

## THORNAPPLE TOWNSHIP BOARD

### Regular Meeting, Monday, June 11, 2018

1. The meeting was called to order by Supervisor Bremer at 7:00 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, Cindy Willshire, Ross DeMaagd, Jake Jelsema and Sandy Rairigh. Also present: Catherine Getty, Chief Randy Eaton, Julie Markarawicz, Stephanie Skidmore, Joyce Warner, Scott Travis, Brad Lamberg, Richard Bass, Janice Rogers-Thiss, Dennis L. Thiss, Terri Meyerink, Gordon Meyerink, Jean Lamoreaux, Dianna Pitt, Larry Pitt, Lane Eaton, Dean Bass, Tammy Pennington, John Luepnitz, Tammy Luepnitz, Jean Ray, Gary Greg, Gary Rairigh and John Bergsma.
3. **MOTION** by Campbell, support by Rairigh to approve the Printed Agenda as Amended with addition of 11.a. Adoption of Resolution 07-2018; 11.b. Adoption of Resolution 08-2018; and 11.c. Secant Quote for Technology. **MOTION APPROVED** with 7 yes voice votes.
4. **MOTION** by Rairigh, support by Willshire to approve the amended Minutes of the Regular Meeting of May 14, 2018 with adding that Rairigh ABSTAIN from voting on Resolution 06-2018. **MOTION APPROVED** with 7 yes voice votes. **MOTION** by Campbell, support by Buckowing to approve the Consent Agenda as Amended. **MOTION APPROVED** with 7 yes voice votes.

#### First Public Comment

5. None.

#### County Report

6. None.

#### Reserved Time

7. Pennington provided an overview of the services that the Barry County Commission on Aging provides to individuals over the age of 60 and listed highlights from the 2017 Annual Report to the Community.

#### Discussion/Payment of Current Bills

8. **MOTION** by Buckowing, support by Campbell to pay current bills totaling \$62,933.12. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

#### Public Hearing: Special Assessment for Moe Road dust control

Bremer closed the Board Meeting at 7:28 p.m.

Bremer opened the Public Hearing at 7:28 p.m.

Bremer thanked the residents for attending the Public Hearing and looked forward to hearing their comments and concerns.

Dennis Thiss, 7858 Moe Road: Mr. Thiss felt that the test run of the application on the road was a success and asked that the Road Commission in the future grade and apply the application to the road as soon as possible in the Spring. He felt that the cost is minimal and with more treatments, the happier the residents will be with the result.

Jean Ray, 7724 Moe Road: Ms. Ray asked what the cost is and how will the residents be assessed. Bremer responded that the total projected cost of the applications is \$2,527 per year. Over ten years, the per parcel cost will be roughly \$332.00. Bremer emphasized that this price is an estimate and he can not accurately predict future prices of the application but factored in a 3% annual increase. Bremer stated that three "double" applications will be done on an annual basis with the Township paying for one application while the residents will pay for the remaining two applications.

Ty Fannon, 7945 Serenity Drive: Mr. Fannon is uncertain why the Township is doing three doses. He is concerned that this assessment sets a legal precedent for the Road Commission to make the residents of Moe Road financially responsible for normal road maintenance such as tree maintenance; snow plowing, etc. Lamberg stated that the Road Commission can not place assessments on residents, only Township Boards can do so.

Terri Meyerink, 7820 WhiteTail Trail: Ms. Meyerink also requested that the applications begin early in the Spring. Lamberg stated that the Road Commission will try to start the applications by May 1<sup>st</sup>.

Dianna Pitt, 7380 Moe Road: Ms. Pitt asked what is Act 188? Bremer stated that it details how to pass a special assessment. Pitt indicated that three sections of Moe Road tend to flood during heavy rain.

Dean Bass, 6140 W. Barnum Road: Bass asked what criteria was used to figure out the assessment figures and stated that his parcel is not having a problem with dust.

Scott Travis, 7563 Eagle Ridge Drive: Mr. Travis stated that he is happy with the application's results. However, he does not understand why the residents need to be assessed to pay for future applications and that existing taxes should be used to fund these applications. In addition, Mr. Travis feels that the Township needs to further evaluate the applications to determine if three annual doses are needed.

