

GRATTAN TOWNSHIP BOARD
Regular Meeting of October 13, 2008

1. Call to Order

Township Supervisor Frank Force called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

F. Force led the Pledge of Allegiance.

3. Roll Call

D. Timmons read the roll call. Members present: Supervisor F. Force, Treasurer S. Freeman, Clerk J. Fues and Trustee P. Knoerl. Members absent: Trustee D. Heffron. Fire Chief L. Kirkbride, Web Master/Administrator of Cable G. Burns and Planning Commission Chair A. Rumbaugh also attended the meeting.

4. Approval of the Agenda

F. Force added 2 items to the agenda. J. Fues moved and P. Knoerl seconded to approve the amended agenda. All ayes. The motion carried.

5. Officers Report (Clerk's Report)

Approval of Minutes

J. Fues moved and S. Freeman seconded to approve the minutes of the 8-28-08 special Board meeting as presented. All ayes. The motion carried.

P. Knoerl moved and J. Fues seconded to approve the minutes of the 9-8-08 regular Board meeting as presented. All ayes. The motion carried.

J. Fues moved and S. Freeman seconded to approve the minutes of the 9-25-08 special Board meeting as presented. All ayes. The motion carried.

F. Fues asked that 3 corrections be made to the 10-7-08 special Board meeting minutes. J. Fues moved and P. Knoerl seconded to approve the amended minutes. All ayes. The motion carried.

Budget Amendments

There were no budget amendments

Accounts Payable

J. Fues moved and S. Freeman seconded to approve accounts payable in the amount of \$20,148.60 (checks 32208-32209 and 32232-32271 inclusive). All ayes. The motion carried.

6. **Consent Agenda (Payroll, Treasurer's Report (all funds) and Correspondence)**

P. Knoerl moved and J. Fues seconded to approve the consent agenda. All ayes.
The motion carried.

7. **Working Agenda**
Hearing of Public

There were no public comments.

Department Reports

Fire Department

Fire Chief L. Kirkbride reported 1 structure fire, 1 personal injury accident, 10 medical calls, 5 non fire, 1 mutual aid, 5 training and 1 training meeting for a total of 24 in the month of September. He also said the Fire Department is working to make Grattan Township a regional training center for fire fighters and reported on upcoming schooling for 5 fire fighters.

Fire Administration and Safety Committee

There was no regular meeting. The group did meet to interview the 2 proposed firefighter candidates.

Safety Board of Appeals

There was no meeting.

Sewer Report

F. Force reported that mission dialers will be installed soon and irrigation at the Grattan site is going well. Minutes from the 10-9-8 Sewer Advisory Committee meeting were available for members to read.

Planning Commission

Chairperson A. Rumbaugh said Commissioners reviewed the Michigan Planning Enabling Act and held public hearings for 3 proposed ordinances regarding outdoor wood furnaces, wind turbines and portable on demand storage units at the October meeting.

Zoning Board of Appeals

There was no meeting.

Building Department

There were no new and 2 other building permits, 3 electrical, 1 plumbing and 1 mechanical for a total of 7 in the month of September.

Old Business

PDR update

There was no report.

Fire Station Well

F. Force reported that work on the new fire station well has begun. Work is expected to be completed in December, but could be done sooner. Dean Salisbury asked if the new well will change the Township's ISO rating. L. Kirkbride said the rating will improve in certain areas, but he was uncertain how large that area will be. He said the Fire Department is looking for grant money to install pumps at lakes with sewer to also improve the Township's ISO rating. F. Force said the Township will know more when the ISO rating is completed.

New Business

New Firemen Candidates

Mark Rietsma- Fire Chief L. Kirkbride said Mr. Rietsma, who lives in the Belding, has gone through basic firefighting classes and passed. L. Kirkbride said he supported Mr. Rietsma and would welcome him as a volunteer fire fighter. Mr. Rietsma said he would appreciate the opportunity to work as a Grattan volunteer fire fighter. P. Knoerl moved and J. Fues seconded to hire Mr. Rietsma as a fire fighter 1 & 2 trainee. D. Timmons read the roll call. All ayes. The motion carried.

Joe Drye- Mr. Drye was not in attendance. L. Kirkbride recommended Mr. Drye as a candidate. P. Knoerl said Mr. Drye was interviewed by the FASC and also recommended him as a candidate. P. Knoerl moved and J. Fues seconded to hire Mr. Drye as a fire fighter 1 & 2 trainee. D. Timmons read the roll call. All ayes. The motion carried.

L. Kirkbride said he would also like to recommend Shane Madden. He said Mr. Madden will begin fire fighting school tomorrow. Board members discussed the matter. J. Fues moved and P. Knoerl seconded to allow L. Kirkbride to send Mr. Madden to fire fighting school prior to offering him a position. All ayes. The motion carried.

