

**GRATTAN TOWNSHIP BOARD**  
**Regular Meeting of December 8, 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 Sabrina Freeman, Clerk J. Fues and Trustee P. Knoerl. Members absent: Trustee D. Heffron. Fire Chief Lou Kirkbride and Mark Middlestadt and Dave Versluis, Sierra Consultants also attended the meeting. D. Heffron arrived at 7:02 p.m.

**4. Approval of the Agenda**

F. Force and J. Fues added 4 items to the agenda under new business. 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 November 3, 2008 minutes as presented. All ayes. The motion carried.

J. Fues moved and S. Freeman seconded to approve the November 20, 2008 minutes as presented. All ayes. The motion carried.

**Budget Amendments**

J. Fues reviewed the proposed budget amendments. He said the proposed amendments will bring accounts that are over and under budget into alignment. He spoke with each department before presenting the amendments to the Board. J. Fues moved and S. Freeman seconded to approve the budget amendments as presented. All ayes. The motion carried.

**Accounts Payable**

J. Fues moved and S. Freeman seconded to approve accounts payable in the amount of \$42,246.56 (checks 32363-32395 inclusive). All ayes. The motion carried.

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

P. Knoerl moved and D. Heffron 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 3 vehicle fires, 1 structure fire, 2 personal injury accidents, 9 medical calls, 2 false alarms, 6 non-fire, 1 mutual aid and 4 trainings for a total of 27 in the month of November. He said work on the ISO rating and basic licensing for the Township's rescue unit is coming along very well. The pizza sales have raised \$102.00 to date. Work on the FEMA and DNR grants are coming along. The Fire Department is still working on the fire alarm project and will be working with Grattan Academy to establish lock down and lock out procedures. P. Knoerl asked how the new cadets are doing. L. Kirkbride said they are doing very well. D. Heffron asked how the number of call outs this year compares to other years. L. Kirkbride they are about the same.

### Fire Administration and Safety Committee

F. Force said the next meeting will be held December 17, 2008. The committee is still working on the proposed physical fitness program. There have been both positive and negative responses from residents. They are currently checking on the Township's liability.

### Safety Board of Appeals

There was no meeting.

### Sewer Report

F. Force said mission dialers will all be installed by the end of next week. Soil borings are not yet completed. He is checking with the DEQ to see if 2 new monitoring wells can be used to check sodium and chloride levels rather than the shallow well. He has not received a response to date. He would also like a prediction on the number of soil boring required.

F. Force has obtained cost estimates for equipment and other services required for the irrigation system at the Grattan Vergennes site. D. Heffron asked what the cost for clearing the land was. F. Force said it is approximately \$2500.00/acre. He said he would appreciate any help from Board member or other professionals when reviewing these estimates. He asked Board members if both the north and south center pivots would be necessary. Board members discussed the matter and agreed that the site would eventually need both and to install both at one time would be more cost effective.

D. Heffron asked how the levels in the lagoons are doing. Marc Middlestadt said there is plenty of storage volume for the winter months. D. Heffron said he would like a report on what the elevation levels will be in the ponds by May 1, 2009 at the next Board meeting. M. Middlestadt said he would provide a report, but noted the elevation levels will be hard to judge this year after the elimination of large inflows into the system at the trailer park on Big Pine Island.

### Planning Commission

There was no meeting.

### Zoning Board of Appeals

There was no meeting.

### Building Department

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Approved: 1/19/09

There were no new and 2 other building permits, 5 electrical, 0 plumbing and 1 mechanical permits for a total of 8 in the month of November.

### **Old Business**

#### **PDR update**

D. Heffron said there has been talk about increased funding for the PDR program. The next funding cycle could be the largest since the program was established.

#### **Fire Station Well**

F. Force said work on the new well is continuing. L. Kirkbride requested adjustments to the stand pipe to allow not only the Township's equipment, but other mutual aid equipment to use the stand pipe. The shallower depth of the well may offset the cost of additional work on the stand pipe. Tests on the well show a sustained flow of 400-500 gallons per minute.

#### **Sierra Contract Discussions**

F. Force and J. Fues met last week with Sierra Consultants to discuss ways to reduce costs. The Township proposed a 10% reduction. D. Versluis said he is considering the Township's proposal.

### **New Business**

#### **Township Committee Renewals**

F. Force provided a list of Township Committee openings.

#### **Planning Commission**

F. Force moved and P. Knoerl seconded to nominate A. Rumbaugh for another 3 year term on the Planning Commission. D. Timmons read the roll call. All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate D. Heffron for a 1 year term as the Planning Commission Board representative. D. Timmons read the roll call. Ayes: F. Force, J. Fues, P. Knoerl and S. Freeman. Abstain: D. Heffron. The motion carried.

