

THORNAPPLE TOWNSHIP BOARD

Regular Meeting, Monday, March 11, 2019

1. The meeting was called to order by Supervisor Bremer at 7:01 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, Sandy Rairigh, and Cindy Willshire. Also present: Chief Randy Eaton, Dan Parker, Deputy Chief Rod Preslar, Eric Schaefer, Stephanie Skidmore, Kathleen Vander Roest, Ian Watson, and Josh Wickham.
3. **MOTION** by Campbell, support by Rairigh to approve the Printed Agenda as Amended with the removal of 14c. Discussion regarding cemetery responsibilities and recompence. **MOTION APPROVED** with 7 yes voice votes.
4. **MOTION** by Campbell, support by Rairigh to approve the Consent Agenda as Amended with the movement of 5a. Minutes of the Regular Meeting of February 11, 2019 to 14c. **MOTION APPROVED** with 7 yes voice votes.

First Public Comment

5. None.

Reserved Time

6. None.

County Report

7. Commissioner Parker informed the Board members that the County Commissioners have a committee to look into whether Barry County should have its own health department. Parker stated that Barry County only pays 30% of the health department's current budget while Eaton County is responsible for the rest. If the board members or residents have any feedback on this issue, Parker would like that input. Bremer asked whether the Health Department's employees would like the counties divided. Parker stated that the employees would actually like to keep the Health Department together. As soon as this committees' review is completed, the Commissioners will begin the County Jail and Commission on Aging reviews. Parker also informed the Board that the Barry County Parks and Recreation Board is offering \$10,000.00 in grant monies to local entities. This amount may be provided to one entity or split among multiple entities' projects. Parker distributed copies of the 2019-2020 Barry County Directory to Board members and stated that he will bring additional copies to the Township Hall for distribution to residents.

Discussion/Payment of Current Bills

8. **MOTION** by Buckowing, support by Willshire to pay current bills totaling \$97,574.09. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

Clerk's Report

9. None.

Treasurer's Report

10. Treasurer's Office Update: Buckowing stated that the Personal Property Tax (PPT) reimbursement was \$5,000.00 less than the previous year. Buckowing also stated that \$11.2 million was collected in taxes with a 3.2% delinquency rate. Buckowing stated that the Treasurer's department works with residents to provide different payment options (i.e. credit card and e-check payment plans) in order to ensure the delinquency rate is minimal. In response to residents' questions on social media platforms recently, Buckowing provided the Board with a handout that details how the Township's taxes are spent. This handout will be displayed on social media, Township's website and displayed at the Township Hall.

Emergency Services Report

11. Annual physicals for TTES employees: Eaton stated that the TTES Officers have been exploring the feasibility of providing annual physicals for TTES employees. Due to the nature of a firefighter's work, many neighboring fire stations have started providing these services to their employees. Currently, Caledonia Township pays \$5,900.00 annually for physicals for 16 employees. Bremer stated that the Township will check with our insurance company to determine whether insurance premiums will be reduced if the Township offers this program to its employees. Eaton stated that the company that TTES is thinking about utilizing offers make-up days at neighboring communities if an employee is not able to take a physical on the scheduled date. The TTES officers are constantly looking at different cleaning and storage options to ensure carcinogen exposure is mitigated after a fire. Eaton did send training videos to the Board to review on firefighter safety.

Planning and Zoning Report

12. Motion to approve revised Planning and Zoning Fees Schedule: Campbell expressed concern that the Zoning Board of Appeals' permit doubled in cost to \$650.00. Bremer stated that this price reflects the actual costs the Township incurs by holding these hearings. He further stated that the residents serving on the Planning Commission and Zoning Board of Appeals are underpaid due to the amount and quality of work that they performed. Jelsema asked what the fee schedule is for the County's Planning Commission and Zoning Board of Appeals. DeMaagd inquired whether it was possible for multiple applicants to split the ZBA fee. Campbell preferred to table this discussion and address at the April 2019 Board Meeting when C. Getty was available to answer questions. Bremer asked the board members to send C. Getty questions in advance, so she has time to properly prepare her answers and obtain supporting materials. Jelsema would prefer to reduce the ZBA rate and share costs between multiple applicants, if feasible. Rairigh stated that Township residents should not share in the costs of these hearings and that applicants should be the ones funding the costs. The Planning and Zoning revised Fee Schedule will be tabled to the April 2019 Board Meeting.
13. Motion to approve M-TJPA Memorandum of Understanding regarding professional help from Williams and Works, Inc. The total cost of the Williams and Works, Inc's proposal is \$6,665.00 for the Joint Planning Work Schedule. The Township will not pay for Item C. Utilities (Future Utilities Plan) at a cost of \$1,200.00. The total cost (minus \$1,200.00) of the schedule that will be split between the Village of Middleville and Thornapple Township is \$5,465.00. Thornapple Township's portion will be \$2,732.50. **MOTION** by DeMaagd, support by Campbell to approve the M-TJPA

