

THORNAPPLE TOWNSHIP BOARD

Regular Meeting, Monday, June 10, 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, Sandy Rairigh, and Cindy Willshire. Also present: Patricia Campbell, Chief Randy Eaton, Catherine Getty, Dan Parker, Eric Schaefer, Stephanie Skidmore, Ian Watson, and Jim Wickham.
3. **MOTION** by Campbell, support by Rairigh to approve the Printed Agenda as Amended with the addition of 13a. Planning Commission Conversation and 15d. Special Presentation. **MOTION APPROVED** with 7 yes voice votes.
4. **MOTION** by Campbell, support by DeMaagd to approve the Consent Agenda as Printed. **MOTION APPROVED** with 7 yes voice votes.

First Public Comment

5. Jim Wickham of Wickham Cemetery Services, provided an update on Mt. Hope Cemetery and Parmalee Cemetery. Over the past few weeks, Wickham stated that the veteran's flags have been stolen from the cemetery and Wickham Cemetery Services have replaced the flags stolen prior to Memorial Day. Wickham did state that he reported the flag theft to police officers who were at the cemetery. In addition, Wickham stated that they will take out the bushes that are dead at the cemetery at no additional charge, however, the trees at Parmalee Cemetery will be removed for an additional fee within the next few weeks. Wickham Cemetery Services will be replacing the water lines in the older section of Mount Hope Cemetery over the next few weeks.

County Report

6. Commissioner Parker reported Tower Pinkster is currently assessing the County buildings to determine whether the County is utilizing the buildings in the most efficient manner. In addition, Parker stated that Heather Wing is doing a great job as Chairperson of the County Commissioners. Parker further stated that the County saw an increase of 2 1/2 % of tax revenue from the previous year.

Reserved Time

7. None.

Discussion/Payment of Current Bills

8. **MOTION** by Buckowing, support by Willshire to pay current bills totaling \$52,319.49. 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. None.

Emergency Services Report

11. ESO: Eaton discussed the benefits of the purchase of the ESO's fire software and the utilization of that software system rather than FireTools. Besides the initial purchase fee, there will be a reoccurring annual charge to utilize the system. Bremer inquired whether the Township could sever its contract with FireTools and migrate to ESO while keeping the historical information from FireTools. Eaton stated that ESO allows for up to 1000 historical calls that can be migrated to this platform from the FireTools software. **MOTION** by Willshire, support by DeMaagd to purchase ESO Fire Tracking Property and Inspection software at a one-time charge of \$3,975.00 and a reoccurring charge of \$2,553.75 for a total cost of \$6,528.75. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**
12. Eaton stated that Captain Klutman went to an active shooter class which was a 'train the trainer' session. In addition, the Township will receive two active shooter kits from the 5th District that will include a bullet proof vest and various necessary supplies for each ambulance.

Planning and Zoning Report

13. Planning Commission Conversation: DeMaagd expressed concern about whether the Township's enforcement officer is patrolling the Township looking for issues rather than solely relying on complaints. DeMaagd stated that as a trustee he brings the public perspective to the board meetings. DeMaagd stated that since this is a rural community, he feels that people should be able to do what they want with their property and feels that the Township enforcement officer's work should only be complain driven. Bremer stated that residents should follow the rules and feels that if the enforcement officer notices something out of the ordinary that he needs to be able to follow-up on it. Buckowing stated that she feels that the Board needs to review the job description of the enforcement officer and ensure that it mirrors the current position of the Board. Getty stated that current and past enforcement officers are never in a rush to write a ticket and only one ticket has been written in the past ten years. DeMaagd stated that he is not aware of any complaints being received and that the Planning and Zoning Department is a great asset to this community. DeMaagd expressed concern that if the Planning Administrator decides to leave her current role, what happens to the direction of this department. Campbell inquired whether the enforcement officer could come to the next board meeting to give his perspective of his enforcement activities. Bremer stated that the enforcement officer will be invited to the next meeting and his job description will be reviewed at an upcoming meeting.

Unfinished Business

14. ADA compliant front entry: Campbell reported that he received a quote from Storefront, Inc. to ensure the front entryway into the Township Hall is ADA compliant. In addition, Storefront, Inc. reviewed the back entryway into the Township Hall and provided guidance to Campbell on the repairs that could be made to ensure that it properly closes. Campbell asked for verification that it makes sense to install an ADA compliant entryway when there has been discussion to sell the Township Hall building. Bremer stated that it would add value to the Township Hall building while

Buckowing stated that it assists residents in gaining entry into the building. **MOTION** by Buckowing, support by Willshire to accept the quote from Storefront, Inc. obtained by Trustee Campbell to replace the doors and install four operator paddles and contract with Morgan Electric for necessary electrical work required for this installation. **AMENDED MOTION** by Buckowing, support by Willshire to accept the quote from Storefront, Inc. obtained by Trustee Campbell to replace the doors, install four operator paddles and accept the \$5,878.00 option and contract with Morgan Electric for necessary electrical work required for this installation. **AMENDMENT to the MOTION APPROVED** with 7 yes voice votes. **MOTION** by Buckowing, support by Willshire to accept the quote from Storefront, Inc. obtained by Trustee Campbell to replace the doors, install four operator paddles and accept the \$5,878.00 option and contract with Morgan Electric for necessary electrical work required for this installation. Roll call vote: Bremer, yes; Willshire, yes; Buckowing, yes; Jelsema, yes; DeMaagd, yes; Campbell, yes; Rairigh, yes. **MOTION CARRIED.**

15. Township fulltime employees and elected officials job descriptions: Bremer reported that the remaining job descriptions are being finalized and will be discussed at the Quarterly Board Meeting.

