes are approved. The payment of invoices is approved.
Ayes: 7, No: 0.

Agenda approval

Lutke requested an amendment to the agenda, adding a Planning Commission and a Zoning Board of Appeals appointment for consideration as Item 7g.
Bahle moved, Christensen seconded, CARRIED, to approve the request to amend the agenda.
Ayes: 7, No: 0.
Yoder moved, Suppes seconded, CARRIED, to approve the amended agenda as presented.
Ayes: 7, No: 0.

Public comment

Matt Marske, President of the Homeowners Association of Jefferson Street, commented on the services provided/not provided to residents of Jefferson Street.

Written public comment was received from Inland Seas regarding a dumpster that Boones has on village right of way adjacent to land owned by Inland Seas.

Written public comment was received from the County of Leelanau regarding a tentative E911 Service Plan.

Appointment of Library Board Member

Yoder moved, Case seconded, CARRIED, to approve the appointment of Mary Jo Cartright to serve as Trustee on the SBBDL Board of directors for a four-year term. Ayes: 7, No: 0.

VSBB-2024-27 Electronic Lock Proposals

Case moved, Smith seconded, CARRIED, to approve the proposals by EPS to upgrade the entry system at the Village Hall and the DPW buildings in the amount of \$5,600 and \$4,800 respectively. Ayes: 7, No: 0.

VS-2024-28 Machin Engineering Proposal-Pedestrian Crossing

Bahle moved, Case seconded, CARRIED, to accept the proposal from Machin Engineering in the amount of \$9,300.00 to design Phase 2 of an ADA compliant pedestrian connectivity plan at M-22 and Beach Street. Ayes: 7, No: 0.

VS-2024-29 Ordinance No. 28 Trailer Parking and Abandonment

Yoder moved, Smith seconded, CARRIED, that Village of Suttons Bay Ordinance #28 Trailer Parking and Abandonment, regulating the storing and abandonment of unattached trailers on village streets be adopted, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

VS-2024-26 Fee Schedule Amendment-Resolution

Smith moved, Yoder seconded, CARRIED, to adopt Resolution 4 of 2024 amending Resolution 8 of 2023 to provide for the fee changes identified in Exhibit A, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

VS-2024-30 Category B Grant Application-Resolution

Smith moved, Yoder seconded, CARRIED, to approve Resolution 5 of 2024 Transportation Economic Development Fund Category B Program, with an affirmative unanimous roll call vote. Ayes: 7, No: 0.

Village Board appointments

Lutke nominated Debra Smith as Ex-officio to the Planning Commission, and Donna Popke as member of the Zoning Board of Appeals.

Bahle moved, Christensen seconded, CARRIED, to approve the nominations by Lutke, and appoint Debra Smith to the Planning Commission and Donna Popke, a three-year term, to the Zoning Board of Appeals. Ayes: 7, No: 0.

Staff reports

Larrea stated the Village is moving along on projects, and that a final walk through on the Waterwheel Park project is forthcoming.

Good of the Order

Yoder would like the Village to review services provided to residents of Jefferson Street. Larrea will look into services that can be provided.

Case remarked about the quality of work by KAL Excavating at Waterwheel Park further stating the project was way over the top from what he expected.

Bahle asked how Granicus is doing with the short-term rentals. Larrea stated it has been a nightmare. An update will be provided at the next meeting.

Christensen thanked the Manager and staff on obtaining grants and further agrees with comments from Case on the Waterwheel project.

Smith asked about the process to update the Manager's contract as it relates to spending limits. Larrea stated a proposed amended Manager's ordinance will be brought before the Administration Committee. She further requested that the Village look into automating and updating the payment process for both taxes and water/sewer payments. Larrea stated information will be obtained and provided.

Public comment

Fay stated her last day as Village Clerk will be May 31st.

The meeting adjourned at 6:15 p.m.

Meeting minutes submitted by Shar Fay, Clerk.