

Mecosta Township

19729 11 Mile Rd. Big Rapids, MI.

Regular Meeting

September 10, 2019/ unapproved minutes

Prepared by Lois Brennan, Mecosta Township Clerk

1. **Call Meeting to Order:** Supervisor Michele Graham, called the meeting to order at 6:00pm.
2. **Pledge to the Flag**
3. **Roll Call** – James Cain, Mary Quinlan, Michele Graham, Lois Brennan present. John Johnson was absent.
4. **Approval of the Agenda** – Motion made by James Cain to approve the agenda with the addition of C. John Hancock Retirement plan under 10. Unfinished business. Mary Quinlan 2nd. All ayes, motion carried.
5. **Approval of Minutes** – Motion made by James Cain to accept all 3 sets the minutes August 7th, August 13th and August 22nd as written and presented. Mary Quinlan 2nd. All ayes, motion carried.
6. **Treasurer's Report** – Treasurer's report was accepted as presented and entered into official record.
7. **Approval to Pay Bills & Payroll** – Motion made by Mary Quinlan to pay bills and payroll in the amount of \$45,507.15, James Cain 2nd. Roll Call Mary Quinlan – yes, James Cain – yes, Lois Brennan – yes, Michele Graham – yes. All aye, motion carried.
8. **Brief Public Comment** – none heard.
9. **Reports** –
 - A. **County Commissioner Report** – Per Tom O'Neil, shared an invitation to attend the ground breaking ceremony for the Dragon Trail. The only other topic at this time was the possibility of the millage question for the Nov. 2020 ballot regarding the Mecosta County Road Commission.

B. Assessors/Supervisors Report– Per Michele Graham, assessor’s report, Michele was in class all day for GIS. Michele also has a lot of class time coming up she is working towards her Level 3 Assessing certification. Supervisor’s report zoning ordinance amendments were presented outlining areas of improvement regarding several different topics.

C. Clerk- Per Lois Brennan, the new computers needed for elections have been purchased and are installed and operating well. Lois was informed that a 3rd computer may be needed in the future as it is aging and will eventually stop supporting updates. Lois would like to see some policy and protocol definitions outlined a little better, as we are a growing community. She was asked to bring back some examples and thoughts for the Board to look over. Main objective is to streamline our internal procedures, to become more efficient.

D. Cemetery– nothing new. Michele will again attempt to contact Kenn Vredenburg, Austin Township Supervisor as to a meeting in October is needed. To date there has not been an answer from Austin Township following prior requests.

E. Budget – A transfer in from the general checking account of \$28,072.53 to fund 207-000-699 and amending the budget for 207-000-981 new equipment to increase by \$28,072.53. Motion made by Lois Brennan to transfer in the \$28,072.53 and amend the budget for 207-000-981 in the amount of \$28,072.53. James Cain 2nd. Roll Call: Lois Brennan – yes, James Cain – yes, Mary Quinlan – yes, Michele Graham – yes. All ayes, motion carried.

F. Planning Commission – Per James Cain, the natural resources grant was actually \$350,000.00 for the Dragon Trail. The planning commission is requesting feedback from the Township Board regarding the outline they provided regarding Zoning Ordinance amendments. Items listed for discussion and thoughts were, tiny houses, fireworks, lot sizes in AF and AG, commercial property, permitted signs for business, domestic animal (chickens), Barn wedding venues, lighting, village commercial (discuss with Master

Plan), Equine. Special use hearings were also a topic of discussion.

10. Unfinished Business –

A. Fire Department – Per Chief Ron Palmer

-Reports- a copy of fire runs was presented to the board, there were a total of 14 calls in the past month.

The approved turn out gear was ordered and delivered.

Rear Brakes on Engine 2 are in need of repair as well as the exhaust on Tender 2, Chief Palmer outlined these repairs for the Board.

Motion made by Lois Brennan to spend up to \$2500.00 to make necessary repairs to Rescue Engine 2 and Tender 2. James Cain 2nd.

Roll Call: Lois Brennan – yes, James Cain – yes, Mary Quinlan – yes, Michele Graham – yes. All ayes, motion carried.

The hydrant located at Birch Park is ready for repair, the hydrant is still functioning and installation of the new parts will happen within the next couple of weeks. One attempt to make repairs and install new parts was thwarted by lightening.

Genesis Extrication tool tune up is set up for September 19, 2019. If any tools need extensive repair, they will be taken back with them and temporary replacement tools will be left for the use of the fire department while repairs are being made.

800mhz radios 1 for the fire department 1 for rescue is needed.

Could the purchase of both radios come from First Responders funds was posed to Chief Palmer, he agreed that is possible. Motion made by James can to purchase 2 800 mhz radios out of First Responders, new equipment in the amount of \$3,500.00. Mary Quinlan 2nd.

Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. All ayes, motion carried.

Rope rescue training and pump and boat training was at Brower Park. All went well. Fire Department has decided to move this training up

in schedule to the second Tuesday in August so people are able to attend and watch the training.

Med Control canceled their meeting. Chief Palmer is meeting Walt to get all of their state licenses signed. This is renewal for Rescue.

Rescue is running smoothly they have had 16 calls since August 10th.

-SCBA Replacement- Recommendation from Chief Palmer is we should wait until we can get solid bids as the new units haven't come out as yet. Bring back during Decembers meeting which gives us enough time for the new budget year. MSA quote for new units was \$ 6514.00.00. There is a need of 12 full units 6-8 masks.

-Emergency Reporting Program - Chief Palmer will be looking at this on Thursday night. Trying to organize a demo. Bring back discussion for Octobers board meeting. Chief Palmer will get pricing.

-Truck – Tabled until December meeting. Chief Palmer did provide 3 quotes for the Board. The Board would like to wait until the next budget year.

B. Zoning Administrator Wage - Motion made by James Cain to increase the Zoning administrators wage effective September 1, 2019. Mary Quinlan 2nd. Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. All ayes, motion carried.

C. John Hancock Retirement Plan- clarification on whether or not we are to make another payment after the last resolution to terminate the current retirement package. The consensus of the Board was that the resolution to terminate would indeed mean that we would not be depositing any more funds into the John Hancock retirement plan.

11. New Business

A. Assessing Class – State Tax Commission self-paced class on statistics. Part of the class is on line and there is an 8 hour in person

class. This part of the education Michele needs to become a level 3 assessor. Michele stated that if she does not pass the class initially, she will pay for a second attempt herself. Motion made by Mary Quinlan to spend \$250.00 for Michele to attend the class November 30th. James Cain 2nd. Roll Call: Mary Quinlan -yes, James Cain – yes, Lois Brennan – yes, Michele Graham- abstained. Motion carried.

B. Hall Refund – Motion made by James Cain to refund a \$25.00 overpayment to Doreen Yarrington for a hall rental. Mary Quinlan 2nd. Roll Call: James Cain – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. All aye, motion carried.

12. Brief Public Comment – none heard.

13. Announcements/Correspondence – none

14. Adjournment – Meeting adjourned at 7:10pm by Supervisor Michele Graham.