New Business

16. Riverside contract renewal: Bremer expressed concern as to whether the Township's contract with Riverside was bringing value with the monitoring of the Township Hall building for fire and water damage. Bremer stated that designated employees receive phone calls from Riverside whenever the power goes out in the building. DeMaagd asked whether the Riverside monitoring would qualify the Township for an insurance premium reduction. Bremer will also review the calling tree for Riverside to ensure that the company is contacting the proper individuals or entities in the event of an emergency.
17. Homes for Our Troops: Buckowing stated that an army veteran, Michael Gower, is moving into Thornapple Township through Homes for Our Troops. A Volunteer Day is being held on Saturday, June 15th at 9:30 a.m. while a Key Ceremony will be held Saturday, July 13, 2019 at 10:00 a.m. Since this home is located within Thornapple Township, Buckowing discussed ideas on how the Township could welcome Sergeant Gower and his family to the area. One suggestion was to issue a proclamation declaring July 13, 2019 to be Sergeant Michael Gower Day. Buckowing distributed the proclamation to the Board members and asked for comments and suggestions to be directed to her attention.
18. County Tax delinquent property for sale: Bremer did state that there was a property for sale within the Village on Bernard Street. Hearing no interest, no action was taken.
19. Special Presentation: Jelsema presented Chief Eaton with a State of Michigan Special Tribute honoring his late mother Shirley A. Eaton for her numerous years of public service to Thornapple Township and the Village of Middleville as Township Treasurer, Village of Middleville Clerk and Deputy Clerk and as a member of the Local Development Finance Authority. A copy of the Special Tribute will be displayed at the Township Hall.

Committee Reports

20. Administration: None.
21. Cemetery: Willshire stated that the flag pole was stolen prior to Memorial Day and a new flag pole was purchased and is currently stored at the Township Hall. In addition, Willshire informed the Board that the Cemetery Committee and the Clerk's Department would like to name the new

- section of the cemetery after Walter Eavey for his numerous years of support, care and upkeep of the cemetery. Unless there is any objection from other members of the board, Eavey will be invited to the July meeting to be informed of the name selection in his honor.
22. Elections: Willshire stated that the Deputy Clerk's election computer will need to be replaced this year.
 23. Emergency Services: Rairigh asked whether any questions listed within the Finance Committee minutes needed to be addressed. A meeting with Eaton and Klutman provided additional information on the process surrounding the EMS Coordinator Position.
 24. Finance: None.
 25. Parks and Recreation Representative: Bremer reported on the activities of the Parks and Recreation committee. TAPRC will be hosting a three-day baseball tournament at the Crane Road fields and will be hosting a 5K/10K run during Heritage Days. In addition, Bremer reported that Getty will be transitioning out of the TAPRC director role over the coming year.
 26. Personnel – Compensation: None.
 27. Property, Public Utilities: Jelsema stated that Morgan Electric needs to install a correct height outlet in the Township Hall's basement for the carbon monoxide detector.
 28. Roads and Highways: Campbell discussed other options to fix the road conditions of Noffke Drive.

SECOND PUBLIC COMMENT PERIOD

Eric Schaefer announced he was running for Supervisor in 2020 and has immense respect for how the Board currently operates. Jim Wickham also stated that he is impressed with how the Board operates and appreciates how passionate the Board members are about their roles.

POLL OF MEMBERS:

Jake Jelsema, Trustee: None.

Sandra Rairigh, Trustee: Rairigh inquired as to the status of the budget adjustments for the Town Crier and Workers Compensation invoices identified at the May 2019 Board Meeting. Bremer stated that the budget adjustments will be addressed at the August 2019 Board Meeting once the Township receives the tax revenue numbers.

Curt Campbell, Trustee: Campbell thanked Trustee DeMaagd for organizing the flyover during the Memorial Day Ceremony and for allowing Trustees to participate in the flyover.

Ross DeMaagd, Trustee: DeMaagd asked that the Board schedule the Quarterly Board Meeting. The Quarterly Board Meeting will be held on July 10, 2019 at 9:30 a.m. at the Township Hall.

Deb Buckowing, Treasurer: Buckowing stated that the Summer Tax Bills will be mailed on or around June 27th. Buckowing also expressed her gratitude to all the individuals who volunteered their time to make the Memorial Day parade and service successful.

Cindy Willshire, Clerk: None.

Mike Bremer, Supervisor: None.

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

Adjournment of meeting by Supervisor Bremer at 9:31 p.m.

Stephanie L. Skidmore, Recording Secretary

Approved 7/8/2019