

# Supervisor's Report

From: Marlene Chockley

Date: July 11, 2017

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Dear Board of Trustees,

The agenda continues to be quite full. As you prepare by reading the packet, please call or email me to ask your questions ahead of the meeting so they can be addressed. This will help to shorten the meetings. Thank you.

## **Non-Motorized Path**

The Non-Motorized Path is nearing completion. We have received many positive comments about it and homeowners are already using it. The clean-up work is in process. There have been a couple of unexpected challenges, but they have or are being addressed. I have been told that the workmanship is of high quality.

## **6 Mile Road Culvert Replacement**

The final paperwork has been submitted and we are waiting on the bids and a start date.

## **Wastewater Flow Monitoring by TetraTech**

Engineer Brian Rubel presented some preliminary data to Dan Willis and me last week. The opportunity to study high flows has ended. I have asked him to present the findings at an upcoming meeting—most likely July 25. He is also preparing a proposal for the rate study needed as we look at our connection fees and monthly rates for wastewater treatment services. It is imperative that we develop a sewer service policy that will allow us to manage the commitments that we currently have and those identified in the master plan. With the Board's approval, I would like to have a work session on policy recommendations and adopt a plan before summer's end.

## **Downtown Strategic Plan**

By the time of the board meeting, McKenna's Paul Lippens will have presented some preliminary concepts and taken public input at an Ice Cream Social and Meet and Greet held at 75 Barker Road (the Old Township Hall) from 2 to 4 PM on Saturday, July 8. Many thanks to DDA President Barb Griffith for providing the ice cream for this event. The Downtown Strategic Plan will identify some implementation steps to help revitalize downtown Whitmore Lake. The on-line survey will be available for a few more days at: <https://www.surveymonkey.com/r/whitmore-lake-preference-survey>. Be sure to provide your input.

## **Building and Grounds – Management and Maintenance**

The Downtown Development Authority and the Downtown Planning Group discussed Kiwanis's offer to build a pavilion and they suggest that it be placed as identified in the synthesis plan for the North Village. We also have an offer of grills from Polly's Market which would entail containers for coals if this

is accepted. The area needs porta-johns, picnic tables, benches, trash receptacles and signage to indicate hours of use. Additionally, there will be a need for someone to maintain the cleanliness of the area. We need a park use policy and I suggest that a subset of the Parks and Rec Board and the Downtown Planning Group work together to offer a plan.

#### **Planning and Zoning Department Activity**

A new report is included in this packet to provide information on zoning compliance applications. When an application has been denied, many times board members are contacted by the applicant and receive only partial information. To ensure that the board understands the reason for the denial, the response letters for those denials will accompany the report.

As residents and businesses look to buy, sell, or improve their properties, they have questions that could be answered easily and save them time and money. Many times people have ideas for what they would like to do, but the parcel they are looking at is not zoned for that and wading through the ordinance can be a daunting task for someone with no prior exposure. Even then, it can be challenging.

I propose that we try a speed question and answer open house (sort of like speed dating) and have staff available to answer those preliminary questions to help people understand the process and get them moving in the right direction as they begin their projects. While stopping into the office is also an option and can work for many questions, having our planner and zoning administrator actually on hand may give people the knowledge they need to begin to realize their ideas without committing them to the cost of an actual application first.

#### **Code Enforcement**

I have included Code Enforcement Officer Mike Rankin's report so you can see what issues he has been handling. He will be working with our building official, Kurt Weiland, in the near future for training on addressing building violations. A future discussion will be how to address the numerous site plan violations in the township.

Thank you for your consideration.

  
Marlene Chockley