

GRATTAN TOWNSHIP BOARD
Regular Meeting of February 8, 2010

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, Trustee D. Heffron and Trustee P. Knoerl. Members absent: none. Township Fire Chief Lou Kirkbride also attended the meeting.

4. Approval of the Agenda

F. Force ~~and~~ added reduced hall rental as item 3 under unfinished business and changed the date of the next budget meeting to February 24, 2010 at 9:30 a.m. J. Fues added clean up day and FOIA administrator under new business.

D. Heffron 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 January 11, 2010 regular meeting as printed. All ayes. The motion carried.

P. Knoerl moved and D. Heffron seconded to approve the minutes of the January 22, 2010 budget meeting as printed. All ayes. The motion carried.

Budget Amendments

There were no budget amendments.

Accounts Payable

D. Heffron asked for an explanation of the \$7500.00 payment to the DEQ. F. Force said that is an annual permit charge for the sewer systems. He will ask the DEQ for a breakdown of that charge.

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J. Fues moved and S. Freeman seconded to approve accounts payable in the amount of \$51,422.38 (checks 33120-33121 and 33124-33173 inclusive). All ayes. The motion carried.

6. Consent Agenda

Payroll

Treasurer's Report (all funds)

Correspondence

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

7. Working Agenda

Hearing of Public

Dean Salisbury said a recent article in the Grand Rapids Press listed Grattan Township's property values as those most reduced in the county. He asked how this will affect the Township's budget. F. Force said the Board is currently working on the budget. He said the total amount of State revenue is an uncertainty.

Department Reports

Fire Department

Township Fire Chief Lou Kirkbride read the Fire Department monthly report out loud. There was 1 personal injury accident without extraction, 1 personal injury accident with extraction, 7 medical calls and 4 trainings for a total of 13 for the month of January.

He provided information regarding fire department responses to accidents over the past year. He said 21 of the responses were for non Township residents, 4 responses for residents and 5 unknown. He said the fire department received notice they have received grants from the DNR and FEMA.

Fire Administration and Safety Committee

Steve Christians said the FASC elected new officers, is looking into charging non residents for a fire department response, discussing promotions within the fire department and compiling a list of questions for new fire department hires.

Zoning Officer Report

F. Force said the Township is citing Tom Byrne for failure to remove the old school house. He said there was one complaint regarding a junk vehicle.

Safety Board of Appeals

There was no meeting.

Sewer Report

F. Force said the new irrigation management plan has been submitted to the DEQ by Williams and Works. When that plan is approved by the DEQ the Township will be able to get estimates on the cost of the upgrade.

John Rydbeck, Infrastructure Alternatives, provided copies of the monthly sewer operations report. Board members discussed the decrease in emergency call outs and lagoon levels.

Planning Commission

The February meeting will be held February 10, 2010.

Zoning Board of Appeals

There was no meeting.

Building Department

There was no report.

Unfinished Business

PDR Update

D. Heffron said there are 8 new farms and 2 carry over farms in this year's Kent County's PDR program. The county PDR program has begun applying to Foundations for funds. They will meet with the Kellogg Foundation in March. D. Heffron said the county is also looking at options for long term funding.

Budget Issues

Board members discussed the remaining funds for the sewer primary contractor and agreed that money from other sewer accounts can be used if needed.

Reduced Hall Rental

F. Force said he was asked if Township employees who live in the Township could rent the Township Hall at a reduced rate. Board members discussed the matter and agreed not to approve a reduced rental rate for Township employees who live within the Township.

New Business

Debt Payoff

S. Freeman said the payoff amount for the Township building and land as of 02/08/10 is \$76,956.43. That amount changes daily. S. Freeman said there is enough money in the Township's general fund to cover this. Board member discussed and agreed the savings in interest on the loan would warrant paying off this loan.

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P. Knoerl moved and J. Fues seconded to authorize the pay off of outstanding amounts owing on loans for the Township building (\$45,000.00) and land (\$30,000.00) by February 15, 2010. All ayes. The motion carried.

Sewer Pump Repairs

F. Force said the Board's recent decision to require Board approval for any sewer repairs over \$500.00 could result in situations that need immediate attention. That decision must wait for Board approval at the next scheduled meeting. He asked Board members to consider a more effective manner to handle approval of repair charges. Board members discussed and noted the Supervisor has authorization to approve repair charges over \$500.00 if it is an emergency situation. They agreed to continue the policy of Board approval for charges over \$500.00.