Richard Bass, 7650 Parmalee Road: Mr. Bass does not drive down Moe Road and feels that proper management of speed of vehicles is needed and that the timing of applications/grading needs to be done properly.

Dennis Thiss, 7858 Moe Road: Mr. Thiss felt that the Barry County Road Commission has done a good job with the road maintenance on Moe Road with eliminating chatter bumps and that it is in the best condition it has ever been.

Larry Pitt, 7380 Moe Road: Mr. Pitt is against the assessment.

Terry Meyerink, 7820 WhiteTail Trail: Ms. Meyerink asked Mr. Lamberg if the Road Commission has thought about utilizing crushed limestone. Mr. Lamberg discussed the disadvantages of utilizing crushed limestone on roads.

Gary Rairigh, 7237 Moe Road: Mr. Rairigh stated that he would be in favor of better gravel and more treatments to alleviate the road issues.

Supervisor Bremer thanked the residents of the Moe Road area for coming to the board meeting to share their views and opinions.

**Bremer closed the Public Hearing at 8:16 p.m.**

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### **Clerk's Report**

9. Adoption of Resolution 07-2018: Buckowing expressed concern that the costs associated with the Moe Road Special Assessment will vary each year. Bremer and Lamberg indicated that the Barry County Road Commission will determine the costs associated with the applications on an annual basis. After the applications are completed, the Barry County Road Commission will invoice the Township for the costs incurred and the Township will utilize the Special Assessment funds to pay for two of the three applications. The Township will pay for the third application. Buckowing further inquired whether the properties on Moe Road would be assessed equally. Bremer stated that all impacted parcels will be assessed equally. Bremer read Resolution 07-2018 to the Board Members. **MOTION** by DeMaagd, support by Campbell to approve Resolution 07-2018. DeMaagd asked when the treatments will begin. Bremer stated that the proposed assessment would be placed on the Winter 2019 tax bill and the Barry County Road Commission would foot the costs associated with the applications until the taxes are collected. DeMaagd expressed concern about the uncertainty of the future costs of the applications. Bremer stated a 3% annual increase has been factored into the total cost of the applications. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, abstain. **MOTION CARRIED.** Since Rairigh is a resident of Moe Road and is impacted by the assessment, Bremer stated that he would accept her decision to abstain from voting.
10. Adoption of Resolution 08-2018: **MOTION** by Campbell, support by Buckowing to approve Resolution 08-2018. Bremer stated that he received a letter from Dean and Richard Bass at tonight's meeting to remove their parcel from the special assessment. Bremer will speak with the Township's legal counsel to determine the legality of removing a parcel from the special assessment. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, abstain. **MOTION CARRIED.** Since Rairigh is a resident of Moe Road and is impacted by the assessment, Bremer stated that he would accept her decision to abstain from voting.
11. Secant Quote for Technology: Willshire provided an overview of the Secant Quote and indicated that technology purchases will be spread out over a three-year time period. Jelsema asked what

the \$3,437.50 Project Labor Kit included. Willshire stated that she will contact Secant for additional information regarding the Project Labor Kit. **MOTION** by DeMaagd, support by Campbell to grant the Clerk's department discretion to spend up to \$9,680.50 for technology equipment upgrades through Secant or other vendors. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

### Treasurer's Report

12. None.

### Emergency Services Report

13. Motion to approve a \$400.00 per quarter stipend for EMS Coordinator effective July 1, 2018. **MOTION** by Rairigh, support by DeMaagd to approve a \$400.00 per quarter stipend for EMS Coordinator effective July 1, 2018. Eaton reminded the Board that this stipend is not for the person but for the position. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
14. Motion to approve the purchase of a Snap Change Adapter Tool at a cost not to exceed \$625.00. **MOTION** by Jelsema, support by Campbell to approve the purchase of a Snap Change Adapter Tool at a cost not to exceed \$625.00. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
15. Motion to approve the purchase of two Vortex Nozzles at a cost not to exceed \$1,150.00. **MOTION** by Campbell, support by DeMaagd to approve the purchase of two Vortex Nozzles at a cost not to exceed \$1,150.00. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.** Willshire inquired which General Ledger number this expenditure would be taken. Board agreed that it should be taken from the Repair and Maintenance – General account. Lt. Bender is determining whether the old nozzles can be sold to a different Township.

