

CHARTER TOWNSHIP OF MONITOR
REGULAR TOWNSHIP BOARD MEETING
MARCH 28, 2011

The Supervisor called the meeting to order at 7:00 p.m.

Members present: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller
Members absent: None

The Pledge of Allegiance was recited by all present.

Public Input opened at 7:01 p.m. No public were present and public input was closed.

Motion by Pike supported by Miller to adopt the agenda as presented.
Motion carried.

Motion by Kochany supported by Miller to approve the minutes of the March 14, 2011 regular meeting as presented.
Motion carried.

Motion by Kowalski supported by Pike to pay the bills in the amount of \$4,562.89 from General Fund.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

Motion by Kowalski supported by Kochany to receive the Treasurer's Report for February 2011.
Motion carried.

Review of Hall Rental Regulations and Fees

Motion by Malkin supported by Miller to adopt the draft hall rental regulations and hall rental fees as follows:

Hall Rental Regulations

<u>Capacity:</u>	<u>Number of Persons</u>
Weddings or functions with dance floor	300
Showers and functions without dance floor	300
Auditorium seating, without dance floor	300
Standing only, without dance floor	300
Bar-room	38

Hours of Rental:

Monday through Thursday	8 am - Midnight (Bar closes at 11 pm)
Friday and Saturday	8 am - 1 am (Bar closes at midnight)
Friday Cooking (fee required)	8 am - 4 pm

Friday decorating only (fee required)
Sunday

1 pm - 4 pm
Noon- Midnight (Bar closes at 11 pm)

Decorations:

Paper decorations may be affixed, with masking tape only, to cement block, wood or brick NOT TO DRYWALL and must be completely removed the night of the rental. Failure to remove these items will result in the lessee being charged for the Custodian's time in removing these items.

No Helium (lighter-than-air) balloons are allowed.
No confetti, bird seed, rice or the like, is permitted in the building or any place on the premises.

Candles:

The device or holder shall be designed so that it will return to the upright position after being tilted to an angle of 45 degrees from vertical.

Exits:

No designated Exit shall be obstructed in any manner. (Designated Exit is a doorway over which there is an Exit sign.)

Equipment:

There are 49 tables and 313 chairs available. No additional tables or chairs may be brought in without the consent of the Board of Trustees. Exhaust fans in the kitchen are to be used while cooking.

Clean-up:

1. All food, beverages and beverage containers must be removed from the premises on the night of the rental.
2. At completion of hall use, chairs must be placed in the storage racks and tables cleaned by lessee, under the supervision of the custodian. The floors are to be swept.
3. No food or beverages in area of, or on the dance floor.
4. No standing on the tables or chairs is allowed, ladders are available for your convenience and safety.

All Rentals Serving or Selling Alcohol

Host Liquor Liability Insurance

If alcoholic beverages will be served or sold at your event, Monitor Township requires proof of host liquor liability insurance coverage. Either a copy of your homeowners insurance policy containing the specified coverage or a signed statement from your insurance agent shall be considered proof of insurance coverage.

Access to the Monitor Township Hall will not be permitted until this proof of insurance has been provided to Monitor Township.

All Rentals Selling Alcohol

If alcoholic beverages will be sold at your event, Monitor Township requires a copy of the liquor license the renter has obtained for the event.

Access to the Monitor Township Hall will not be permitted until a copy of the liquor license has been provided to Monitor Township.

Security:

Security is required at events where alcohol is served requiring the use of the bar where more than 50 people are in attendance and when the event will continue beyond 10 p.m.

Disallowed Rentals

The Township prohibits the use of the Township hall for the following:

Estate Auctions

Band concerts with limited admission

All rentals on Township recognized legal holidays or dates that the Township Office is closed in observance of the holiday.

HALL RENTAL FEES

Hall Capacity-300

FRIDAY OR SATURDAY RENTALS (INCLUDING ALL WEDDING RECEPTIONS)

REQUIRED FEES

Auditorium, Bar-Room, and Kitchen	\$450.00
Damage Deposit	\$125.00
Security Deposit (if required)	\$125.00
Clean-up Fee	\$ 80.00
TOTAL	\$780.00

The hall may be rented on the day before (if available 30 days before) for set-up and decorating from 8:00 a.m. to 1:00 a.m. \$100.00

OR

The hall may be rented on the day before (if available 30 days before) for set-up and decorating from 9:00 a.m. to 4:00 p.m. (after 4 p.m. regular rates apply) \$ 25.00 per hour or fraction thereof

Rehearsal dinner on Thursday or Friday night \$250.00 if booked for Reception.

