PRESQUE ISLE TOWNSHIP
Board of Trustees Minutes - Draft
October 12, 2026 - 4:00 p.m.

Call to Order — 4:00 PM

Pledge of Allegiance — Pledge was recited.

Roll Call — Present: Supervisor Steve Lang, Clerk Kate Szydlowski, Treasurer Jennifer Wieczorkowski, and Trustees Mark Devers and Mary O'Neill. Absent: None.

Approval of Agenda — Lang requested that **Deputy Zoning Administrator** be added to the agenda under New Business. A motion was made by Wieczorkowski, supported by Devers, to approve the agenda with the addition. The motion passed unanimously.

Consent Agenda

a. **Approval of the 9/14 Meeting Minutes**
b. **Treasurer Report - Wieczorkowski**
c. **Clerk Report - Szydlowski**
d. **Parks and Rec Report - Szydlowski**
e. **PITFD Report – LaCross**
f. **Correspondence**

Approval of Consent Agenda — Wieczorkowski requested that the **Presque Isle Township Fire Department (PITFD) Report** be removed from the Consent Agenda and placed under New Business.

Lang asked whether Board members had received and reviewed correspondence from the Michigan Municipal League. Board members confirmed that they had.

A motion was made by O'Neill, supported by Devers, to approve the Consent Agenda as amended, with the removal of the PITFD Report. The motion carried unanimously.

Audience Comments (3-minute limit)

1. An audience member expressed concern regarding a Krakow Township resident who reportedly received a second absentee ballot after mailing in a completed ballot. Szydlowski indicated that she was unsure how such an error could have occurred and questioned whether the resident may have

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mistaken an absentee ballot application for an actual ballot. She recommended that the matter be referred to the Krakow Township Clerk for clarification, as the resident is registered to vote in that township.

2. Presque Isle Township Museum Society (PITMS) Liaison Joni Rogers reported on the success of the Autumn Lights Festival and Old Lighthouse Stroll which took place on Saturday, October 10.

3. Presque Isle Township resident Vickie Fields inquired whether absentee ballots had been mailed. Szydlowski explained that an error on the Posen ballot had delayed ballot printing countywide. She further stated that the Township initially received only enough ballots to accommodate permanent absentee voters but has since received its full allotment of more than 2,000 ballots.

4. Tree Committee member Jan Lefevre expressed support for the proposed Tree Ordinance and encouraged Board approval.

5. Zoning Board of Appeals Chair Mary Anne McCoy expressed concern over absentee ballot delays, citing state election law regarding ballot availability deadlines. Szydlowski confirmed that the Township had received its ballots and distribution was underway.

6. Planning Commission Chair and Tree Advisory Committee member Stacy Holmén thanked the Board for its consideration of the proposed Tree Ordinance and recognized the contributions of Committee members, Township Facilities and Projects Manager Matt Bedard, and Presque Isle County District Forester Jacob Grochowski in its development. She also expressed support for the proposed Bubbler Ordinance and confirmed that the Board had received separate letters of support

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from her and the Grand Lake Sportsmen's Club, along with reference materials.

Board Comments

- O'Neill requested that a representative from Presque Isle Electric and Gas (PIE&G) attend a future Board meeting to provide an update on recently awarded funding.

- Szydlowski provided an additional update regarding absentee ballots, reporting that all remaining absentee ballots were expected to be mailed that day.

- Wieczorkowski requested clarification regarding the PITMS event approvals referenced in Szydlowski's Parks and Recreation Committee report. Szydlowski explained that the PITMS had submitted its proposed Lighthouse Park activities, including the December 5 Christmas Tree Lighting festivities, as required by the Board. She indicated that the Committee had approved all proposed activities, as it had in the past.

- Lang reported plans to meet with PITMS President Mary Tagliareni to review the current contract and draft a new agreement for the upcoming year.

Unfinished Business

a. **Presque Isle Township Park Engineering Contract**
b. **Whiskey Point Rd., Maple Street, and White Birch Street Special Assessment District Resolution**
c. **Audit Approval**

<u>Engineering Contract</u>: Lang reported that the Parks and Recreation Committee had received bids for the proposed park development from Huron Engineering ($27,200) and R.S. Scott Engineering ($23,000). Following its review, the Committee recommended R.S. Scott Engineering for Board approval. Lang noted that Szydlowski did not participate in the Committee's decision due to an immediate family connection with an R.S. Scott Engineering employee.

A motion was made by Lang, supported by O'Neill, to award the engineering contract to R.S. Scott Engineering for $23,000, using American Rescue Plan Act (ARPA) funds, as recommended by the Committee.

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Wieczorkowski questioned whether the proposed work would duplicate engineering services previously performed by R.S. Scott Engineering. Lang explained that the revised park plan required additional surveying and engineering work beyond the original 2017 scope of services. The Board also discussed the approximately $32,000 in remaining ARPA funds and the December 31, 2026, expenditure deadline.

A roll call vote was taken. Ayes: Lang, Wieczorkowski, Devers, and O'Neill. Abstention: Szydlowski. Motion carried.

Special Assessment District Resolution No. 1: Lang reported that errors had been identified in the parcel numbers listed in the previously approved resolution for the proposed Whiskey Point Road, Maple Street, and White Birch Street Special Assessment District. He explained that the corrections required the Board to reapprove Resolution No. 1, Resolution of Intent. Lang also indicated that property owners representing more than 51% of the affected road frontage supported the project. He further noted that, upon approval, a public hearing would be scheduled for the November 9 Board meeting.

A motion was made by O'Neill, supported by Devers, to approve the corrected Special Assessment Resolution No. 1, Resolution of Intent. A roll call vote was taken. The motion carried unanimously.