### Planning and Zoning Report

16. Report contained within the Consent Agenda. An Enforcement Report was not distributed at the meeting.

### Unfinished Business

17. Strategic Planning: Bremer provided an update on the completion of goals on the Strategic Plan and that three of the main goals have been completed. Ad-hoc committees will be formed for work on Goal 3, Action 2: Parks and Rec (Bremer, Getty and Rairigh) and Goal 5, Action 4: Develop Board procedures and best practices for meetings (Administration Committee: Bremer, Buckowing and Willshire).
18. Riverside Fire Alarm Security: Bremer stated that Riverside will install the new security system at the Township Hall on June 21, 2018.
19. Upgrading lighting at the Hall and TTES to LED revised expenditure: **MOTION** by Buckowing, support by Rairigh to ask the Supervisor to contact Lites Plus, Inc. to determine the difference between the amount quoted and the amount billed and grant the Supervisor the authority to

approve the extra \$120.45, if needed. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

### **New Business**

1. Metro Act Right-of-Way Permit Extension – AT&T: Willshire provided a brief overview of the Permit Extension. Buckowing stated that the Township just received monies in the amount of \$5,800.00 from the Metro Act recently. **MOTION** by Jelsema, support by Buckowing to approve the AT&T METRO Act Right of Way Permit Extension for a 5-year term ending 12/31/2023. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

### **Committee Reports**

1. Administration: Willshire provided an overview of the exceptional job Sandy Williams has been performing as the Office Coordinator. **MOTION** by Willshire, support by Buckowing to immediately increase the Office Coordinator's hourly rate from \$14.00 to \$15.00. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
2. Cemetery: Willshire stated that Bryan Finkbeiner has agreed to assist in the expansion of Mt. Hope Cemetery and will be the primary point person to lay out the new section of the cemetery. Rairigh inquired whether a cemetery committee meeting is scheduled. Willshire stated that a committee meeting is not currently scheduled.
3. Elections: Willshire stated that Election Inspector training will occurred in June and Absentee Voter Applications for the August 2018 primary election will be mailed later this week.
4. Emergency Services: None.
5. Finance: Based upon proposals received from three different financial institutions, Buckowing will discuss short term investment options with the Finance Committee.
6. Parks and Recreation Representative: Bremer stated that the baseball season is underway.
7. Personnel – Compensation: The Board and Chief Eaton discussed the stellar job that Eric Daniels has been doing for TTES, participates in community functions and indicated that he is eligible for a one-year anniversary pay increase. **MOTION** by Campbell, support by Buckowing to grant a \$1.02 hourly pay rate increase to Eric Daniels. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
8. Property, Public Utilities: Jelsema indicated that he will schedule a meeting.
9. Roads and Highways: No further comments.

### **SECOND PUBLIC COMMENT PERIOD**

None.

### **POLL OF MEMBERS:**

Jake Jelsema, Trustee: None.

Sandra Rairigh, Trustee: Rairigh asked about the status of locating a fire proof filing cabinet for the Assessor's office. Willshire indicated that the Clerk's Department was able to provide the Assessor's office with a cabinet it was no longer utilizing.

Curt Campbell, Trustee: None.

Ross DeMaagd, Trustee: None.

Deb Buckowing, Treasurer: None.

Cindy Willshire, Clerk: Willshire stated that S. Williams was able to contact Trane regarding obtaining software to program the TTES heating and cooling system. Trane located the software and installed the program on Chief Eaton's computer. Eaton expressed satisfaction over the energy cost savings that this will provide to the Township. In addition, TTES employees are extremely happy with the technology/internet services that Secant has provided to date.

Mike Bremer, Supervisor: Bremer thanked the board members for their participation at tonight's meeting.

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

Adjournment of meeting by Supervisor at 9:58 p.m.

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Stephanie L. Skidmore, Recording Secretary

Approved 7/9/2018