F. Force moved and J. Fues seconded to nominate Steve Christians for a 3 year term on the Planning Commission. D. Timmons read the roll call. All ayes. The motion carried.

#### **Board of Zoning Appeals**

Board members were not sure if a Planning Commission member can also serve on the Board of Zoning Appeals. They agreed to see if that would be allowed and fill the position at the January Board meeting.

#### **FASC**

P. Knoerl moved and D. Heffron seconded to nominate Gloria Burns for a 3 year term on the FASC. D. Timmons read the roll call. All ayes. The motion carried.

P. Knoerl moved and S. Freeman seconded to nominate Steve Christians for a 3 year term on the FASC. D. Timmons read the roll call. All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate P. Knoerl for a 1 year term as Board representative on the FASC. D. Timmons read the roll call. Ayes: F. Force, J. Fues, S. Freeman and D. Heffron. Abstain: P. Knoerl. The motion carried.

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#### Safety Board of Appeals

J. Fues moved and D. Heffron seconded to nominate Al Berry for a 3 year term on the Safety Board of Appeals. D. Timmons read the roll call. All ayes. The motion carried.

J. Fues moved and D. Heffron seconded to nominate P. Knoerl for a 1 year term as Board representative on the Safety Board of Appeals. D. Timmons read the roll call. Ayes: J. Fues, D. Heffron, S. Freeman and F. Force. Abstain: P. Knoerl. The motion carried.

#### Sewer Advisory

Board members will continue looking for applicants for this committee and make nominations at the January Board meeting.

J. Fues moved and P. Knoerl nominated F. Force for a 1 year term as Board representative on the Sewer Advisory Committee. D. Timmons read the roll call. Ayes: J. Fues, P. Knoerl, D. Heffron and S. Freeman. Abstain: F. Force. The motion carried.

#### Wetlands Board

J. Fues moved and D. Heffron seconded to nominate Dee Hockemeyer for a 3 year term on the Wetlands Board. D. Timmons read the roll call. All ayes. The motion carried.

#### M44 Committee

J. Fues moved and S. Freeman seconded to nominate F. Force for a 1 year term on the M44 Committee. D. Timmons read the roll call. Ayes: J. Fues, S. Freeman, D. Heffron and P. Knoerl. Abstain: F. Force. The motion carried.

J. Fues moved and D. Heffron seconded to nominate P. Knoerl for a 1 year term on the M44 Committee. D. Timmons read the roll call. Ayes: J. Fues, S. Freeman, D. Heffron and F. Force. Abstain: P. Knoerl. The motion carried.

J. Fues moved and S. Freeman seconded to nominate D. Heffron for a 1 year term on the M44 Committee. D. Timmons read the roll call. Ayes: J. Fues, S. Freeman, P. Knoerl and F. Force. Abstain: D. Heffron. The motion carried.

#### Board of Review

J. Fues moved and D. Heffron seconded to nominate Deb Swan-Ellis for a 2 year term on the Board of Review. D. Timmons read the roll call. All ayes. The motion carried.

J. Fues moved and D. Heffron seconded to nominate George Wright for a 2 year term on the Board of Review. D. Timmons read the roll call. All ayes. The motion carried.

J. Fues moved and S. Freeman seconded to nominate Lewis Balka for a 2 year term on the Board of Review. D. Timmons read the roll call. All ayes. The motion carried.

#### Cable Committee

D. Heffron moved and J. Fues seconded to nominate P. Knoerl as Board Representative on the Cable Committee. D. Timmons read the roll call. Ayes: D. Heffron, J. Fues, S. Freeman and F. Force. Abstain: P. Knoerl. The motion carried.

F. Force moved and P. Knoerl seconded to nominate Gloria Burns for a 2 year term on the Cable Committee. D. Timmons read the roll call. All ayes. The motion carried.

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J. Fues moved and D. Heffron seconded to nominate Jerry Hallmark for a 2 year term on the Cable Committee. D. Timmons read the roll call. All ayes. The motion carried.

P. Knoerl noted that there are still two opening to fill on this committee. He will see if there is anyone interested in being on that committee.

#### Fee schedule Updates

##### a.) Building Permit Fees

J. Fues recommended that the Township allow residents to send faxes at no charge. He read a letter from Township Building Inspector Casey Patterson requesting an increase in the base permit fee as well as the inspection rate from \$35.00 to \$50.00 on plumbing, mechanical and electrical permits. Board members discussed the matter and agreed to research the matter further for review at the next Board meeting.

#### Ordinance for Spill Recovery

J. Fues provided a copy of Clay Township's ordinance to provide for hazardous material spill cost recovery. J. Fues said in the event of a hazardous material spill in the Township, the Township would be held responsible for costs to clean up the spill. He recommended having an ordinance in place to provide the Township means to recover those costs. Board members reviewed the ordinance. S. Freeman asked if there were any other ordinances for comparison. J. Fues will see if he can locate any other ordinances for comparison. P. Knoerl recommended sending this ordinance to the FASC for review.

