

**GRATTAN TOWNSHIP BOARD**  
**Regular Meeting of June 13, 2011**

**Call to Order**

Township Supervisor Frank Force called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

F. Force led the Pledge of Allegiance.

**Roll Call**

M. Burt read the roll call. Members present: Supervisor F. Force, Clerk J. Fues, Trustee D. Heffron and Trustee P. Knoerl. Members absent: Treasurer S. Freeman (excused).

**Approval of the Agenda**

J. Fues moved and P. Knoerl seconded to approve the agenda as amended. All ayes. The motion carried. Two items were added to the agenda, Old Orchard at the Grattan wastewater site and irrigation plan update.

**Officers Report (Clerk's Report)**

**Approval of Minutes**

J. Fues moved and P. Knoerl seconded to approve the minutes of the May 9, 2011 regular meeting as presented. All ayes. The motion carried.

**Budget Amendments**

There were no budget amendments.

**Accounts Payable**

J. Fues moved and P. Knoerl seconded to approve accounts payable in the amount of \$124,503.64 (checks 35536-35607 inclusive). All ayes. The motion carried. There were questions regarding the cost of the soil erosion permit for the Grattan/Vergennes irrigation upgrade.

**Consent Agenda**

**Payroll**

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

**Correspondence**

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

**Working Agenda**

**Hearing of Public**

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There were no public comments.

### **Department Reports**

#### **Fire Department**

There were 2 structure fires, 10 medical calls, 1 mutual aid given, 2 trainings and 2 training meetings for a total of 18 in the month of May.

#### **Fire Administration and Safety Committee**

There was no meeting.

#### **Zoning Officer Report**

Board members discussed the ten to twelve junk vehicle complaint at Paul Vaicius residence located at 5675 Dunn Ave. F. Force noted the owner of the property said his son owns the cars, and they do not have titles, which makes it hard to get rid of them. D. Heffron suggested they apply for replacement titles for the junk vehicles that need to be removed.

P. Knoerl asked if the junk vehicles were removed from the Kennedy residence. D. Heffron said there still are a lot of vehicles on the property. P. Knoerl suggested the zoning enforcer visit that site again.

#### **Safety Board of Appeals**

There was no meeting.

#### **Sewer Report**

John Rydbeck, Infrastructure Alternatives, reviewed the May 2011 monthly report. He said the Capital Improvement upgrade project has begun with the replacement of the Grattan WWTF discharge flow meter (at the DNRE's request) and installation of a rainfall tipping bucket with Mission dialer telemetry. The site clearing for the Grattan/Vergennes irrigation upgrade has entered its first stage. The initial inquiry into the Grattan WWTF under drains repair/replacement is currently in process.

F. Force asked if the invoicing for the work on the collection system upgrade would be invoiced separately, J. Rydbeck said there has been project codes assigned that would help with keeping track of work being done. Grattan WWTF began irrigation last month and J. Rydbeck reviewed graphs showing the amount of wastewater discharged, rainfall amounts, and evaporation amounts. J. Rydbeck also reviewed graphs showing Grattan WWTF lagoon volumes.

He noted at the Grattan system there were no emergency call outs, and one power outage at the Grattan/Vergennes on May 14.

#### **Sewer Advisory Committee**

F. Force said the committee discussed irrigation upgrade, collection system upgrade, cost of clearing the orchard at the Grattan WWTF, leases for Grattan/Vergennes WWTF and the under drains at Grattan WWTF that are in very poor condition. Committee members were not in favor of spending any money on any of the projects, other than clearing of the

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ditch from Lincoln Lake to Heffron. That work is quoted at \$1200 and the committee recommended to the board for that work to be done. D. Heffron noted cleaning the upper portion would not do any good. The portion that needs cleaned is from the pond to Lincoln Lake. D. Heffron suggested that anyone cleaning the ditch should have a ditch bucket. D. Heffron suggested we contact the drain commission to get a list of the contractor's they use. F. Force agreed to get more quotes to do this work.

#### Tipping Bucket

F. Force said discussion took place regarding installing of a tipping bucket to measure rainfall at the Grattan/Vergennes WWTF. It was suggested using the tipping bucket at the Grattan site instead of installing one at the Grattan/Vergennes site. Board members discussed pricing and disadvantages and advantages of installing one at the Grattan/Vergennes site. Board was in favor of getting a quote and having one installed at the Grattan/Vergennes site.

#### Planning Commission

F. Force noted the Planning Commission had four requests: Deidre Sharp's request to allow a swimming pool in the front yard (lakefront), Brian Heethuis request for using the township's access road to a sewer pump station off Woodland Park to access his property, consideration of a public meeting for the medical marijuana ordinance and review of the mineral extraction special land use from Timothy and Janet Heffron Trust and Nash Farm, LLC.

