

THORNAPPLE TOWNSHIP BOARD

Regular Meeting, Monday, September 10, 2018

1. The meeting was called to order by Supervisor Bremer at 7:02 p.m. at the Township Hall, followed by the Invocation and Pledge of Allegiance to the Flag by those present.
2. Present: Mike Bremer, Deb Buckowing, Curt Campbell, Ross DeMaagd, Jake Jelsema and Sandy Rairigh. Absent: Cindy Willshire (excused). Also present: Catherine Getty, Chief Randy Eaton, Deputy Chief Rod Preslar, Stephanie Skidmore, and Dan Parker.
3. **MOTION** by Jelsema, support by Campbell to approve the Printed Agenda as Amended with removal of 12.c. Motion to approve the repairing of the backup generator at a cost not to exceed \$5,429.59. **MOTION APPROVED** with 6 yes voice votes.
4. **MOTION** by Buckowing, support by Rairigh to approve the Consent Agenda as Printed. **MOTION APPROVED** with 6 yes voice votes.

First Public Comment

None.

County Report

Commissioner Parker reported on the activities of the Barry County Commissioners, including but not limited to, County's budget appeal process; self-sufficiency of Barry County Airport and possible Boardband expansion through the County.

Reserved Time

None

Discussion/Payment of Current Bills

MOTION by Buckowing, support by DeMaagd to pay current bills totaling \$54,424.54. Roll call vote: Bremer, yes; Willshire, absent; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

Clerk's Report

5. Motion to approve Cemetery Budget Amendment of \$500.00 to 101-276-956.000 Miscellaneous and from 101-276-960.000 Education and Training. **MOTION** by Buckowing, support by Rairigh to approve Cemetery Budget Amendment of \$500.00 to 101-276-956.000 Miscellaneous and from 101-276-960.000 Education and Training. **MOTION APPROVED** with 6 yes voice votes.
6. Motion to approve pay increases for election workers as described in recommendation letter of August 22, 2018. Clerk requested a two dollar pay raise for election workers and a five dollar pay raise for the receiving board. These workers have not received a pay raise in several years and put in long hours to serve the township. **MOTION** by DeMaagd, support by Campbell to approve pay increases for election workers as described in recommendation letter of August 22, 2018. **MOTION APPROVED** with 6 yes voice votes.

Treasurer's Report

7. None.

Emergency Services Report

8. Motion to approve a one-time preventative maintenance contract for two (2) LifePak 15 units; one (1) AED; and two (2) LUCAS units at a cost not to exceed \$5,640.00 with Physio Control. **MOTION** by Jelsema, support by DeMaagd to approve a onetime preventative maintenance contract for two (2) LifePak 15 units; one (1) AED; and two (2) LUCAS units at a cost not to exceed \$5,640.00 with Physio Control. Roll call vote: Bremer, yes; Willshire, absent; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
9. Motion to approve the repair/replacement of a garage door panel by Zylstra Door, Inc. at a cost not to exceed \$511.72. Eaton stated that the bottom of the panel is separated, and insulation is falling out. **MOTION** by Rairigh, support by Buckowing to approve the repair/replacement of a garage door panel by Zylstra Door, Inc. at a cost not to exceed \$511.72. Roll call vote: Bremer, yes; Willshire, absent; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

Planning and Zoning Report

1. Zoning Administrator's Report: Distributed within Consent Agenda.
2. Code Enforcement Report: Distributed within Consent Agenda.
3. JPA Update: Getty provided an update of the status of the JPA.

Unfinished Business

4. MISS DIG 811: Bremer stated that the annual fee for membership to MISS DIG 811 is \$50.00. **MOTION** by DeMaagd, support by Buckowing to approve the \$50.00 membership to MISS DIG 811. Roll call vote: Bremer, yes; Willshire, absent; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
5. Strategic Planning – Ad-hoc committee for Goal 3: Parks and Rec. and Goal 5: Board Procedures and Best Practices for Meetings. Bremer stated that the Township is still communicating with landowners adjacent to the Thornapple River to determine whether any land acquisition is possible for a township park/canoe launch. In addition, Bremer distributed information on the MTA On the Road Meetings with one topic focusing on Board Meeting etiquette and common mistakes.
6. County broadband update: Rairigh provided screenshots of the presentation materials from the Boardband meeting that she attended.

New Business

1. Motion to appoint Todd Hulst to the Duncan Lake Sewer Committee. Bremer stated that with the appointment of Curt Campbell to Trustee, a vacant position was available on the Duncan Lake Sewer Committee. **MOTION** by Jelsema, support by Buckowing to appoint Todd Hulst to the Duncan Lake Sewer Committee. **MOTION CARRIED** with 6 yes votes.