LEASE AGREEMENT

A 50% deposit is required upon signing of lease agreement. The balance of 50% plus Damage Deposit, security fees and cleanup fees are due (30) thirty days prior to the event. Damage deposit, less damage charges will be refunded after an inspection and inventory has been made and a report forwarded to the Office of the Township Clerk.

SUNDAY RENTALS

Available Noon-Midnight Only \$150.00 + Damage Deposit
Clean-up Fee and
Security Deposit (If required)

DAYTIME RENTALS-MONDAY THRU THURSDAY

Available 9:00 a.m. - 4:00 p.m. \$150.00 + Damage Deposit
Clean-up Fee and
Security Deposit (If required)

RENTALS-MONDAY THRU THURSDAY

Available 9:00a.m. -midnight \$250.00 + Damage Deposit

Clean-up Fee and
Security Deposit (If required)

KITCHEN RENTALS

During regular Township office hours only \$ 25.00 per hour or fraction thereof

SMALL MEETING AND SHOWER RENTALS

Small meetings under 50 people, bridal and baby showers \$100.00 + Damage Deposit and
Clean-up Fee

GOLDEN ANNIVERSARIES & 100 YEAR BIRTHDAY CELEBRATIONS

Sunday through Thursday. No Rental fee for a couple that is currently resident in the Township for at least the past five years. Regular fees apply for non-residents and those who have not been in residence for at least the past five years. Damage Deposit, Clean-up Fee and possibly Security Guard fees are levied on all rentals.

FUNERAL DINNERS/WAKES

The deceased must have been a resident or a member \$ 40.00 + Damage Deposit and
of a resident's immediate family (parent, child, sibling). Clean-up Fee

HOLIDAY RENTALS

All rentals on Township recognized legal holidays, or dates that the Township Offices are closed in observance of the holiday, are prohibited.

Rental on a legal Holiday \$500.00 + Damage Deposit,
Not recognized by the Township Clean-up Fee, and
Security Deposit (If required)

FEES WAIVED EVENTS

At the discretion of the Township Board, Not-for-Profit Charitable Organizations may have rental fees reduced or waived. Security Deposits, and Clean-up fees still apply.

Official Township and Office functions are exempt from all fees provided no paying rentals are scheduled.

All government meetings are exempt from fees provided they are of a benefit to the governance or citizenry of Monitor Township. These meetings are subject to Clean-up fees, which maybe reduced or waived by the Township Board.

ALL RENTALS SERVING or SELLING ALCOHOL

Host Liquor Liability Insurance:

If alcoholic beverages will be served or sold at your event, Monitor Township requires proof of host liquor liability insurance coverage. Either a copy of your homeowners insurance policy containing the specified coverage or a signed statement from your insurance agent shall be considered proof of insurance coverage.

Access to the Monitor Township Hall will not be permitted until this proof of insurance has been provided to Monitor Township.

All Rentals Selling Alcohol

If alcoholic beverages will be sold at your event, Monitor Township requires a copy of the liquor license the renter has obtained for the event.

Access to the Monitor Township Hall will not be permitted until a copy of the liquor license has been provided to Monitor Township.

Security:

Security is required at events where alcohol is served requiring the use of the bar where more than 50 people are in attendance and when the event will continue beyond 10 p.m.

<u>SECURITY DEPOSIT</u>	\$125.00
<u>DAMAGE DEPOSITS</u> Required for all rentals	\$125.00
<u>CLEAN-UP FEES</u> Subject to all rentals	\$ 80.00
<u>OPTIONAL FULL CLEAN-UP FEE</u> An additional Full Clean-up fee is available to all rentals that do not wish to clean the tables, place the tables and chairs back into the storage racks, or sweep the floors at the completion of the rental event.	\$ 80.00 + Regular Clean-up Fee

DISALLOWED RENTALS

The Township prohibits the use of the Township hall for the following:
Estate Auctions
Band concerts with limited admission

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller
No: None
Absent: None
Motion carried.

Second Reading & Adoption of Ordinance 52-O, Amending Section 17.09

Motion by Kowalski supported by Malkin to have this meeting serve as Second Reading and Adoption of Ordinance 52-O, as follows:

ORDINANCE NO. 52-O

AN ORDINANCE AMENDING SECTION 17.09 OF THE ZONING ORDINANCE OF THE CHARTER TOWNSHIP OF MONITOR (ORDINANCE NO. 52) TO PROVIDE THAT BUILDING PERMITS WILL HENCEFORTH BECOME INVALID UNLESS THE WORK AUTHORIZED BY THE PERMIT IS COMMENCED WITHIN 180 DAYS AFTER ITS ISSUANCE AND TO PROVIDE FOR THE PENALTIES FOR THE VIOLATION OF SUCH REGULATION

**THE CHARTER TOWNSHIP OF MONITOR ORDAINS:
SECTION I**

Chapter XVII, of the Monitor Township Ordinance No. 52, designated "Monitor Township Zoning Ordinance" effective December 14, 2003, is hereby amended by the amendment of Section 17.09 so as to provide as follows:

SECTION 17.09 EXPIRATION OF BUILDING PERMITS

Every permit issued by the Building Inspector under the provisions of this Ordinance shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall first be obtained to do so; and the fee therefore shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work, and provided further that such suspension or abandonment has not exceeded one year.