Prein and Newhof did a site inspection of the Heffron site to evaluate how much material has been removed from the site. It was suggested to get a topographic survey now and then again in one year and compare them to measure the amount of mineral's being extracted from the site. The Planning commission was not in favor of doing this. Board members discussed options and decided to get three quotes on a topographic survey and review them at the next board meeting.

#### Zoning Board of Appeals

There was no meeting.

#### Building Department

There was 1 new building permit, 6 other building permits for remodeling, 3 electrical permits, 3 plumbing permits and 2 mechanical permits for a total of 15 in the month of May.

#### Unfinished Business

##### PDR Update

D. Heffron noted a lunch will be held on June 25 at 11:00 a.m. to discuss farms that have applied to be preserved and encouraged board members to come.

##### Budget Issues

There were none.

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### Policies & Procedure Manual

J. Fues discussed with Board members their suggested changes and the language that would need changing regarding those requests. J. Fues will present a draft copy with all the changes at the next regular board meeting.

### Roads

F. Force said he and J. Byrne went around and evaluated what roads need repair. A list was compiled and distributed to board members at the last meeting. New information was handed out regarding information discussed with the drain commission. The topic of Causeway drive came up and it was discussed how much would be needed to repair the road. F. Force noted that the township or the residents would need to pay 55% percent of \$350,000 to repair this road. He said the township does not have that amount of money for this project. P. Knoerl asked if that could be a special assessment, F. Force said the residents were not in favor of that option. It was noted the residents that live on Causeway Drive are mostly the one's that use it.

F. Force stated that J. Byrne asked the drain commission to review the list of roads that need repairs and see which ones were affected by drains they think are in poor condition. Only 5 Mile west of Ashley Ave would be affected by poor drainage that was on the list.

Board discussed the list of drains that needed repair and the different options. F. Force will get the cost to clear the drain on 5 Mile west of Ashley Ave. That is the only drain that affects any roads on the list of road repairs.

Board also discussed proposed gravel road repairs that would cost the township \$112,750. Total budgeted for road repair was \$85,000. D. Heffron was opposed to putting more gravel on Dunn Road without putting a new road bed in. F. Force is going to get quote's to put a new road bed and improve ditches on Dunn Ave.

Board was in favor of having the drain commission and road commission come to the next board meeting to discuss specific plans to repair the road projects in Grattan Township.

Board members were in favor of doing the work needed on 7 Mile and Dunn Ave from the list of roads that need repaired.

### Ordinance Amendment-Excavator Bonds

F. Force noted prior discussion had taken place on the topic of state licensing for excavators who work on the township's sewer system. He noted there have been a variety of opinions. He referred to a letter from the attorney and noted the highlighted areas.

F. Force asked the board if they want to raise the bond requirement for excavators that work on the sewer system in Grattan Township from \$5, 000 to \$10,000.

Board discussed the requirement of state licensing for excavator's who work on the township's sewer system. F. Force said he was not in favor of this because he feels it

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would eliminate a lot of the local excavators that do good work for the township. These excavator's have no desire to be registered with the state, but do register with the township and meet all the requirements of the township. J. Fues suggested the fees be taken out of the ordinance and be put in the fee schedule.

Board members discussed in length different options and suggested that any excavator who works in the township be state licensed. D. Heffron asks what other townships do. He asks why you wouldn't want them to be state licensed and commented they would get valuable training. The board suggested having all residential and commercial excavators who work in the township is required to be state licensed. The board agreed to get more information regarding this topic.

#### Annual Audit Review

J. Fues reviewed the annual audit and noted that it went very well. The auditors identified one item as a material weakness and that is the preparation of financials. J. Fues said that the current system does not automatically prepare financial statements in an accrual fashion. Currently, we have contracted the auditor's to do this and he believes when the BS& A software is installed, we will be able to do a much better job regarding this weakness.

P. Knoerl commented on balances of past audit's compared to the balances on the 2010/2011 audit and gave a compliment to the board regarding cutting cost and getting the general fund balance and the sewer fund balance to a stable amount.

#### Old Orchard at Grattan Wastewater Treatment Site

F. Force informed the board that submitting a work plan explaining the high levels of nitrates at the Grattan WWTF site was one of the conditions required with the last permit issued. This has not been done. He said Prein & Newhof was supposed to compose a letter of appeal to the DEQ explaining why we didn't need a nitrate study. The letter was never written because at that time the township was planning on upgrading the old orchard to be included in our irrigation plan. It would have required a complete hydrogeo study to the complete area. F. Force said he needs to inform Prein and Newhof in writing as to what the township would like to do regarding the old orchard. This letter might relieve the township from the requirement to get a hydrogeo study done.

#### Irrigation Plan Update

D. Heffron is working with the state setting up a meeting to discuss the irrigation plan update.

#### New Business

##### Pump Station Access Road

F. Force gave the board some background information regarding this topic. After attending the Planning Commission meeting and asking if there was any other options other than Option #1 that was opposed by a lot of neighbors. F. Force suggested using the sewer access road. Mr. Heethuis has made application for the use of the sewer access

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road to access his parcel of land. F. Force gave the different options that would benefit the township. It would improve the road, it would provide the township with room to turn around with heavy equipment needed for the sewer pump station, and would be maintained by the owner of the property.

