

THORNAPPLE TOWNSHIP BOARD

Regular Meeting, Monday, April 8, 2019

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, Ross DeMaagd, Jake Jelsema (arrived at 7:30 p.m.), Sandy Rairigh, and Cindy Willshire. Also present: Sam Donker, Zoe Donker, Chief Randy Eaton, Catherine Getty, Dan Parker, Eric Schaefer, Stephanie Skidmore, and Ian Watson.
3. **MOTION** by Buckowing, support by Rairigh to approve the Printed Agenda as Amended with the addition of 12b. Insurance for TTES Employees, and addition of Remotes to 12a. Motion to replace garage door openers *REMOTES* at a cost not to exceed \$600. **MOTION APPROVED** with 7 yes voice votes.
4. **MOTION** by Buckowing, support by Willshire to approve the Consent Agenda as Printed. **MOTION APPROVED** with 7 yes voice votes.

First Public Comment

5. None.

County Report

6. Commissioner Parker reported on the activities of the Barry County Commissioners, including a reminder of the Parks and Recreation Board's grant application due date of May 8th; results of the Barry Eaton Health Department study; and broadband highlights.

Reserved Time

7. Catherine Getty provided an overview of the 2018 TAPRC Annual Report with emphasis on the growth of the program in addition to the necessity and value of the volunteer coaches, field workers and board members to the success of the program.

Discussion/Payment of Current Bills

8. **MOTION** by Buckowing, support by Willshire to pay current bills totaling \$47,096.89. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, absent; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

Clerk's Report

9. None.

Treasurer's Report

10. None.

Emergency Services Report

11. Motion to replace garage door opener remotes at a cost not to exceed \$600.00: Eaton stated that the current remotes are malfunctioning and need to be replaced to ensure security of the TTES building. Campbell inquired whether the transmitters would also need to be replaced in addition to the remotes. Eaton stated that only the remotes are in need of replacement at this time. **MOTION** by Rairigh, support by Campbell to authorize the expense to replace and program 12 garage door opener remotes at a cost not to exceed \$600.00. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, absent; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
12. Insurance for TTES Employees: The Board and Chief Eaton discussed the Volunteer Firefighters Insurance (VFI) proposal which provides enhanced insurance benefits and access to training programs for the TTES employees than what the current Provident Insurance program provides. **MOTION** by Buckowing, support by Willshire to end the relationship with Provident Insurance and accept the VFI's quote for insurance for TTES employees. **MOTION APPROVED** with 6 yes voice votes.
13. Jelsema entered the meeting at 7:30 p.m.
14. Eaton stated that the TTES and Helen DeVos Children's Hospital will be hosting a car seat installation event on May 20th from 4:30-7:30 p.m. at the TTES Building. At past events, Helen DeVos Children's Hospital have distributed free car seats to those individuals in need. Buckowing asked Eaton to have this event on the TTES Facebook page and she will have S. Williams place it on the Township Hall's Facebook page.
15. Eaton stated that TTES conducted a successful burn at the cemetery on Sunday, April 7th, however, expressed concerned at the number of sassafras trees growing within the protected prairie grass. Eaton, Willshire and Bremer will review the situation and contact the Conservation District to determine next steps to remove the sassafras trees without harming the prairie grass.

Planning and Zoning Report

16. Motion to approve revised Planning and Zoning Fees Schedule: Getty provided an overview of the proposed changes to the fee schedule which has not been updated in 10 years. The goal is to ensure that the fees are in line with the actual costs of hosting a meeting. Buckowing asked Getty whether the proposed fee schedule or the current fee schedule was used in the budgeting process for Fiscal Year 2019-2020. Getty stated that the current fee schedule was used in the budgeting process, however, with the number of meetings cancelled throughout the year due to no business, there will be no negative impacts to the budget. Jelsema inquired whether any of the existing Planning Commission or Zoning Board of Appeals (ZBA) members asked for an increase to their meeting stipend. Getty stated that neither the Planning Commission or ZBA members asked for a raise to their meeting stipend. **MOTION** by Rairigh, support by Campbell to accept the revised Planning and Zoning Fees (Zoning Compliance Permit from \$35.00 to \$40.00; Zoning Permit Surcharge from \$250.00 to \$300.00; Dimensional Variance or Appeal Application from \$200.00 to \$300.00; Special Use – Accessory buildings closer to the road than house in RR district from \$50.00 to \$250.00; Special Meeting charge when requested by applicant: Township Board from \$500.00 to \$650.00, Planning Commission from \$665.00 to \$800.00 and ZBA from \$300.00 to \$650.00.) **MOTION APPROVED** with 7 yes voice votes. Buckowing asked Getty to include a revision date to the Fee Schedule. **MOTION** by DeMaagd, support by Rairigh to increase the Planning Commission and Zoning Board of Appeals meeting stipends to the following: Planning Commission Member from \$65.00 to \$80.00 per meeting; Planning Commission Chair from \$80.00 to \$95.00 per meeting; Planning Commission Committee Rate from \$35.00 to \$45.00 per meeting; Planning Commission Educational/Seminar Rate from \$32.50 to \$35.00; ZBA Commission Member from \$65.00 to \$80.00 per meeting; ZBA Commission Chair from \$80.00 to \$95.00 per meeting; ZBA Committee Rate from

