

## APPROVED MEETING MINUTES

November 10, 2015

The regular monthly meeting of the Grass Lake Charter Township Board was called to order on Tuesday, November 10, 2015 at 7:00 p.m. at the Township Hall by Supervisor Stormont.

**Board Members Present by Roll Call:** Bray, Hart, Loveland, Zenz, Stormont, Lesinski and Brennan.

**Also Present:** Assessor DeBoe, Fire Chief Jones and 7 public.

**Pledge to Flag** recited.

**Agenda Additions/Approval:** Hart asked to put under New Business – m. Casie Hart clean Township Office. Lesinski moved to approve the agenda as presented with the addition. Supported by Brennan. Motion carried.

**Public Comment:** Steve Moyer presented the board with a picture of cracks in the tennis courts that are in need of repair and signature of residents as to where they want the tennis courts to remain. Stormont indicated that he has been in contact with the Jackson County Parks about sharing in cost to repair the courts but has not heard back from them. He recommended to the people in attendance to send letters to the Park Commission and County Commissioners.

**Minutes:** Bray made a motion to approve the October 13, 2015 Regular Board Meeting, October 28, 2015 Work Session and November 3, 2015 Special Meeting minutes. Supported by Lesinski. Motion carried.

**Presentation of Bills:** Hart made motion to pay General Fund Bills in the amount of \$ 45,912.59 and Fire Fund Bills in the amount of \$ 10,610.53. Supported by Bray. Roll Call Vote: Yeas – All. Motion Carried.

**Treasurer's Report:** Bray made motion to accept and file Treasurer's Report presented by Loveland. Supported by Zenz. Motion carried.

**Assessor Report:** DeBoe gave a detailed report of activity in the Assessing Department. There was much discussion on the annual 20% reassessment goal and what needs to be done in order to fulfill this part of the assessing process.

**Zoning Administrator Report:** Lammers was ill and was not able to prepare a report.

**Planning Commission Report:** Lesinski stated that he was not at the last meeting. November 19, 2015 Lammers, Hinkle and Stormont will meet with Grant Bauman to further the work on the Master Plan.

**Chief Building Official Report:** accepted and file as printed.

**Police Power Ordinance Enforcement Report:** none.

**Whistlestop Park Report:** Hart stated that he had not attend the last meeting.

**Recreation Board Report:** Soccer fence complete and fertilizer will not happen until spring 2016.

**Correspondence:** Letter from Consumers Energy advising of the tree clearing and line construction for the Willis Road electric line rebuild project.

**Old Business:** **a)** – Grass Lake Village Sewer Maintenance Agreement – board went through the agreement and made comments and mark ups that will go back to Grass Lake Village for their review, with hope that the final agreement can be voted on in December. **b)** – Police – Village/Township

Contract - discussion – this item was tabled and will have further discussion at a work session. **c)** – Lease of Lammers Property – update – nothing new to report at this time. **d)** – West Parking Lot bids – Bids were received from R-N-D Dirtworks and Lester Brothers, each with different scope of work for the completion of the job. Discussion followed as to what will happen with the barn on the property (an item under New Business), this was not a budgeted item in the 2015 budget, and no written bid was given only verbal. The board chose to table this item until working with the 2016 budget.

**New Business:** **a)** – Foreclosed Properties – Cedar Knoll & Pleasant Drive – Brennan made motion to not do anything and accept the property as of December 31, 2015 from Jackson County. Supported by Bray. Roll Call Vote – Yeas all. **b)** – Land Division Administrator appointment – Lammers and DeBoe learned after attending a land division class that the Township needs a designated person to maintain the divisions. Much discussion on this issue, it was recommended to table until a work session where more thought can be put into it. **c)** – Right to Farm Meeting with Region II, 11-18-2015 – this meeting will take place at the County Tower Building at 9:30 am. **d)** – Pole Building Cost Estimate – Discussion on replacing two existing barns with one new one on East Side of Township property. Cost estimate would be approximately \$80,000.00 for a 36 x 72 x 12. **e)** – Pole Barn on west parking area – update – Ted Wheeler interested in removing the barn for free. If the board would like to secure and keep the barn it would cost approximately \$2,000.00 for new door, sheet metal, rat wall. Paint on existing roof and sides and labor would be additional. Tabled until budget work sessions. **f)** – Snow Plowing Contract – Village – After viewing the contract from 2015 Snow Season, Zenz made a motion to enter into agreement with Grass Lake Village for seasonal snow plowing for 2 years pending attachment A is looked at by the Village so a current rate is accepted. Supported by Lesinski. Roll Call Vote – Yeas all. **g)** – Lawn Mowing Contract – Village – discussion – look at contract and will bring back to table in early 2016. **h)** – Planning Commission Appointments – Stormont will bring this back to the board in December. **i)** – Farmers State Bank – rescind Special Meeting Motion, County National Bank proposal – Due to additional information received after the November 3, 2015 Special Meeting, Bray made a motion to **rescind** the motion “to enter into a Purchase Installment Agreement with Farmers State Bank to borrow \$105,000.00 for 10 years at an interest rate of 2.89%. Supported by Brennan. Motion carried. It is noted that Farmer State Banks intention was to loan to Grass Lake Charter Township only, due to not have done any business with Napoleon Township. **j)** – Execution of Resolution of Installment Purchase Agreement – Bray offered Resolution Authorizing Execution and Delivery of Installment Purchase Agreement, Note and General Non-Arbitrage Certificate to County National Bank in principal amount of \$105,000.00 with interest rate of 2.95% for 10 years. Supported by Loveland. Roll Call Vote – Yeas All. **k)** – Amendment to Ordinance No. 04-03 – First Reading – Motion by Loveland to move to introduce changes to Ordinance No. 04-03 for posting, publication and subsequent final adoption. Supported by Hart. Roll Call Vote – Yeas All. **l)** – Administrative Policy & Procedure – review proposed changes – Updates to Section 2 Payroll under Financial Matters and Entire Miscellaneous Personnel Matters Section were distributed to board members for their review. Performance evaluation and compensation are yet to be figured out for job descriptions and titles. **m)** – Casie Hart clean Township Hall – discussion – Due to pending surgery of Hart and his inability to do the work required Hart has asked that Casie Hart fill in for him. Lesinski made motion to excuse Hart from voting on the issue. Supported by Bray. Motion Carried. Stormont made motion to interview candidates including Casie Hart for the cleaning of Township Office and Hall. Supported by Zenz. Motion Carried minus Hart no vote.

**Fire Department Report:** September report received.

**Old Business:** **a)** – none

**New Business:** **a)** – Re-instate James Howe – Motion by Zenz that based on recommendation from Chief Jones that James Howe be reinstated to the Fire Department Roster. Supported by Lesinski. Motion

Carried. Howe is now available days and all of his credits are current. **b)** – Social Media Policy – A policy was passed out for the board members to review. This came about from an MTA seminar that Jones and some of his officers attended in October. Bray will look into the Policy and report back if he sees anything that was missed or if changes need to be made before an official adoption.

**Public Comment:** Joe DeBoe would really like the board to look into shared services with the Grass Lake Village for police protection. He feels that our board has had enough time to explore this and would like some resolution before their next fiscal year which starts in March.

**Adjournment:** Motion by Lesinski to adjourn the meeting at 9:54 pm, seconded by Hart. Motion carried.

Respectfully Submitted, Catherine Zenz, Township Clerk