

**GRATTAN TOWNSHIP BOARD**  
**Regular Meeting of November 7, 2011**

**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 (unexcused).

**4. Approval of the Agenda**

F. Force and J. Fues added 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**

P. Knoerl noted one correction on page 3. J. Fues moved and S. Freeman seconded to approve the October 17, 2011 regular meeting minutes as amended. All ayes. The motion carried.

**Budget Amendments**

J. Fues reviewed proposed budget amendments and added a \$5000.00 expense over 3 years for Rails to Trails. Board members agreed to amend state revenue sharing for that expense.

J. Fues moved and P. Knoerl seconded to approve budget amendments as amended. All ayes. The motion carried.

**Accounts Payable**

J. Fues moved and P. Knoerl seconded to approve accounts payable in the amount of \$123,276.90 (checks 35835 - 35878 inclusive). All ayes. The motion carried.

**6. Consent Agenda**

**Payroll**

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

**Correspondence**

P. Knoerl moved and S. Freeman seconded to approve the consent agenda as presented. All ayes. The motion carried.

**7. Working Agenda**  
**Hearing of Public**

Mr. Goldsmith, 5 Mile Road, said over the past 6 months there have been numerous incidents of loud noise from a neighbor. He said he has contacted the Kent County Sheriff's Department, who said if an ordinance were in place they could enforce it. He asked the Board to amend the existing disorderly conduct ordinance to make noise complaints enforceable, or create a new noise ordinance.

Board members discussed the matter. F. Force said there is no way for the Township to enforce the ordinance. F. Force said the Township Zoning Enforcement Officer recommended calling the State Police. P. Knoerl suggested looking at modifying the existing ordinance and reviewing Oakfield Township's ordinance. J. Fues said the Board must take a cautious approach to noise control. He said orchards in the township sometimes use noise to frighten birds away. He also said there is an existing race track in the township. F. Force suggested contacting the ADA to see what should be in an enforceable ordinance. Board members agreed.

Jerry Hallmark, 12495 Belding Road, said he contacted the MDOT regarding noise from rumble strips on Belding Road. Jim Richards, MDOT, said the rumble strips were installed for safety. The MDOT did put in a double white line along that stretch of road. Mr. Hallmark informed the Board that he personally installed reflective strips in the road. F. Force said he will contact Jim Richards, MDOT, regarding the matter.

Mr. Hallmark said Rockford ambulance and the Grattan Fire Department should use lights and sirens with discretion when responding to an emergency. He said if it is late at night and there is no traffic on the road lights and sirens do not always need to be used. F. Force said the Fire Department meets on the 4th Tuesday of each month and the public is invited. F. Force said he will check the Fire Department's policy on lights and sirens.

**Department Reports**

**Fire Department**

F. Force said there were 3 structure fires, 1 personal injury accident without extraction, 1 personal injury accident with extraction, 5 medical calls, 2 false alarms, 1 mutual aid given 3 trainings and 2 training meetings for a total of 18 in the month of October.

**Fire Administration and Safety Committee**

F. Force said the FASC is working on the identification of long drives and private roads in the township that are not marked with addresses. Those properties would be very difficult to locate in the event of an emergency.

**Zoning Officer Report**

Draft: 11/10/11

Approved: 12/12/11

Board members reviewed the Zoning Officer's October report. There were no questions.

#### Safety Board of Appeals

There was no meeting.

#### Sewer Report

##### Monthly Report

John Rydbeck, Infrastructure Alternatives, reviewed the October monthly sewer report. He said irrigation of both systems ended October 31st. Due to a favorable fall weather, lagoon levels are better than anticipated. He said both systems will be winterized November 8th.

J. Rydbeck provided copies of two sanitary sewer overflow reports. He said a Kent County Road Commission excavator hit a manhole casting while performing maintenance cleaning of a ditch. J. Rydbeck said the sewer lines were properly flagged and painted. Board members asked if he had pictures of that flagging. J. Rydbeck said he did have pictures and will provide those pictures to F. Force. The second SSO caused by a partially cracked force main was discovered during routine maintenance. Both SSO's were reported to the DEQ in a timely manner.

#### Electronic Actuator for Center Pivots

J. Rydbeck explained the proposed change order for a power actuated supply valve for remote operation at a cost of \$3900 for 2 actuators. He said the actuators will be beneficial as they will complete full automation of the system. F. Force said this work could be funded with contingency funds. J. Fues asked if there will be fewer billed hours if the actuators are installed. J. Rydbeck said he sees potential for less labor and estimated the costs for this upgrade would be recouped in one year. He said cost for this proposal will increase if it goes thru the general contractor. Board members agreed to move this request to a change order to be presented at the December meeting.

#### Seed Tickets GVWWTF

F. Force said seed tickets for farm lease land at the Grattan/Vergennes Wastewater Treatment Facility have been submitted to the township and meet requirements.

#### Planning Commission

The Planning Commission held a preliminary review of Jody Hall's request to amend his special land use permit for sale of the property at Lincoln Lake Avenue and 4 Mile Road. A public hearing will be held in December.

#### Zoning Board of Appeals

The ZBA held a meeting to approve the September minutes.

#### Building Department

Draft: 11/10/11

Approved: 12/12/11

There was no report.

### **Unfinished Business**

#### PDR Update

There was no report.