\$35.00 to \$45.00 per meeting; ZBA Educational/Seminar Rate from \$32.50 to \$35.00; Recording Secretary from \$65.00 to \$80.00 per meeting. DeMaagd stated that he felt that it is important to tell these people that we appreciate the work that they do for the township. Rairigh stated that as a Planning Commission member she has spent many hours preparing for meetings. Rairigh also reminded the Board that the Planning Commission Board has been reduced from nine members to seven members. **MOTION APPROVED** with 7 yes voice votes.

Unfinished Business

17. Elected officials job descriptions and compensation. The Clerk, Treasurer and Supervisor were asked to provide a list of their statutory vs non-statutory duties that they perform. DeMaagd hopes to determine the actual base salary of the elected officials for their statutory duties and the subsequent pay scale if the elected officials agree to perform certain non-statutory duties. The elected officials were asked to bring these descriptions to the next board meeting for review and discussion.

New Business

18. Street light at the intersection of Bass Rd. and Patterson Rd.: Bremer reported that he was approached by the Yankee Springs Township Supervisor to see if there was any interest in sharing the cost of a streetlight at the intersection of Bass Rd. and Patterson Rd. It appears that all four corners of that intersection belong to different townships. There was a consensus of the board members that Supervisor Bremer could inform the Yankee Springs Township Supervisor that the Township would be willing to share in the cost of the street light.
19. Resolution to set Board Meeting Schedule for the 2019-2020 Fiscal Year: **MOTION** by Jelsema, support by Buckowing to approve the Board Meeting Schedule for the 2019-2020 Fiscal Year. **MOTION APPROVED** with 7 yes voice votes.
20. Partisan – vs – non-partisan at township level: Board discussed the MTA's topic of whether the Board should be partisan or non-partisan. Buckowing and Rairigh discussed their perspectives regarding whether the township board's members should run as partisan or non-partisan candidates.

Committee Reports

21. Administration: None.
22. Cemetery: None.
23. Elections: None.
24. Emergency Services: None.
25. Finance: None.
26. Parks and Recreation Representative: Bremer stated that the Little League softball and baseball teams are starting to hold practices/games. The next Parks and Recreation Meeting will be held on April 11th and Strategic Planning process will begin this week for TAPRC.
27. Personnel – Compensation: Willshire stated that the Personnel Committee will be meet on April 10th.
28. 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.

29. Roads and Highways: Campbell reported that the committee will be taken on a gravel road tour by the Barry County Road Commission on April 17th at 7:30 a.m.

SECOND PUBLIC COMMENT PERIOD

None.

POLL OF MEMBERS:

Jake Jelsema, Trustee: None.

Sandra Rairigh, Trustee: Rairigh stated that the handout detailing how the Township's taxes are spent is not currently housed on the Township's Website. Buckowing stated that she will follow-up with the Office Coordinator to determine when it will be posted.

Curt Campbell, Trustee: Campbell stated that he felt that the MTA conference was very beneficial.

Ross DeMaagd, Trustee: DeMaagd discussed the Trustee's committee/meeting time sheet submission process.

Deb Buckowing, Treasurer: Buckowing thanked the Board for authorizing the threat assessment training provided by Two the Rescue. She felt that the Township employees found it to be very beneficial and suggested changes have already been made to the Board Room's seating arrangements.

Cindy Willshire, Clerk: Willshire informed the Board that the annual audit by Siegfried Crandall will take place May 5th – 8th. In addition, Willshire stated that she met with Emily from Michigan Office Solutions and a number of old printers will be taken off the monthly invoice.

Mike Bremer, Supervisor: None.

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

Adjournment of meeting by Supervisor Bremer at 8:28 p.m.

Stephanie L. Skidmore, Recording Secretary

Approved 5/13/2019