

GRATTAN TOWNSHIP BOARD
Special Meeting of October 07, 2008
12050 Old Belding Road

Call to Order/Roll Call

Supervisor Frank Force called meeting to order at 9:03 a.m.

Board Members Present

Supervisor Frank Force, Clerk Jim Fues, Treasurer Sabrina Freeman, and Trustee Paul Knoerl attended the meeting.

Board Members Absent

Trustee Dennis Heffron.

Approval of Agenda

J. Fues made a motion to approve the agenda as written. The motion was seconded by P. Knoerl. All ayes, the motion passed.

Approval of Minutes

Minutes of Special Meeting of September 15, 2008 – P. Knoerl made a motion to accept the minutes as written. S. Freeman supported the motion. All ayes, the motion passed.

Minutes of Special Meeting of September 17, 2008 – S. Freeman made a motion to accept the minutes as written. P. Knoerl supported the motion. All ayes, the motion passed.

Minutes of Special Meeting of September 17, 2008 – J. Fues made a motion to accept the minutes as written. P. Knoerl supported the motion. All ayes, the motion passed.

New Business

Second Interview with Deb Story – Deb Story was interviewed by Board members present for the position of Office Manager from 9:05 a.m. until 9:20 a.m.

Second Interview with Patricia Pixley – Patricia Pixley was interviewed by Board members present for the position of Office Manager from 9:20 a.m. until 9:27 a.m.

Break at 9:27 until 9:35

Second Interview with Mary Kay Groening – Mary Kay Groening was interviewed by Board members present for the position of Office Manager from 9:35 a.m. until 9:55 a.m.

Discussion Regarding Office Administrator Back Up Position – Frank Force initiated the discussion regarding the back up position and the potential process of filling the position.

Break from 10:05 a.m. until 10:10 a.m.

Diane Timmons took over as recording secretary after the break.

Old Business

F. Force said he has received an installation quote of \$800 per dialer for Mission Dialers from Grand Tech. Grand Tech has agreed to invoice the Township December 1, 2008. Board members discussed the availability of funds for the project and agreed that by adjusting pay dates for Sierra Consultants funds would be available. J. Fues noted that the Township originally believed that eliminating phone lines would save the Township money, but because the Township will have to pay for audits of the dialers no savings will occur.

Board members discussed the option of hiring a Township employee to monitor the sewer system and agreed it would be difficult to find a qualified candidate and it would be a risky move. J. Fues asked that this option be removed from the table.

P. Knoerl said the Township should seek bids from 3 companies. J. Fues said Sierra Consultants should be allowed to bid. Board members discussed whether to seek fixed bids or bids for time and materials and agreed they would like a fixed bid as an option. J. Fues suggested a \$15,000 monthly fixed rate to maintain the sewer system with a report of any preventative maintenance performed. P. Knoerl agreed to prepare a document to send out for bids.

J. Fues said bids for snowplowing will be opened at the special Board meeting Thursday and information will be put in a spreadsheet for review at the regular Board meeting Monday October 13, 2008.

J. Fues moved and P. Knoerl seconded to authorize F. Force to discuss the Township's status regarding a claim for the Spring 2008 sewer overflow with the Township Attorney regarding a letter dated May 12, 2008, lagoon overflow. All ayes. The motion carried.

F. Force said he has received a quote from Valley Irrigation regarding replacement of the Grattan/Vergennes irrigation system and will get additional quotes. A meeting with Consumers Energy is scheduled later this month to discuss 3 phase power at the irrigation site. He has found someone to remove smaller trees on the site at no cost. Stumps will still have to be removed as well as larger trees around the perimeter of the property. Mr. Force has received correspondence from the DEQ requesting follow up information on replacement of the irrigation system. He has suggested to the DEQ that replacement may be completed by the end of 2009.

Adjournment

There being no further business, F. Force declared the meeting adjourned at 11.15 a.m.

Jim Fues, Township Clerk

Franklin J. Force, Township Supervisor

Diane Timmons

Recording Secretary