Following the vote, Lang clarified that the revised public hearing notice would be published twice in the newspaper and mailed to affected property owners.

Audit Approval: Lang explained that a motion to receive and file the fiscal year 2025–2026 audit report had been made and supported at the previous Board meeting; however, the Board inadvertently proceeded to the next agenda item without taking a vote.

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A motion was made by Devers, supported by Szydlowski, to receive and file the fiscal year 2025–2026 audit report. The motion carried unanimously.

New Business:

a. **Approval of Payables**
b. **Bubbler Ordinance Discussion**
c. **Tree Ordinance and Stewardship Guide**
d. **Data Center Moratorium**
e. **Deputy Zoning Administrator**
f. **PITFD Report**

Payables: The Board reviewed the payables report and additional invoices presented by Szydlowski, who noted that invoices from Nicolet Bank had not yet been received. The Board agreed to authorize payment of those invoices upon receipt, with the amounts to be reported at the next Board meeting.

A motion was made by Devers, supported by O'Neill, to approve the payables as submitted. A roll call vote was taken. The motion carried unanimously.

Bubbler Ordinance: Lang reported that the Planning Commission had recommended consulting with Township Attorney Tim Gulden and the Northeast Michigan Council of Governments (NEMCOG) regarding drafting a standalone ordinance regulating bubblers and aerators on Township inland lakes. He confirmed that the Board had received separate letters of support from Planning Commission Chair Stacy Holmén and the Grand Lake Sportsmen's Club, along with reference materials, including a sample ordinance.

The Board discussed the need for further research, whether regulation was necessary, and potential ordinance drafting costs.

Lang requested a motion to authorize the Township Attorney and NEMCOG to draft a bubbler ordinance. No motion was offered.

The Board agreed to conduct further research into bubbler regulation and safety and revisit the matter at its next regular meeting.

Tree Ordinance and Stewardship Guide: The Board next considered the proposed Tree Ordinance and Tree Stewardship Guide submitted by the Tree Advisory

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Committee. Lang clarified that the ordinance applies only to public trees on Township-owned property.

A motion was made by Lang, supported by Wieczorkowski, to approve the Tree Ordinance as submitted.

The Board discussed the ordinance's potential impact on Township activities, including the planned park development. Staff clarified that the ordinance permits the Township to authorize necessary tree removal for public improvements and other purposes. Lang also noted that having a tree ordinance is one of the requirements for Tree City USA designation.

Following discussion, a roll call vote was taken. The motion carried unanimously.

The Board then reviewed the Tree Stewardship Guide, discussing the respective responsibilities of the Tree Advisory Committee and the Township Facilities and Projects Manager, as well as the Guide's flexibility for future revisions. The Board also questioned whether the advisory body should be designated a "Committee" or "Group," pending legal guidance.

A motion was made by Devers, supported by Wieczorkowski, to amend the approved Tree Ordinance by changing "Tree Advisory Committee" to "Tree Advisory Group" if recommended by Township Attorney Tim Gulden. The motion carried unanimously.

A motion was made by Devers, supported by Wieczorkowski, to approve the Tree Stewardship Guide, subject to any changes in the advisory body's designation recommended by the Township Attorney. The motion carried unanimously.

Data Center Moratorium: The Board discussed whether the Planning Commission should evaluate the need for a zoning amendment to regulate the development of data centers in the Township. Lang explained that a six-month moratorium, with a possible six-month extension, could temporarily

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prohibit data center development while the Commission completed its review.

By consensus, the Board agreed to refer the matter to the Planning Commission. Lang indicated that he would consult with NEMCOG and present a proposed moratorium for the Board's consideration at its next regular meeting.

Deputy Zoning Administrator: The Board considered appointing a temporary Deputy Zoning Administrator during Cynthia Paavola's absence. Lang recommended Township resident Drew Matuszak based on his prior service on the Zoning Board of Appeals and Planning Commission and familiarity with the Township Zoning Ordinance. Although Matuszak had offered to serve voluntarily, Lang explained that the position's official responsibilities warranted a formal employment arrangement.

A motion was made by Lang, supported by Devers, to appoint Drew Matuszak as Deputy Zoning Administrator. The motion carried unanimously.

PITFD Report. In the absence of Fire Chief Larry LaCross, the Board reviewed the PITFD report and four associated expenditure requests. It was noted that three requests were below the $5,000 threshold requiring Board approval. Consideration of the proposed $15,000 roof replacement was deferred. No formal action was taken.

Future Agenda Items

None.

Audience Comments (3-minute limit)

1. An audience member expressed concern regarding the use of bubblers on inland lakes and the potential hazards they pose to ice fishing and other winter recreational activities. The resident suggested requiring the removal of seasonal docks and related structures by December 1 to reduce the need for bubblers.

   Lang indicated that he would discuss the suggestion with the Township Attorney.

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2. Presque Isle Township resident Vickie Fields informed the Board that PIE&G's annual meeting would be held on the last Friday of the month in Posen and suggested that Township representatives attend.

3. Staff recognized Cindy Hudson for her ten years of dedicated service to the Township in anticipation of her retirement from the lighthouse gift shops.

4. Planning Commission Chair Stacy Holmén explained that the Tree Advisory Committee was originally referred to as a group but was designated a committee during development of the Tree Ordinance in consultation with Township Attorney Tim Gulden. Lang confirmed that the Board would seek legal clarification regarding the appropriate designation.

   Holmén also expressed disappointment that the Board had not authorized further work on the proposed Bubbler Ordinance and encouraged Board members to contact the Planning Commission with any questions.

Adjournment 5:13 p.m.

Upcoming Meetings:
Regular Meeting: 11/9/26 at 4:00 p.m.

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