#### Budget Issues

J. Fues said there are sometimes issues with the sewer budget, but the remainder of the budget is in decent shape.

#### Township Economic Plan- Mike DeVries- Grand Rapids Charter Township

Mike DeVries, Grand Rapids Charter Township Supervisor, explained the Kent County Guide for Economic Development. He said The Right Place, Inc is the economic development organization that puts partnerships together. He said although Grattan appears not to have a large area designated for commercial or industrial, the proposed economic development policy would also benefit agricultural businesses thru tax abatements. He asked the Board to consider adoption of the economic development policy provided in his August 17, 2011 correspondence. He said 17 of the 21 townships in Kent County support the proposed policy.

Board members discussed and agreed to review the provided information and discuss the matter at the December meeting.

#### Comcast Contract

J. Fues said he spoke with Comcast regarding the Boards request to have Comcast provide service to every resident in the township. Comcast said they could not provide service to everyone due to the high cost of providing infrastructure in areas with few homes.

Board members discussed franchise revenue received from Comcast and agreed to continue with the franchise percentage.

#### Snow Plow Contract

J. Fues said both contractors accepted an extension of their existing contracts.

#### Cemetery Update

J. Fues said fencing at the Grattan cemetery was completed for under \$5000.00. He said \$20,000 was budgeted for projects. He will get quotes for the remaining driveway project at the Mason cemetery.

#### Sodium Chloride Ordinance

F. Force said he is required to submit a work plan for the reduction of sodium chloride at the Grattan Vergennes irrigation site to the DEQ. He would like to submit a draft sodium chloride ordinance regulating the discharge of brine from

Draft: 11/10/11

Approved: 12/12/11

water softeners as part of that plan. He asked Board members to review the proposed draft ordinance for discussion at the December meeting.

#### Sewer Quotes/Tipping Buckets

F. Force reviewed a change order to install a tipping bucket and mission dialer at the Grattan/Vergennes irrigation site at a total cost of \$4,400. Board members discussed. P. Knoerl asked where funds would for this project would come from. F. Force said there is \$28,000 in contingency funds for the collection system upgrade remaining. Board members agreed to consider the change order at the December meeting.

F. Force said Prein & Newhof has submitted a cost proposal of \$1400 for verifying and calculating the existing water volumes and preparation of a lagoon volume calculator for the Grattan/Vergennes treatment site. He said this will allow Infrastructure Alternatives to better calculate lagoon levels. Board members discussed this proposal. J. Rydbeck a survey may be included in Williams and Works contract. F. Force will contact Steve Williams regarding the survey. Board members discussed including this project the next fiscal year and agreed to add the project to the current budget.

#### Discussion-Fire Department Building Loan

J. Fues said there are 8 years remaining on the existing fire department building loan. The interest rate on that loan is 4.2%. P. Knoerl said because that loan is funded by a special assessment, it should remain on the 8 year payback schedule. J. Fues and S. Freeman will provide refinancing options for discussion at the December meeting.

#### New Business

##### DMP & Construction Plan Proposal - Grattan Wastewater Treatment Facility

F. Force said Infrastructure Alternatives has submitted a request to amend the DMP and construction plan for a total cost of \$7910.00. He said Prein and Newhof does not want to bid the construction plan with the current information. He said \$20,000 has been budgeted for this upgrade. Board members discussed other costs for the upgrade. F. Force said farm leases have been sent out and will be returned in 2 weeks. The terms of those leases may affect costs for the project. Board members agreed to see what the farm lease includes and discuss at the December meeting.

##### CO #1- Collection System Upgrade - Electrical

J. Rydbeck said 6 pump stations receiving a new duplex control panel failed the electrical inspection. He said Rockford Electrical stood by their design, but the electrical inspector did not agree. The pump stations are being required to install an additional stainless steel junction box. The additional cost for this work is \$3600.00. He asked Board members to approve the change order request. Board members discussed. J. Fues asked about challenging the electrical inspectors decision. Board members agreed that the additional junction box will need to be

Draft: 11/10/11

Approved: 12/12/11

installed. P. Knoerl asked that the make, model and description of the new junction boxes be added to the change order. Board members said F. Force, Sewer Administrator has the authority to approve the change order.

Hall Rental

F. Force said recently the community room was inadvertently rented to commercial entities. Board members discussed amending the rental agreement for commercial events. They agreed that applicants, who would like to use the hall for a commercial event, are responsible to make application to be on the Township Board's agenda for consideration Board members also discussed amending the application to show what the purpose of the proposed event and the expected number of people attending. P. Knoerl suggested increasing the fees structure and requiring Board approval for commercial uses.

FOIA Clerk

J. Fues said the FOIA clerk will now be working only 3 days per week. Board members discussed how FOIA requests will be processed. J. Fues said FOIA requests must be completed 5 days after receipt and must be the primary focus of the FOIA clerk.

2012 Calendar

J. Fues provided Board members with information regarding the township's 2012 calendar and asked Board members to review information for discussion at the December meeting.

**8. Board Member Communications**

Meeting Dates

The second monthly Board meeting date (as needed) is November 28, 2011 at 7:00 p.m. The next regular Board meeting date is December 12, 2011 at 7:00 p.m. Sewer Advisory meeting November 22, 2011 at 6:00 p.m.

**9. Adjournment**

There being no further business, F. Force declared the meeting adjourned at 9:41 p.m.

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Jim Fues, Township Clerk

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Date

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Franklin J. Force, Township Supervisor

\_\_\_\_\_  
Date

Draft: 11/10/11

Approved: 12/12/11

Diane Timmons  
Recording Secretary