Every building permit issued shall be valid for a period of one (1) year after which it shall be null and void. If construction has not been completed within that time, the building permit shall be renewed by the Building Inspector for a period of one (1) year. The fee therefore, shall be established and from time to time amended by resolution of the township board, provided no changes have been made or will be made in the original plans and specifications for such work. In the event changes have been made or will be made in the original plans and specifications, the building permit shall be charged on the basis of a new permit.

SECTION II

Any person who shall violate any provision of this Ordinance shall be deemed responsible for the violation of a Municipal Civil Infraction and shall be subject to all of the allowable fines, costs and penalties which shall be applicable for such violation in accordance with Ordinance No. 53, as amended.

SECTION III

This Ordinance shall be published in a newspaper circulated within the Charter Township of Monitor, Bay County, Michigan, and shall take effect on the 31st day of such publication.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

First Reading of Ordinance 52-P, Amending Wind Energy

Motion by Miller supported by Malkin to have this meeting serve as First Reading of Ordinance 52-P, an ordinance amending Zoning Ordinance 52 to amend the standards and procedures by which the installation and operation of a wind energy conversion system (WECS) shall be governed within the township to protect the health, welfare, safety, and quality of life of the general public, and to ensure compatible land uses in the vicinity of the areas affected by wind energy facilities and to provide for the violation of such regulations; and to set Second Reading of this ordinance for the April 11, 2011 regular meeting.

Roll call vote:

Yes: Brandt, Pike, Arnold, Kochany, Malkin, Miller

No: Kowalski

Absent: None

Motion carried.

Establishment of Sketch Plan Review Fee for Wind Energy Turbines

Motion by Miller supported by Malkin to update the township fee schedule to establish a fee of \$250.00 for Wind Energy Turbine Site Sketch Review applications.

Roll call vote:

Yes: Pike, Arnold, Kochany, Malkin, Miller

No: Brandt, Kowalski

Absent: None

Motion carried.

Planning Commission Request for Board Review & Feedback ó Addition of Section 3.48

The board reviewed the draft ordinance prepared by the Planning Commission regarding the proposed regulations for medical marijuana.

It was the consensus of the board to recommend the Planning Commission consider the following amendments to the draft ordinance:

- 1) Medical Marijuana Growing Facility, Medical Marijuana Dispensary, or Medical Marijuana Club (also known as Compassion Club) shall not be permitted:
 - (1) Within seven hundred fifty (750) feet of any other medical marijuana dispensary;
 - (2) Within seven hundred fifty (750) feet of a residential district or use;
 - (3) Within seven hundred fifty (750) feet of any school, nursery, licensed day care center or other building used for the care or instruction of children under 18 years of age;
 - (4) Within seven hundred fifty (750) feet of any church, house of worship or other religious facility or institution;
 - (5) Within seven hundred fifty (750) feet of any public or municipal park.
- 2) To provide regulations for medical marijuana growing facilities, medical marijuana dispensaries or medical marijuana clubs in Commercial, I-1, and I-2 zoning districts.
- 3) To limit or restrict outdoor advertizing or soliciting as much as possible.

The Clerk will forward this information to the Planning Commission.

Hall Request ó J. Davis

County Commissioner J. Davis submitted a request to waive the hall rental fee for an election campaign fundraising event.

It was the mutual opinion of the board that to waive the hall rental fee for one political candidate would set a precedent to waive the rental fee for all future candidates who would like the township hall for their fundraising events.

Motion by Kowalski supported by Arnold to deny the request submitted by J. Davis to waive hall rental charges for an election campaign fundraising event.

Motion carried.

Fairfield Manor Request to Waive DWS Late Fee

Motion by Malkin supported by Kowalski to deny the request submitted by J. Ajlouny to waive the DWS late fees in the amount of \$1,293.56 for Fairfield Manor.

Roll call vote:

Yes: Brandt, Kowalski, Pike, Arnold, Kochany, Malkin, Miller

No: None

Absent: None

Motion carried.

SUPERVISOR'S REPORT

Brandt gave board members an update regarding recent DWS meetings he attended.

The meeting adjourned at 8:50 p.m.

Cindy L. Kowalski, Clerk

Gary A. Brandt, Supervisor