Mr. Heethuis stated his request to the board. P. Knoerl asked how long the road would be and Mr. Heethuis said it would be about 1000 feet. F. Force asked Mr. Heethuis how the township would use the cul-de-sac to turn around being it was on his property. Mr. Heethuis noted it would be part of the easement. Mr. Heethuis agreed the cul-de-sac should be moved to the east side of the property. D. Heffron asked how wide the Township's access road was. Mr. Heethuis said it was 20' wide. The road requirement is 14' and the right of way of 66' does not change for any road. Mr. Heethuis then said he would have to go before the Planning commission and get a Special Land use to put the road in and go before the Zoning Board of Appeals and ask for a reduction in the right of way for the road.

F. Force noted when you put a private road in; it would restrict the owners' rights of the adjoining properties. When this becomes a private road the adjoining properties become corner lots. If they wanted to add on to their house or put out buildings up or other things, it could put additional restrictions on how they could use there property next to the road. F. Force explained that the ZBA would be addressing a resolution that would resolve any of the issues connected with the corner lot zoning.

J. Fues asked what the properties were termed right now. F. Force said if the current property owners would have asked for zoning information on those properties, the zoning administrator would have considered it a private road. If it goes through this process it would not take anything away from these parcels but it would give them additional rights they would not have otherwise.

D. Heffron stated he was opposed to the private road and was opposed to Mr. Heethuis using the sewer access road. He was opposed to anyone else maintaining a road for the township.

P. Knoerl said out of the two options he would choose the sewer access road. He recommended there be a clear maintenance agreement to protect the township.

Board discussed the responsibilities of the land owner that would need to be very clear on the road maintenance agreement. Board members also discussed the option of a special assessment for maintenance needed on the private road. They also discussed if the special assessment was not paid, it could be put on the tax bill.

Shelley Kelley stated she was opposed to Mr. Heethuis putting a private road in off Lessiter Ave.

Board members discussed many other options regarding Mr. Heethuis' use of the pump station access road to access his parcel of land. The private street would serve two

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parcels, the Township lift station and the parcel owned by Mr. Heethuis. There was a lot of discussion and concerns regarding snowplowing of the private road.

F. Force moved and P. Knoerl supported the resolution to approve conveyance of limited non-exclusive easement for a private street, in consideration of agreement to improve and maintain access road for township sanitary sewer system facility and for other public benefits. Roll Call Vote: 3 yeas and 1 nay. Motion Carried

#### “One Kent Initiative”

F. Force explained that a committee was formed to evaluate “One Kent Initiative” and to determine if a consolidation of the City of Grand Rapids and Kent County should undergo a governmental consolidation. This consolidation would have impact on services, efficiencies, costs, taxes, etc.

#### Farm Leases

F. Force said a board member suggested adding two more parcels to be cleared that are adjacent to the current property being cleared. This would allow for expansion in the future for irrigation and would be a cost saving because they are already doing work at the site. D. Heffron gave a brief explanation of his suggestion on maximizing all the space that is available at the Grattan/Vergennes site to irrigate on. He suggested that the under drains be designed at the same time to accommodate all the available property. F. Force will communicate with the contractor to get additional information.

#### Liquor License Transfer

J. Fues moved and D. Heffron supported to approve the resolution to transfer stock (in 2001 licensing year) in 2011 class C licensed business, located 11617 Old Belding Road, Belding, MI 48809, Grattan Township, Kent County, Wherein George Phillips, Jr. and Maureen Phillips each transfer stock (in 2010 licensing year) wherein George Phillips, Jr. and Maureen Phillips each transferred 2,250 shares of stock to Denise Flikkema on 12/27/10 and Wherein George Phillips, Jr. and Maureen Phillips each transferred 2,250 shares of stock to Denise Flikkema on 1/10/11. All Ayes. Motion Carried

#### Ross Excavating Invoice

F. Force moved and P. Knoerl supported to pay the invoice to Ross excavating for \$1782.50 for work performed on the under drains at the Grattan WWTF. All Ayes. Motion Carried

### **Board Member Communications**

#### Meeting Dates

The second monthly Board meeting date (as needed) is June 27, 2011 at 7:00 p.m. The next regular Board meeting date is July 11 2011 at 7:00 p.m.

The next Sewer Advisory meeting date is June 21, 2011 at 6:00 p.m.

Legislative Farm Focus Pig Roast is Monday, July 25<sup>th</sup> at 6:00 p.m.

### **Adjournment**

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There being no further business, F. Force declared the meeting adjourned at 10.10 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

Monica Burt  
Recording Secretary

DRAFT