Planning Enabling Act Ordinance

Planning Commission Chair A. Rumbaugh explained the Planning Enabling Act recently amended by the State. P. Knoerl moved and S. Freeman seconded to approve the proposed Township ordinance which would continue the status and operations of the Township Planning Commission under the terms of the new Michigan Planning Enabling Act, Act 33 of the Michigan Public Acts of 2008. D. Timmons read the roll call. All ayes. The motion carried.

Zoning Ordinance Amendment

P. Knoerl moved and J. Fues seconded to approve the proposed zoning ordinance amendment (Act 12 of the 2008 amendment in the State Zoning Enabling Act. D. Timmons read the roll call. All ayes. The motion carried.

Outside Wood Burner Ordinance

Board members discussed the proposed outside wood burner ordinance. It was noted that the Planning Commission looked at other community's ordinances, discussed the matter with 2 outside wood burner installers and with the Township's Fire Safety Board. P. Knoerl and J. Fues were concerned about allowing these wood burners near populated lakes. A. Rumbaugh said the proposed setbacks should regulate where the wood burners are allowed. F. Force said the proposed ordinance can be amended if needed. Board members discussed the possible effect of smoke from the burners on residents with respiratory problems. Permit fees will be set by the Township. J. Fues moved and P. Knoerl seconded to return the matter to the Planning Commission to consider a minimum lot size of 2 acres or not allowing outside wood burners in lake residential districts. All ayes. The motion carried.

Wind Energy Conversion System Ordinance

Planning Commission Chair A. Rumbaugh reviewed the proposed ordinance. Board members discussed who would inspect installation. They believed both an electrical and mechanical inspection would be required. Permit fees will be set by the Township. J. Fues moved and P. Knoerl seconded to approve the Wind Energy Conversion System ordinance as presented. D. Timmons read the roll call. All ayes. The motion carried.

Portable Container Ordinance

Planning Commission Chair A. Rumbaugh reviewed the proposed ordinance. F. Force asked if a permit would be required. A. Rumbaugh said there would be no permit. J. Fues moved and P. Knoerl seconded to approve the Portable Container ordinance as written. D. Timmons read the roll call. All ayes. The motion carried.

Document Review/Approval

Employee Handbook

J. Fues said the Township annually approves the new renewal dates on these documents. J. Fues moved and P. Knoerl seconded to approve revisions as noted. All ayes. The motion carried.

Policy Manual

J. Fues said there are no changes to the policy manual. J. Fues moved and P. Knoerl seconded to approve revision 2, October 13, 2008 (no revisions). All ayes. The motion carried.

Computer Policy

J. Fues moved and S. Freeman seconded to approve revision 2, October 13, 2008 (no revisions). All ayes. The motion carried.

Office Administrator Replacement

J. Fues thanked F. Force and S. Freeman for doing initial interviews of candidates. He said 3 candidates received a second interview with 4 Board

members. He said all 3 candidates were very good and he could work with any of them. J. Fues moved and P. Knoerl seconded to appoint Mary Kay Groening as Office Administrator. D. Timmons read the roll call. Ayes: F. Force, P. Knoerl and J. Fues. Nays: S. Freeman. The motion carried by a vote of 3-1. F. Force said current Office Administrator J. Breimayer's new position will not allow her to work full time, but she will be available as a back up to the new Office Administrator. Board members said J. Breimayer should submit a letter to that effect to the Township.

Snow Plow Bids

J. Fues said he sent out requests for bids, put an advertisement in the Daily News for bids and posted the bid notice on the Township Hall door. Sealed bids will be opened at a special meeting before the regular November meeting for presentation in spread sheet form at the regular November meeting. J. Fues said moving the November meeting date could affect this matter. The issue will be discussed later in the meeting.

Financial Statement Review

There were no comments or questions.

November Board Meeting Chair

F. Force said he would be out of town for the scheduled November 10, 2008 Board meeting and asked Board members if they would like to keep that date or reschedule the meeting. P. Knoerl said he would also be unavailable on November 10th. Board members discussed the matter and agreed to reschedule the meeting on November 3, 2008. J. Fues said a special meeting will need to be held on November 10, 2008 in order to make a decision on snow plowing bids.

Township Website

P. Knoerl said the Township's website is being revised to make it more user friendly. Board members reviewed a copy of the new website design and discussed changes to the website. P. Knoerl will contact Betsy Davidson, Addorio Technologies, LLC with recommendations.

Physical Fitness Classes

L. Kirkbride said he would like to start a physical fitness program for fire fighters as well as Township employees using available Homeland Security money. He asked Board members if they would be interested in participating. Board members said they would be interested. It was agreed to see if other Township committee members would participate in the fitness program via the Township's website.

8. Board Member Communications

Meeting Dates

The alternative Board meeting date is October 27, 2008 at 7:00 p.m. The next regular Board meeting date is November 3, 2008 at 7:00 p.m.

9. Adjournment

There being no further business, F. Force declared the meeting adjourned at 8:35 p.m.

Jim Fues, Township Clerk

Date

Franklin J. Force, Township Supervisor

Date

Diane Timmons
Recording Secretary