



**APPROVED**

**ACME TOWNSHIP REGULAR BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, November 14, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.**

**Members present:** J. Aukerman, C. Dye, A. Jenema, D. Nelson, P. Scott, D. White, J. Zollinger.

**Members excused:** none

**Staff present:** S. Winter, Planning & Zoning Administrator, J. Jocks, Legal Counsel, V. Donn, Recording Secretary

**A. LIMITED PUBLIC COMMENT:**

Virginia Tegel, 4810 Bartlett approves short-term rentals in the township

**B. APPROVAL OF AGENDA:**

Zollinger requested to add a supervisor report to the agenda under E. Reports Item I

**Motion by Nelson to approve agenda with this addition, seconded by White. Motion carried unanimously.**

**C. APPROVAL OF BOARD MINUTES: Regular: 10/03/17 & Special: 10/19/17**

Dye requested a correction made to the Special 10/19/17 minutes changing the time from 8:38 pm to 8:38 am.

**Motion by White for approval of Board and Special minutes with time correction, seconded by Aukerman. Motion carried unanimously.**

**D. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**E. REPORTS**

- a. Clerk – Dye:** Reported financial statements are completed. She was contacted by MTA (Michigan Township Association) to do an article in February on the township for their magazine. Acme Township was selected because they are having their annual convention at the Grand Traverse Resort in April.
- b. Parks - Jenema:** The committee is working on park signs and rules. Signs will be made for the parks to have them all uniformed. They want the Board to keep in mind using the small building at north Bayside Park for non-motorized rentals. This could be an option for additional revenue to use for maintenance and repairs to the parks.
- c. Legal Counsel – J. Jocks:** Working on zoning ordinances.
- d. Sheriff – Brian Potter:** Back from medical leave. Reported there has been an increase of traffic crashes in the township from previous years. He will initiate more police presence around the area to try in reducing these incidents. Starting the first of December, the parking ordinance will go into effect. It will be unlawful to park on maintained county roads and shoulders from 12 – 8 am. He is encouraging people not to park in the road keeping them clear for snow plows and emergency vehicles.
- e. County -Carol Crawford:** Reported on the negotiations for the county budget looking for approval after the public hearing tomorrow. Also on the agenda approval for the Brownfield project at the end of Boardman and 8<sup>th</sup> street. Vacant county executive positions have been now been filled.
- f. Roads –Jason Gillman:** No report

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- g. **Farmland Update-Laura Regan:** No report
- h. **GTMESSA November report:** in packet
- i. **Supervisor Report:** Zollinger gave an update on two projects. Sterling Contracting has started with the sewer pipe installation and Engineers are assessing the township pumps. One of the pumps have a restrictor plate and is being checked to see if it can be removed to increase the pressure. They are evaluating the system to get an overall cost for improvements.

## F. SPECIAL PRESENTATIONS:

### 1. 2016-17 Audit – Gabridge & Co.

Richard Neihardt with Gabridge & Co. reviewed with the Board the financial report for the year ending June 2017.

Motion by Jenema to accept the audit, seconded by Nelson. Motion carried unanimously.

## G. CONSENT CALENDAR:

### 1. RECEIVE AND FILE:

- a. Treasurer’s Report
- b. Clerk’s Revenue/Expenditure Report and Balance sheet
- c. Draft unapproved meeting minutes
  - 1. Planning Commission/MEETING CANCELLED FOR OCTOBER
  - 2. Parks and Trails meeting 10/20/17

### 2. APPROVAL:

- a. Accounts Payable Prepaid of \$105,059.91 and Current to be approved of \$6,955.94 (Recommend approval: Clerk, C. Dye)

## H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

- 1.                         None

Motion by Nelson to approve Consent Calendar, seconded by Scott. Roll Call motion carried unanimously.

## I. CORRESPONDENCE:

- 1. G. Lapointe, 6375 Plum Dr. Email date 10/11/17 Re: Medical Marijuana
- 2. D. High, 8934 Crockett Rd. Email dated 11/4/17 Re: Short term rentals
- 3. M. High, 8934 Crockett Rd. Email Re: Short term rentals
- 4. M. Gall, 8948 Crockett Rd., Email dated 10/17/17 Re: Vacation rentals

## J. PUBLIC HEARING: None

## K. NEW BUSINESS:

### 1. SAD Funding: Three requests in Hand

Wild Juniper with 29 parcels, Spring Brook with 65 parcels and Scenic Hills with 95 parcels. Due to funding needed for other critical projects the board has decided to add these requests to the Capital Improvement Plan for later consideration.

