

**GRATTAN TOWNSHIP BOARD**  
**Regular Meeting of December 14, 2009**

**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**

Members present: Supervisor F. Force, Treasurer Sabrina Freeman, Clerk J. Fues, Trustee D. Heffron and Trustee P. Knoerl. Members absent: none. Sewer Advisory Committee members Alan Rumbaugh, Tom Manikowski, Jennifer Medema and Terry Conley and Fire Chief Lou Kirkbride also attended the meeting.

**4. Approval of the Agenda**

F. Force added interview and select engineering firm and fire department trainee under new business, CDBG under unfinished business and Budget meeting under Board communications. P. Knoerl added PDR update and J. Fues added September 20, 2009 meeting minute correction. 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

D. Heffron moved and J. Fues seconded to approve the minutes of the November 2, 2009 regular meeting as printed. All ayes. The motion carried.

J. Fues moved and P. Knoerl seconded to approve the minutes of the November 23, 2009 special meeting as amended. All ayes. The motion carried.

J. Fues said the September 14, 2009 minutes should be corrected to show the tax rate at .7253, not .7235 as approved.

**Budget Amendments**

J. Fues explained the need for software upgrades and presented proposed budget amendments. J. Fues moved and S. Freeman seconded to approve the budget amendments as presented. All ayes. The motion carried.

**Accounts Payable**

Draft: 12/17/09

Approved: 01/11/10

J. Fues moved and P. Knoerl seconded to approve accounts payable in the amount of ~~\$44,478.92~~ **\$44,478.92** (checks 33021-33070 inclusive). All ayes. The motion carried.

**6. Consent Agenda**

**Payroll**

**Treasurer's Report (all funds)**

**Correspondence**

J. Fues moved and D. Heffron seconded to approve the consent agenda as presented. All ayes. The motion carried.

**7. Working Agenda**

**Hearing of Public**

Jim Vander Ploeg asked for a copy of the Sewer Advisory Committee meeting minutes from the December 9, 2009 meeting. F. Force said he would provide a copy of the draft minutes.

**Department Reports**

**Fire Department**

Township Fire Chief Lou Kirkbride read the Fire Department report out loud. There were 2 brush fires, 1 person injury without extraction, 1 personal injury with extraction, 7 medical calls, 1 false alarm, 3 non fire, and 5 training for a total of 20 in the month of November. He said the department has continues to work on the ISO rating and expects that work to be completed in the spring. There has been no word on a FEMA grant request. The department received a \$2800 grant from the DNR.

He said the department recently responded to a house fire with a very long driveway. Due to the length of the drive it took approximately 45 minutes to get water to the house and the house was destroyed. The department has a list of approximately 20 houses in the Township with drives that are impossible for fire trucks to access. D. Heffron said the Planning Commission should consider prohibiting long narrow driveways. F. Force will research county and township regulations for driveways.

**Fire Administration and Safety Committee**

This was discussed in the Fire Department report.

**Zoning Officer Report**

F. Force briefly reviewed the November 2009 zoning complaint update report.

**Safety Board of Appeals**

There was no meeting.

**Sewer Report**

Draft: 12/17/09

Approved: 01/11/10

F. Force said the remote receptacle has been installed at pump station #3. The road has not been completed. This matter will be discussed later in the meeting.

#### Planning Commission

There was no meeting.

#### Zoning Board of Appeals

There was no meeting.

#### Building Department

There were 5 other building permits, 1 electrical permit, 1 plumbing permit and 2 mechanical permits for a total of 9 in the month of November.

#### PDR Update

D. Heffron said the County will take up the matter of a \$275,000 appropriation for PDR funding at a meeting tomorrow morning. He said nine more farms are currently being appraised; two or three of those farms are located in Grattan Township.

#### Unfinished Business

##### Access Road to BPI-PS #3

F. Force said phase 2 of the access road at pump station #3 has not been completed. The contractor is recommending that work be done in the spring. J. Fues said work by the electrical contractor was completed late and the Township was not notified when the work was completed. This delayed road construction. Board members agreed to wait until spring to upgrade the access road.