CDBG Resolutions

J. Fues moved and P. Knoerl seconded to approve resolution 10-009 to allocate \$5,365.00 of CDBG funds for North Kent Transit and \$5,007.00 of CDBG funds for Senior Meals. Roll call vote: Ayes: D. Heffron, J. Fues, F. Force, S. Freeman and P. Knoerl. Nays: none. The motion carried.

Closing of Old Belding Road

J. Fues moved and D. Heffron seconded to approve resolution 10-001 requesting the Kent County Road Commission to approve the closing of Old Belding Road from Belding Road (M44), west to Seeley Creek, to include Lessiter Avenue where it intersects with Old Belding Road between the hours of 10:30 a.m. and 12:30 a.m. on Monday, May 31, 2010. Roll call vote: Ayes: S. Freeman, P. Knoerl, F. Force, D. Heffron and J. Fues. Nays: none. The motion carried.

Designate Township Banking Facility

J. Fues moved and S. Freeman seconded to approve resolution 10-002 designating Huntington National Bank as the township banking facility for daily operations, and that other Michigan banks, Michigan investment companies, and Kent County agencies also be designated as township depositories for the 2010/2011 fiscal year. Roll call vote: Ayes: F. Force, D. Heffron, P. Knoerl, S. Freeman and J. Fues. The motion carried.

Adopt Robert Rules of Order

J. Fues moved and D. Heffron seconded to approve resolution 10-007 adopting Robert's Rules of Order to conduct township meetings for the 2010/2011 fiscal year. Roll call vote: Ayes: S. Freeman, F. Force, J. Fues, P. Knoerl and D. Heffron. Nays: none. The motion carried.

Township Officials Salaries

J. Fues moved and S. Freeman seconded to approve resolution 10-003 setting a yearly salary of \$20,000.00 for the Township Supervisor. Roll call vote: Ayes: S. Freeman, D. Heffron, P. Knoerl and J. Fues. Nays: none. Abstain: F. Force. The motion carried by a vote of 4-0-1.

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J. Fues moved and P. Knoerl seconded to approve resolution 10-004 setting a yearly salary of \$20,000.00 for the Township Treasurer. Roll call vote: Ayes: P. Knoerl, J. Fues, D. Heffron and F. Force. Nays: none. Abstain: S. Freeman. The motion carried by a vote of 4-0-1.

F. Force moved and D. Heffron seconded to approve resolution 10-005 setting a yearly salary of \$20,000.00 for the Township Clerk. Roll call vote: Ayes: D. Heffron, S. Freeman, P. Knoerl and F. Force. Nays: none. Abstain: J. Fues. The motion carried by a vote of 4-0-1.

J. Fues moved and S. Freeman seconded to approve resolution 10-006 setting a yearly salary of \$3,500.00 for Township Trustees. Roll call vote: Ayes: J. Fues, S. Freeman and F. Force. Nays: none. Abstain: D. Heffron and P. Knoerl. The motion carried by a vote of 3-0-2.

Mileage Rate Resolution

J. Fues moved and D. Heffron seconded to approve resolution 10-010 to set the Township's mileage rate used to calculate authorized mileage expenses at the rate of 50 cents effective March 01, 2010 for the balance of the calendar year. Roll call vote: Ayes: J. Fues, D. Heffron, P. Knoerl, S. Freeman and F. Force. Nays: none. The motion carried.

Township Clean-up Day

J. Fues moved and D. Heffron seconded to approve hiring J & S for the annual Township clean-up day on or about July 17, 2010 at a price not to exceed \$1,500.00 All ayes. The motion carried.

FOIA Administrator

J. Fues said at a recent conference he attended he learned how important it is for the Township to have a designated Freedom of Information Act (FOIA) Administrator. He recommended the Township create this position and suggested that a current staff member could take on these additional duties. Board members discussed the matter and will see if any staff members are interested in the position.

8. Board Member Communications

Meeting Dates

The alternative Board meeting date is February 22, 2010 at 7:00 p.m. The next regular Board meeting date is March 8, 2010 at 7:00 p.m. The next Sewer Advisory Committee meeting is February 17 at 6:00 p.m. The third budget session is February 24, 2010 at 9:30 a.m.

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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