

**GRASS LAKE CHARTER TOWNSHIP
APPROVED WORK SESSION MEETING MINUTES
APPROVED SPECIAL MEETING MINUTES
June 25, 2019**

Board Members Present by Roll Call: Stormont, Brennan, Zenz, Bray, Butterfield and Loveland.

Also Present: Park Manager Howe, Assessor DeBoe and 3 public.

Meeting called to order by Supervisor Stormont at 8:02 am in the Township Conference Room.

Village Sewer Contract – Stormont presented a Memorandum of Understanding from Grass Lake Village, the board has no problem with amending the current contract but wants concrete documentation showing what the actual costs were and reason for increase in manhours.

Ken Elliott – Planning Commission removal – due to the by-laws of the Planning Commission Section 3.90 (attendance policy), the board needs to take action. Stormont has spoken to him in person and he still has not taken any action on his own. Stormont had drawn up a draft letter.

Motion by Bray to adjourn the Work Session and go it Special Meeting. Supported by Loveland. Motion Carried.

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Motion by Butterfield to open the special meeting, supported by Brennan. Roll Call Vote – Butterfield, Brennan, Stormont, Loveland, Bray and Zenz.

Planning Commission Position – Bray made motion to remove Ken Elliott from the Planning Commission due to Section 3.90 of the Planning Commission By-laws. Supported by Butterfield. Roll Call Vote – Ayes – Bray, Butterfield, Loveland, Stormont, Brennan & Zenz. Motion Carried.

Cemetery/Sports-n-Trails Tree Removal – 2nd bid was received from Johnny’s Tree Service. Motion by Bray to award bid to Johnny’s Tree Service not to exceed \$9,070.00. Supported by Brennan. Roll Call Vote - Ayes – Bray, Brennan, Butterfield, Loveland, Stormont, & Zenz. Motion Carried. Looking into having wood hauled by private person so quote should be lower.

Budget Amendment for Zoning Enforcement Officer – Motion by Zenz to activate line 101-101.000-818.002 “Zoning Officer-Board Appointed” and amend to \$ 4,000.00 and increase 101-101.000-860.000 “Transportation” by \$1,000.00 from \$300.00 to \$ 1,300.00. Supported by Bray. . Roll Call Vote - Ayes – Zenz, Bray, Brennan, Butterfield, Loveland and Stormont. Motion Carried.

Trustee Appointment – Motion by Bray to appoint Tina Bednarski-Lynch to the open seat on the Township Board. Supported by Loveland. Roll Call Vote - Ayes – Bray, Loveland, Brennan, Butterfield, Stormont, & Zenz. Motion Carried.

Motion by Bray to close the Special Meeting. Supported by Brennan. Motion Carried.

WORK SESSION

Motion by Butterfield to re-convene the Work Session. Supported by Brennan. Motion Carried.

With removal of Elliott there is an opening on the Zoning Board of Appeals, this position will need to be filled by someone on the Planning Commission. Hopefully an appointment can be made at the Township Board July Meeting.

An appointment will need to take place for the open seat on the Planning Commission with the removal of Elliott. The position should be posted or suggested to look at candidate list from previous interviews earlier in the year.

American Tower has received our letter denying the new terms. They can provide us with an updated offer for the perpetual easement or move the site along to the next step of the process. Board wants some clarification of what this would mean.

Non-Elected Personnel Benefit Policy – Clarification was needed, all employees not currently receiving the benefit will be retroactive to January 1, 2019.

Enterprise Group – Stormont presented results from a survey they conducted.

North End Door (Senior Entrance) – water still coming under door when rain is heavy and blowing from the north. Stormont will have Chris Payne look at again.

Parking Lot – re-sealing should be done this year. Money was put in the budget for this. Also hole in sidewalk at North end needs to be repaired.

Recreation Meeting – everything seems to be running much smoother this year. GLSYL Seasons is about done and the Tornado's Season will begin. The board will take responsibility of the freezer and refrigerator in the concession stand. Looking at the priorities of the park and making sure there are funds available for them.

Motion by Bray to adjourn the work session at 9:40 am, supported by Brennan. Motion Carried.

Respectfully Submitted, Catherine Zenz, Township Clerk