### 2. Resolution #R2017-36 to Wave Penalty For Not Filing Property Transfer

Motion by Jenema to approve Resolution #R2017-36 to Wave Penalty For Not Filing Property Transfer, seconded by Aukerman. Roll Call motion carried unanimously.

### 3. Resolution #R2017-37 to Move Funds from 401 Saylor Park Boat Launch into 208 Parks since the boat launch is completed. This \$682.45 can be used for maintenance.

Motion by Nelson, to approve Resolution #R2017-37 movement of funds from Fund 401 to 208 Parks, seconded by Jenema. Roll Call motion carried unanimously.

## 4. Charter contact agreement 2018

**Motion by Aukerman to approve Charter contract agreement for 2018, seconded by White. Motion carried unanimously.**

## 5. Trails Easement Agreement

Winter reviewed the easement agreement to secure for non-motorized trails and an easement with the owners of Holiday Inn Express. Jocks will make any necessary language revisions needed to the agreement before it is implemented.

**Motion by Jenema to approve model agreement with revisions made by Jocks, seconded by Scott. Motion carried unanimously.**

**Motion by Nelson to approve easement agreement with Holiday Inn Express, seconded by Aukerman. Motion carried unanimously.**

## 6. Capital Improvements Plan Draft Summary

Jenema gave a presentation on the capital improvements plan (CIP) workshop hosted by the Michigan Association of Planning. She went over the procedures presented at the workshop to develop a plan. The process involves identifying goals and objectives, prioritizing projects, and identifying costs to put in a master plan. Jenema suggested a team be appointed to start the project. A committee was formalize consisting of Winter, Jenema, Feringa and Aukerman. They are to work on a strategy to bring to the December board meeting.

## 7. Gilroy Roadside Park Recommendation

An MDOT survey shows it is an easement owned by the State and can't be deeded to the Township. It was recommended by Jenema to offer a partnership with the State, but not to take on any operation of the park.

**Motion by Aukerman not to take over operations of Gilroy Roadside Park, seconded by Jenema. Motion carried unanimously.**

## L. OLD BUSINESS:

### 1. Short-Term Rental Ordinance

Zollinger recapped the conversation from the previous board meeting before discussion was tabled. Board then continued to discuss the 5-acre requirement for a Vacation Home, reviewed the occupancy and concluded the following;

The board decided on additional revisions to the Short-Term Rental Ordinance.

- Change the present ordinance for Tourist Home in all zones by removing 2.1 E-3 name in window of tourist home.
- Add sentence under Tourist Home section 2.3, the owner shall be the local agent.
- Vacation Home rentals in the Agriculture district, occupancy changed to 2 plus 4.
- Vacation Home rentals in Commercial district single family homes only, occupancy changed to 2 plus 4.
- No Vacation rentals in residential districts.
- Under definition of Occupants striking children under 5.

**Motion by Jenema to approve the Short-Term rental Ordinance with modifications as stated, seconded by Nelson. Roll call motion carried by vote 6 in favor (Aukerman, Dye, Jenema, Nelson, Zollinger and Scott) opposed by one (White).**

**Motion made by Scott to change the renewal date under section 4.3 Application to December 31, 2017 for the 2018 year. Seconded by Jenema. Motion carried unanimously.**

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## **2. Medical Marihuana Licensing Ordinance Amendment**

Jocks explained the process involved for applying for a license and how the lottery selection will be handled.

Changes to the Ordinance were made:

- Under 4. Definitions (M) Qualifying Patient, should read definition of qualified patient found in the Medical Marihuana Act. Omit the words Primary Caregiver.
- Under 11. License Application should read, if a Provisioning Center, describe all locations in the premises where the sale or transfer to a patient shall take place.

**Motion by Nelson to approve Medical Marihuana Licensing Ordinance Amendment with changes as stated, seconded by Dye. Roll call motion carried by vote 6 in favor (Aukerman, Dye, Jenema, Nelson, Zollinger and White) opposed by one (Scott).**

## **3. Correction of Resolution 2017-30 to new resolution number to #R2017-34**

**Motion by Nelson to change resolution #R2017-30 to #R2017-34, seconded by Jenema. Roll call motion carried unanimously.**

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None**

**ADJOURN at 9:37 pm. Motion by Scott, seconded by Jenema.**