Memorandum of Understanding regarding professional help from Williams and Works, Inc. with the removal of item C. Utilities at a cost of \$2,732.50. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

Unfinished Business

14. Motion to approve Resolution 04-2019 General Appropriations Resolution. Bremer stated the proposed FY 2019/2020 Budget is incomplete and another meeting is needed to make changes prior to approval and adoption. A Special Meeting of the Board will be held on March 21, 2019 at 9:30 a.m. to review, approve and adopt the FY 2019/2020 Budget.
15. Motion to approve budget amendments as presented: Buckowing stated that there may be one or two more check runs prior to the end of the fiscal year and she hopes to bring potential budget amendments to the Board's Special Meeting on March 21, 2019.
16. Minutes of the Regular Meeting of February 11, 2019. Bremer asked that Supervisor Bremer's name be replaced with Trustee Jelsema's as the person who adjourned the meeting in the minutes. In addition, Jelsema asked for the Minutes to state 'Trustee Jelsema *recessed* the Board Meeting at 7:57 p.m.' in lieu of 'Trustee Jelsema *closed* the Board Meeting at 7:57 p.m.' **MOTION** by Campbell, support by Rairigh to approve the amended minutes of the Regular Meeting of February 11, 2019. **MOTION APPROVED** with 7 yes voice votes.
17. Green Gables: **MOTION** by DeMaagd, support by Campbell to approve the contract with Green Gables in the amount of \$1,500.00. Bremer stated that he will ask for a revised contract from Green Gables with the prior Clerk's name removed. Rairigh stated that she would like to see a higher amount approved for this contract. **AMENDED MOTION** by DeMaagd, support by Campbell to approve the contract with Green Gables in the amount of \$2,500.00. **AMENDMENT to the MOTION APPROVED** with 7 yes voice votes. **MOTION** by DeMaagd, support by Campbell to approve the contract with Green Gables in the amount of \$2,500.00. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
18. Motion to authorize the Administrative Committee to make final 2018/19 Budget amendments following the March 20, 2019 Finance Committee Meeting. Buckowing stated that auditing standards have changed, and the officers want to ensure the township does not go over budget at the end of the fiscal year since it may affect the Township's ability to borrow money. **MOTION** by Jelsema, support by Rairigh to authorize the Administrative Committee to make minor auditing adjustments to the 2018/2019 FY Budget on behalf of the Board, as necessary, to ensure a balanced budget. **MOTION APPROVED** with 7 yes voice votes.

New Business

19. Certificate of Achievement from the State Tax Commission – perfect score. Bremer stated that this is the second year in a row that Thornapple Township has received a perfect score from the State Tax Commission.
20. Timely expense reporting: Bremer reminded the Board members that expense reports and board/committee meeting time cards need to be submitted on a timely/monthly basis.
21. Motion to approve one (1) year Contract renewal with Assessor Dan Scheuerman. Bremer stated that Scheuerman only asked for a 3% increase for his assessor fee and the 5-year state mandated