#### Alden Nash Transformer

F. Force read an e-mail from John O'Neill, Consumers Energy, regarding blinking lights on Alden Nash. Mr. O'Neill said customer's lights are blinking when the sewer pumps turn on. He recommended that a transformer dedicated to serving the pumps be installed at a cost of \$2000.00.

D. Versluis, Sierra Consultants estimated that the pump draws about 30 amps. D. Heffron said Consumers Energy is not supplying enough amperage and did not feel it was the Township's responsibility to replace the transformer. Board members discussed Con proposal and agreed to have F. Force inform Mr. O'Neill that Grattan Township did not agree to pay for a new transformer.

#### Grattan Irrigation Expansion

F. Force said D. Heffron said he would consider paying for installation of irrigation equipment on his property to the west of the existing Grattan irrigation site to expand the irrigation system if the Township paid to have the piping run under Lincoln Lake Road to the new site. D. Versluis, Sierra Consultants, said that would be a good idea. He said the expansion would require a new irrigation master plan (IMP), hydro geological studies, additional monitoring wells and a permit renewal. Board members said they would like more estimates of the Township's cost for the proposed project. F. Force said he will check on prices for the hydro geological study, monitoring wells, permit renewal, a new IMP and water supply to the new site.

#### Red Flag Program

J. Fues provided a resolution to adopt procedures to implement "red flag rules", aka identity theft procedure. J. Fues moved and P. Knoerl seconded to approve the resolution. All ayes. The motion carried.

#### Phone Contract

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Approved: 1/19/09

J. Fues informed Board members that he has been talking with a broker regarding phone rates with AT&T. This broker can provide better rates for the Township. He asked the Board permission to make changes to the Township's account with AT&T. Board members were in consensus and agreed to allow J. Fues to proceed. J. Fues said he would not change carriers without discussing that with the Board.

#### Insurance

##### a.) Bid

J. Fues said the Township will have a second bid this year on insurance.

##### b.) Sewer Back Up

F. Force informed Board members that the Township can now purchase sewer back up insurance. This insurance would cover a \$100,000 yearly aggregate coverage with \$0 deductible for \$750.00 annually. Board members agreed to add this coverage.

#### Resolution Update for Satterlee Park Purchase

J. Fues presented a resolution to purchase property to be used as a Township park superseding Resolution 06-08. Minor spelling corrections were noted. D. Heffron moved and P. Knoerl seconded to adopt the amended resolution. D. Timmons read the roll call. All ayes. The motion carried.

Purchase of this property will close on December 23, 2008. The Township will buy the property and then be reimbursed by the State for 74% of the purchase price.

#### 2009 Calendar

Board members reviewed the proposed 2009 Grattan Township calendar. S. Freeman noted that the 2009 Christmas break should end January 3, 2010. F. Force moved and P. Knoerl seconded to approve the amended calendar. All ayes. The motion carried.

J. Fues said other Townships are considering cutting office hours in order to save money. P. Knoerl suggested tracking weekly activity in the office.

#### Wilcox Electric

F. Force informed Board members that Wilcox Electric, Rockford, MI, has refused to pay a 2007 re-inspection charge in the amount of \$70.00 and is now refusing to pay a 2008 re-inspection charge. Board members discussed this issue and agreed to take Wilcox Electric to small claims court to recover the money. J. Fues also recommended that the Township doesn't do any further inspections for this company until the past due charges are paid.

#### 911 Emergency Calls

F. Force said it appears the County may ask all Townships to share the cost of 911. Township's total cost for this service could be \$9300.00. At the last meeting all Township Supervisors in the County signed a letter to the County questioning this proposal.

#### Aerial Photos

F. Force said the Township received an invoice from Kent County in the amount of \$2092.98 for the cost of aerial photographs of the Township. Kent County suggested that the Township had agreed to pay for their share of the aerial photographs. He noted that this information can be obtained on the internet for free. F. Force said he has requested a copy of the agreement, but has not received a reply.

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Mileage Resolution

J. Fues presented a resolution to change the Township's mileage rate to 55cents effective January 1, 2009 for the balance of the 2008/2009 fiscal year. J. Fues moved and S. Freeman seconded to adopt the proposed resolution. All ayes. The motion carried.

**8. Board Member Communications**

Meeting Dates

The alternative Board meeting date is December 22, 2008 at 7:00 p.m. The next regular Board meeting date is January 12, 2009 at 7:00 p.m.

**9. Adjournment**

There being no further business, F. Force declared the meeting adjourned at 9:25 p.m.

\_\_\_\_\_  
Jim Fues, Township Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Franklin J. Force, Township Supervisor

\_\_\_\_\_  
Date

Diane Timmons  
Recording Secretary