2. 2018 Millage Rate approval: Buckowing discussed the 2018 Tax Rate Request Millage Request Report to the County Board of Commissioners. The Supervisor and Clerk will sign the form prior to it being sent to the County.
3. 2019/2020 budget process begins: Bremer stated the planning process for the FY 2019-2020 budget has begun and he would like department heads to review these budgets and determine possible increases/decreases for next year's FY budget and provide him with numbers by October 30, 2018.
4. Snowplowing Bids: Bremer received two bids for snowplowing services for the township hall and the TTES building. P.S. Fencing's bid stated that it would charge the township \$155.00 per event at the TTES building and \$65.00 per event at the township hall. NTA Management's bid stated that it would charge the township the following fees: \$25.00 per plow event at the township hall; \$25.00 per salt event at the township hall; \$40.00 per plow event at the TTES building; and \$50.00 per salt event at the TTES building. **MOTION** by Jelsema, support by Rairigh to accept NTA Management's Quote for snowplow and salt services for the 2018-2019 winter season. **MOTION CARRIED** with 6 yes votes.

Committee Reports

1. Administration: None
5. Cemetery: Rairigh distributed a handout that detailed a suggested change to Section 10-24 Interment Regulations of the Cemetery Ordinance that would read: a) Only one person **and one cremain** may be buried in a burial space except for a mother and infant or two minor children buried at the same time. Burial boxes or caskets over four feet in length will be classified as adult size. **MOTION** by Rairigh, support by DeMaagd to add "and one cremain" to Section 10-24 Interment Regulations of the Cemetery Ordinance: Only one person **and one cremain** may be buried in a burial space except for a mother and infant or two minor children buried at the same time. Burial boxes or caskets over four feet in length will be classified as adult size. **MOTION CARRIED** with 6 yes votes. Bremer also distributed Dr. Hinklin's update on Monument Restoration and Landscape Maintenance dated September 10, 2018. Based upon Dr. Hinklin's substantial work at the cemetery, Rairigh will send a thank you note to Dr. Hinklin expressing the township's gratitude for all the work he has performed.
2. Elections: Skidmore stated that the absentee ballots applications should be sent out on or around September 20th.
3. Emergency Services: No further updates.
4. Finance: Buckowing reminded the board that the township is currently half way through its fiscal year and that department heads should be reviewing their respective budgets to determine possible amendments.
5. Parks and Recreation Representative: Bremer informed the Board that the TAPRC 5k run netted roughly \$3,000.00 for TAPRC; Flag Football has begun; Selects baseball tryouts are this week; and an Eagle Scout is in the process of installing four benches at Lee and McFall Elementary schools.
6. Personnel – Compensation: Bremer stated that the Personnel Committee has met with the Administration and Finance Committees and recommended to promote Chief Eaton from a part time status to a full-time status effective October 1, 2018. **MOTION** by Rairigh, support by Buckowing to promote Chief Eaton from a part time status to a full-time status effective October 1,

2018. **MOTION CARRIED** with 6 yes votes. Chief Eaton thanked Deputy Chief Preslar and the other officers for their help and support over the past two years since he was promoted to Chief.

6. Property, Public Utilities: Jelsema stated that he is in the process of setting a date for the next Property and Public Utilities committee meeting.
7. Roads and Highways: Campbell indicated that work is being performed on Patterson Road by Allegan and Barry Counties.

SECOND PUBLIC COMMENT PERIOD

None.

POLL OF MEMBERS:

Jake Jelsema, Trustee: None.

Sandra Rairigh, Trustee: Rairigh reported that she has heard that Moe Road residents feel that the road is better than it has ever been due to the treatments it has received.

Curt Campbell, Trustee: None.

Ross DeMaagd, Trustee: DeMaagd indicated that there may be open seats on the planes that will be participating in the Patriot Day's Event flyover. Any interested township employee should meet at the Barry County airport at 11:30 a.m. on September 11th.

Deb Buckowing, Treasurer: Buckowing stated that the 2nd Annual Patriotic Day Memorial and Commemoration Service will be held at noon on Tuesday, September 11, 2018. In addition, Buckowing stated that she received a compliment from a resident regarding TTES. The resident recently utilized the ambulance service and the hospital informed her that without the stellar care from the ambulance staff that she might not be alive.

Cindy Willshire, Clerk: Absent.

Mike Bremer, Supervisor: None.

MOTION by Campbell, support by Buckowing to adjourn the meeting. **MOTION APPROVED** with 6 yes voice votes.

Adjournment of meeting by Supervisor at 8:09 p.m.

Stephanie L. Skidmore, Recording Secretary

Approved 10/8/2018