- re-assessment of 20% of Township Properties will be completed after this coming year. **MOTION** by Buckowing, support by Jelsema to approve one (1) year Contract renewal with Assessor Dan Scheurman. **MOTION APPROVED** with 7 yes voice votes.
22. Motion to approve one (1) year Agreement renewal with Duncan Lake Sewer Collection System Operator, Joe Lyons. Bremer stated that Mr. Lyons did not ask for an increase from last year's agreement. **MOTION** by Buckowing, support by Jelsema to approve one (1) year Agreement renewal with the Duncan Lake Sewer Collection System Operator, Joe Lyons, dba Joe and Barb's Septic Service. **MOTION APPROVED** with 7 yes voice votes.
23. Motion to approve one (1) year Agreement renewal with Duncan Lake Waste Water Lagoon Operator, Bryan Finkbeiner. Bremer stated that this Agreement reflects a 3% increase. **MOTION** by Jelsema, support by Willshire to approve one (1) year Agreement renewal with Duncan Lake Waste Water Lagoon Operator, Bryan Finkbeiner. **MOTION APPROVED** with 7 yes voice votes.
24. Motion to approve Resolution 06-2019 Barry County Resource Recovery Project. Bremer provided an overview of the Resolution and stated that he will participate in the meetings of the Barry County Solid Waste Oversight Committee. He stated that the Township will not be asked to provide funding but anticipates that the Township will be asked to spread messages through social media platforms to its residents. It is hoped in one year that there will be a bigger movement to recycle within the County and larger effort to remove glass, metal and plastic out of the waste stream. **MOTION** by Buckowing, support by DeMaagd to approve Resolution 06-2019 Barry County Resource Recovery Project. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, no; DeMaagd, yes; Campbell, yes; Rairigh, no. **MOTION CARRIED**.

Committee Reports

25. Administration: Bremer stated that the Administration Committee has met to discuss the budget.
26. Cemetery: Willshire stated that the Township's Sexton Josh Wickham is present and has done a fabulous job since taking over the Sexton duties in December 2018. Wickham stated that he is planning on hiring a garbage company to place a dumpster by the green shed at the cemetery. Wickham also stated that he may keep a mower in the green shed and is planning on cleaning up the building.
27. Elections: None.
28. Emergency Services: DeMaagd expressed his condolences on behalf of the board to Chief Eaton on the passing of his mother. Willshire stated that Mrs. Shirley Eaton was a past treasurer for the Township, a joy to work with, and will be missed. Bremer stated that Shirley Eaton was a great lady who loved her community. Eaton stated that his mother's visitation will be held on Saturday, March 16th at 1:00 p.m. at Beeler Gores Funeral Home with the memorial service starting at 2:00 p.m. that day. Eaton stated that TTES will be conducting a firefighter employment drive for residents of the Village. Eaton will be working with Sandy Williams on creating and distributing a flyer via social media and the Township website. Eaton also informed the Board that the United Way Emergency Apartment has been completed and available for use.
29. Finance: No further updates.
30. Parks and Recreation Representative: Bremer stated that the Women's Volleyball league was a success and TAPRC will be looking to expand its adult offerings. Bremer stated that the TAPRC Board has three new members: Emily Dock, Amanda Fisk and Jamie Holmes.
31. Personnel – Compensation: None.

32. Property, Public Utilities: Jelsema stated that the committee still needs to draft an RFP for the front door to the township hall building to make it handicap accessible. Campbell asked who should be contacted if a street light is out. Bremer stated that Consumers Energy or himself can be contacted.
33. Roads and Highways: None.

SECOND PUBLIC COMMENT PERIOD

Kathleen Vader Roest provided her husband Jerry's qualifications for the open 19th MTA District Director and asked for support at the MTA Caucus on April 2, 2019. Parker provided additional information on Broadband Meetings he has attended with Dan Manning to attempt to install broadband in rural parts of the county.

POLL OF MEMBERS:

Jake Jelsema, Trustee: State Senator Bizon's office is working on expanding fiberoptic cabling and 50 gigabyte internet to rural areas of Bizon's district. Bizon's office is exploring federal grants to help fund this endeavor to expand service to rural, underpopulated areas.

Sandra Rairigh, Trustee: None.

Curt Campbell, Trustee: None.

Ross DeMaagd, Trustee: DeMaagd expressed his interest in learning more about the viability of satellite internet in rural communities.

Deb Buckowing, Treasurer: None.

Cindy Willshire, Clerk: None.

Mike Bremer, Supervisor: Bremer informed the Board that the Barry County Household Hazardous Waste, Medication Collection and Free Tire Drop Off will be held on Saturday, May 4th from 9:00 a.m. - 1:00 p.m. at the Barry County Fairgrounds.

MOTION by Campbell, support by Buckowing to adjourn the meeting. **MOTION APPROVED** with 7 yes voice votes.

Adjournment of meeting by Supervisor Bremer at 9:45 p.m.

Stephanie L. Skidmore, Recording Secretary

Approved 4/08/2019