

**GRASS LAKE CHARTER TOWNSHIP  
APPROVED WORK SESSION MEETING MINUTES  
August 27, 2019**

**Board Members Present by Roll Call:** Stormont, Bednarski-Lynch, Brennan, Zenz, Butterfield and Loveland. Absent: Bray

**Also Present:** Zoning Administrator Lammers, Fire Chief Jones, Jim Howe and 2 public.

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

**Payroll Clerk Position - new** – Would be approximately 2 – 4 hours per month. New position created or continue as is. This is not a statutory duty of the Clerk or Clerk's office.

**Overtime clarification** – due do some recent issues, basically lack of communication. This is spelled out in the Benefit Policy. Stormont stated the issue has been taken care of.

**Transferring Building Permits Village to Township** – Ellsworth spoke in great length the need of the Township to take over issuing the Village permits. Approximately 40 permits have been issued so far this year from the Village. Board feels a fee should be established in order for the Township to do this. Also, the questions came up about why there is no fee for doing the Village assessing. There is a lot more that needs to be looked at than just issuing the permits. The board will continue discussion on this.

**Pay Scale for Recording Secretary** – Zenz presented a spreadsheet that was collected from Townships around the County, it appears that Townships that do have a recording secretary are paying the person per diem. Board felt paying the secretary the per diem rate of a regular commission member was a fair amount. This will be voted on at the September Board meeting. A job description needs to be prepared so that the job can be posted. Bednarski-Lynch will work on this.

**PPO – Michigan Residential Code - draft** – Stormont is working on preparing a brand new police power ordinance as a Municipal Civil Infraction that will incorporate the current Ordinance No. 01-04. This would allow for the Ordinance Enforcement Officer to write citations if issues arise and save the cost of attorney fees. This would have to be introduced at a regular board meeting and then adopted at a second board meeting.

**LI/HC New Zoning District - review** – The Planning Commission had approved the text language and submitted it to Region II. Region II had approved it with comments. Stormont, Lammers and Hinkle will review the comments and see if it needs to go back to the Planning Commission or move forward to the Township Board for adoption.

**Presentation by JCDOT – Road Maintenance** – Zenz is waiting to hear back from JCDOT as to when we can meet with them in regards to the 2019 Chip and Seal Program that Grass Lake Charter Township was not chosen to be a part of this year. A special meeting will be called if necessary.

**Sale of 1991 Volvo GM Fire Truck** – Chief Jones and Jim Howe will take care of getting the ad ready for the sale of the truck. We will advertise locally first to see if there is any interest.

**Additional Senior Center Days** – Stormont & Zenz were approached about being able to add a 4<sup>th</sup> day to the Senior Center’s current schedule. Knowing that there is a need for this, but nice being able to have one day that the Township is open free for any Township business that would need to take place, the board would like to keep Mondays open and have them add Friday’s to their schedule. Board will vote on this at the September Regular Meeting.

**Complaint Forms** – Brennan inquired if the forms could be on the website, he was told that they already are. Any complaints must be in writing. Bednarski-Lynch wants the board to be very careful about what we enforce and what we don’t enforce.

**Recreation Board** – All is well reported by Jim Howe.

**Lammers** reported that the Planning Commission granted Target Trucking at the Bohne Road Gravel mine a one year renewal with conditions along with the requirements of the Zoning Ordinance. Lammers also presented the results of a Mine, Safety & Health noise survey done by the Department of Mining, Health and Safety of the Bohne Road Gravel Mine. This was done on August 23, 2019.

**Motion** by Bednarski-Lynch to adjourn the Work Session at 10:07 am. Supported by Butterfield. Motion Carried.

Respectfully Submitted,

Catherine N Zenz, Township Clerk