##### Tom Byrne School

Board members reviewed Tom Byrne's December 2, 2009 letter regarding removal of the school building at 5 Mile and Murray Lake Avenue. F. Force said the County has required that the building be removed by November 26, 2009. Board members agreed to wait to see what action the county will take.

##### CDBG

J. Fues said funding for community development block grants will be getting tighter next year. The Township uses ~~\$4000.00~~ **\$11,000** of the ~~\$5000.00~~ **\$12,000+** fund for Senior Meals and North Kent Transit. Next year any remaining funds must be returned. He asked Board members to consider how to use the funds prior to the budget meeting.

#### New Business

##### Fire Department Trainee

Lou Kirkbride highly recommended Tanya Travis as a firefighter trainee. F. Force moved and P. Knoerl seconded to approve Tanya Travis as a firefighter trainee. Roll call: All ayes. The motion carried.

Draft: 12/17/09

Approved: 01/11/10

Interview and Select Engineering Firm

Board members and Sewer Advisory Committee members Tom Manikowski, Alan Rumbaugh, Jennifer Medema and Terry Conley interviewed 3 of the 4 engineering firms bidding for completion of the Grattan/Vergennes discharge management plan. Anne Heyt, OMM, Steve Williams, Williams and Works and Jim Hegarty and Chad Sosnowski, Prein & Newhof attended the meeting. Mike Oezer, Progressive, was unable to attend the meeting. Bidding firms were given the opportunity to make a presentation and answer questions from the Board and Sewer Advisory Committee.

*(There was a 5 minute break in the meeting.)*

Following interviews F. Force asked each Sewer Advisory member to give their top 2 recommendations. Those recommendations were as follows:

Tom Manikowski: 1. Williams and Works. 2. Prein and Newhof  
Terry Conley: 1. Williams and Works. 2. Prein and Newhof  
Jennifer Medema: 1. Williams and Works. 2. OMM  
Alan Rumbaugh: 1. Williams and Works. 2. Progressive

J. Fues moved and P. Knoerl seconded to award the contract to Williams and Works engineering firm for the irrigation repair upgrade not to exceed \$20,733.00. Roll Call: Ayes: D. Heffron, F. Force, P. Knoerl and J. Fues. Nays: S. Freeman. The motion carried.

Don McGahan Parcel

F. Force said he was approached by Township resident Don McGahan to see if the Township would be interested in purchasing property he owns near Murray Lake. Board members discussed the proposal and agreed they had no interest in purchasing the property.

Parks & Recreation Resolution

D. Heffron moved and S. Freeman seconded to approve and adopt the 2009 Parks and Recreation plan. Roll call: All ayes. The motion carried.

Township Weekend Sewer Operator

F. Force said Infrastructure Alternatives (IA) would like to hire someone in the township as a weekend sewer operator to cover call outs. Board members discussed and agreed to provide F. Force with names if they think of anyone.

BS & A Software Upgrade

J. Fues explained the purchase of BS&A software upgrades for the township office. J. Fues moved and D. Heffron seconded to purchase upgrades for Equilizer programs for the Assessing (\$3710.00), Tax (\$4050.00), Building (\$2475.00) and Sewer (\$500.00) departments totaling \$10,375.00. All ayes. The motion carried.

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Approved: 01/11/10

Committee Appointments

F. Force moved and J. Fues seconded to nominate Lisa Sostecke for a 3 year term on the Planning Commission (2010-2012). All ayes. The motion carried.

F. Force moved and P. Knoerl seconded to nominate Al Berry for a 3 year term on the Planning Commission (2010-2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate John Proos for a 3 year term on the Planning Commission (2010-2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate Shari Miller for a 3 year term on the Planning Commission (2010-2012). All ayes. The motion carried.

