

**GRASS LAKE CHARTER TOWNSHIP**  
**APPROVED WORK SESSION MEETING MINUTES**  
**February 26, 2019**

**Board Members Present by Roll Call:** Stormont, Loveland, Bray, Butterfield, Brennan. Lester arrived 8:13 a.m. Absent Zenz

**Also Present:** Assessor Deboe, Deputy Clerk Harris, Village Manager Trent and 1 Public.

**Meeting** called to order by Supervisor Stormont at 8:05am in the Township Conference Room.

**Response to Carl Wells:** All board members agree with Stormont's response letter to Mr. Wells. Letter will be mailed out today.

**Wages for Hourly Employees:** Park Manager, Jim Howe's rate will be set at \$15.00 an hour based on notes from the budget. Diane gave explanation why Marie Ellsworth's pay should be increased to \$15.00 an hour and added that the village has hired part time help at \$15.00 an hour for the assessing department. Bray explained how the starting pay came about. There was discussion about starting pay for a new employee and the credentials of a new employee. Loveland feels the policy is fair, but asked if changes needed to be made. Stormont suggested taking a look at the policy.

**Ordinance Enforcement Officer:** Board members received a draft job description for Ordinance Enforcement Officer at previous board meeting. The Township has rules that need to be enforced. Stormont asked for ideas on who might be a good candidate, someone with good people skills and knows authority. Stormont said they had talked to the officer from Summit Township a couple of years ago, but he was not interested at the time. Lester suggested a retired police officer, Brennan suggested Brian Sturgill and Bray suggested asking Steve Bisard if he knows of anyone who might be interested.

**Planning Commission March Meeting:** The next Planning Commission meeting will be on March 21st at 7:00 p.m. in the high school auditorium. The Planning Commission will consider rezoning 14 parcels. Brennan stated that property owners may not understand why the rezoning is necessary. It is a three or four month process to rezone parcels. Information has been submitted from L&L Development for the preconditions stated in the Special Use Permit for the gravel mine on Norvell Road. Time will be needed for the Planning Commission members to read through the information. The Bohne Road Gravel Pit contract expires in April. Brennan feels an enforcement officer is necessary if the special use permit is renewed.

**Norvell Road Reconstruction:** The Jackson County Department of Transportation has removed trees from Norvell Road. New culverts will need to be installed. The road will be six feet wider. The DEQ found .127 acres of wetland that needs to be recreated. The entire project will be completed in 2019. Lester stated that the Township may need to ask for a millage to improve Township roads because the matching that is received for the Department of Transportation will eventually run out. There is about 98 miles of public roads in Grass Lake. Stormont talked to Grass Lake Schools and they would like a traffic light at Warrior Trail and Norvell Road and also to change the stop at the intersection of Grass Lake Road and Norvell Road from a four way stop to a two way stop. Loveland and Brennan think it would be best to leave the stop as is. Butterfield mentioned other schools that do not have traffic lights at their entrances.

**Comments:** Trent informed the Township that the Village received a grant to resurface Michigan Avenue and Union Street inside the Village limits. Trent also stated that the contractual agreements between the Township and the Village are being updated and should be ready soon for both boards to review. Trent inquired about a new Township building. If doing a joint building with the Village, the Village would prefer to stay within the Village limits. The Township purchased four acres next to the fire station with the intent to build a Township building at that site. The property may need to be added to the tax roll if not used for government operations. Loveland suggested combining the parcel with the fire station to avoid adding it to the tax roll. Bray can see advantages for both municipalities to be in one building. Stormont stated that the Senior Center is growing and may eventually need use of entire existing Township building. The Township does not want financial burden of current building and new building. Bray believes the Senior Center is a service provided by the Township just like the parks. Butterfield inquired about the idea of a two story building for the Township and Senior Center. Lester feels more discussion is needed and all ideas are still on the table. Mr. Kraft asked how there came to be two municipalities and what may happen in the future if the two municipalities share a building.

Motion by Bray and supported by Lester to adjourn at 8:47am. Motion Carried.

Respectfully submitted, Gail Harris, Deputy Clerk