F. Force moved and S. Freeman seconded to nominate Dennis Heffron for a 1 year term as Board representative on the Planning Commission (2010). Ayes: S. Freeman, J. Fues, F. Force and P. Knoerl. Nays: none. Abstain: D. Heffron. The motion carried.

F. Force moved and J. Fues seconded to nominate Nancy Benner for a 3 year term on the Zoning Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and P. Knoerl seconded to nominate John Jakeway for a 3 year term on the Zoning Board of Appeals (2010- 2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate Marian Marek for a 3 year term on the Zoning Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate Jon VanderWeil for a 3 year term as alternate on the Zoning Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate Dee Hockemeyer for a 3 year term as second alternate on the Zoning Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate Paul Knoerl for a 1 year term as Board representative on the Fire Administration Safety Committee (2010). Ayes: D. Heffron, S. Freeman, J. Fues and F. Force. Nays: none. Abstain: P. Knoerl. The motion carried.

F. Force moved and P. Knoerl seconded to nominate Mary Kay Groening for a 3 year term as alternate on the Fire Administration Safety Committee (2010-2012). All ayes. The motion carried.

Draft: 12/17/09

Approved: 01/11/10

F. Force moved and P. Knoerl seconded to nominate Joyce Oberlin for a 3 year term as Murray Lake representative on the Safety Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate Kim Bradburn for a 3 year term on the Safety Board of Appeals (2010-2012). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate Paul Knoerl for a 1 year term as Board representative on the Safety Board of Appeals (2010). Ayes: D. Heffron, S. Freeman, J. Fues and F. Force. Nays: none. Abstain: P. Knoerl. The motion carried.

J. Fues moved and P. Knoerl seconded to nominate Frank Force for a 1 year term as Board representative on the Sewer Advisory Committee (2010). Ayes: P. Knoerl, S. Freeman, J. Fues and D. Heffron. Nays: none. Abstain: F. Force. The motion carried.

F. Force moved and S. Freeman seconded to nominate Alan Rumbaugh for a 3 year term as Murray Lake representative on the Sewer Advisory Committee (2010-2012). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate S. Christians for a 3 year term as the Planning Commission member on the Wetlands Board (2010-2012). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate Alan Rumbaugh for a 2 year term on the Construction Board (2010-2011). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate Glen Jonker for a 2 year term on the Construction Board (2010-2011). All ayes. The motion carried.

F. Force moved and D. Heffron seconded to nominate John Mallindine for a 2 year term as alternate on the Construction Board (2010-2011). All ayes. The motion carried.

F. Force moved and J. Fues seconded to nominate Ron Strauss for a 2 year term as alternate on the Construction Board (2010-2011). All ayes. The motion carried.

J. Fues moved and D. Heffron seconded to nominate Frank Force as the Board representative on the M 44 Committee for a 1 year term (2010). Ayes: S. Freeman, D. Heffron, J. Fues and Paul Knoerl. Nays: none. Abstain: F. Force. The motion carried.

F. Force moved and J. Fues seconded to nominate Paul Knoerl as the Board representative on the M 44 Committee for a 1 year term (2010). Ayes: S.

Draft: 12/17/09

Approved: 01/11/10

Freeman, F. Force, J. Fues and D. Heffron. Nays: none. Abstain: P. Knoerl. The motion carried.

F. Force moved and J. Fues seconded to nominate Dennis Heffron as the Board representative on the M 44 Committee for a 1 year term (2010). Ayes: S. Freeman, F. Force, J. Fues and Paul Knoerl. Nays: none. Abstain: D. Heffron. The motion carried.

**8. Board Member Communications**

Meeting Dates

The alternative Board meeting date is December 28, 2009 at 7:00 p.m. The next regular Board meeting date is January 11, 2010 at 7:00 p.m. The Township Budget meeting date is December 21, 2009 at 9:00 a.m.

**9. Adjournment**

There being no further business, F. Force declared the meeting adjourned at 10:35 p.m.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Diane Timmons  
Recording Secretary