

Mecosta Township

19729 11 Mile Rd. Big Rapids, MI.

Regular Meeting

June 11, 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** – John Johnson, Mary Quinlan, James Cain, Michele Graham, Lois Brennan, all present.
4. **Approval of the Agenda** – Motion made by James Cain to accept agenda as presented, Lois Brennan 2nd. All aye, motion carried.
5. **Approval of Minutes** – motion made by John Johnson to accept Mays Minutes as presented, Mary Quinlan 2nd. All aye, motion carried.
6. **Treasurers Report** – Treasurers 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 \$36,165.37, James Cain 2nd. Roll Call Mary Quinlan – yes, James Cain – yes, John Johnson – 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, Mecosta County choose a new dispatcher, there were over 35 applicants, Megan Erickson was chosen. The Dragon committee has set up Q & A times regarding the new biking trail through Newaygo County and parts of Mecosta County, those times and dates are as follows: Brower Park June 29th at 9:00am and at Sandy Beach Park in Newaygo County at 1:00pm.

Also, there has been no more mentioned of a park millage by the Parks Commission, nor a road millage by the County Road Commission.

B. Assessors/Supervisors Report– Per Michele Graham, Assessing report: plugging along Michele is currently going into the field assessing properties and taking pictures. Supervisors report: Michele will be attending a presentation for the grant for the Dragon Trail in Battle Creek tomorrow, Tamara from the DNR will be here next week to go over the Passport grant Mecosta Township has put in for.

C. Clerk- Per Lois Brennan, annual audit was conducted this past week, over all everything looks great. The audit lasted 3.5 days. Had some trouble with the final part of the audit regarding the fire department. The buy out and consolidation of the accounts to one general fund made things a little difficult for the auditors, everyone is expecting a much easier time next year. It is recommended by the auditor that the Township Board develop procedures for the fire department regarding bill payment and receipting. Chief Palmer and Clerk Brennan have agreed to sit down and come up with a good system that is efficient for all involved and will bring that back to the Board. Overall, we are on track and the auditor was happy with the work we have done and continue to do. Our auditor was not at all concerned with anything during the audit. The auditor also gave accolades to how well the front offices are working together and gave permission to drop a monthly report system that was implemented some years ago, he deems them unnecessary now.

D. Cemetery – no new lot sales. We are receiving copies of bills/payment from Austin Township regarding the Stanwood Cemetery.

Over the winter it has been discovered that someone broke into the well house at Ladner Cemetery and there was some damage

done by pipes freezing. Deputy Supervisor, Mark Graham has already made necessary repairs. A new lock was purchased and installed to better secure the well house.

There was a transfer of lots purchased from one person to another to report.

E. Budget – Budget amendment needed to be able to accept and spend Grants awarded to the township. Motion by Mary Quinlan to make budget amendments to increase 101-708-502 (revenue account) and increase 101-708-970 (expenditure account) Parks and Recreation Department in the amount of \$2,000.00 each. James Cain 2nd. Roll Call: Mary Quinlan – yes, James Cain – yes, John Johnson – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

F. Planning Commission – Per James Cain, planning commissions meeting has been scheduled Tues. June 18th. With a special use hearing included.

10. Unfinished Business –

A. Fire Department – Per Chief Ron Palmer, there have only been 4 fire runs since the last meeting, however rescue calls have increased.

Hi-Viz coats are completed with patches. Dress blue uniforms will follow.

New state mandate requires safety vests for each seated position on the trucks. 11 vests were ordered and received.

Hose bed cover on Engine two was repaired with Velcro and snaps, repairs were made by the firemen themselves.

New turn out gear should be here within 5-6 weeks.

The Firemen worked together to make necessary repair to the driveway/parking lot of the fire station. Damage was done by a semi-truck driver turning around in the parking lot. Chief Palmer is

continuing to work on gathering quotes to have deteriorating parking lot and driveway repaired. All companies are very busy. Chief Palmer has secured one quote but is still trying to gather two more quotes. Suggestions made by the Board regarding companies to contact. Deadline has been set of July 3rd for quotes. Chief Palmer requested permission to send the trucking company responsible for damage of the parking lot a bill for materials used for temporary repairs made. Permission was granted.

Training room in the fire department is almost complete, Casair did complete installation of the internet and the fire department is online currently. Frontier Communication can now be canceled as service for the fire department.

Chief Palmer addressed the board regarding dissolving the Captain's position at the fire department in exchange of developing two Lieutenants positions. Captains pay (\$800.00 yearly) would be divided between the two positions with a \$100.00 increase to each. There are 3 possible candidates currently in house that could fill the positions. Motion made by James Cain to dissolve the Captains position for 2 Lieutenants positions to delegate duties for efficiency and training purposes and to allow Captain's pay to be split between the two Lieutenants with a \$100.00 increase each making their yearly pay \$500.00 each. Mary Quinlan 2nd. Roll Call: James Cain – yes, Mary Quinlan – yes, John Johnson – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

All training continues for the Department, everything is running smoothly, new upcoming mandates for medical supplies will cost approximate \$750.00 to be compliant. Chief Palmer will continue to inform the Board as those mandates take effect and are implemented.

B. Zoning Administrator – We are still searching for a Zoning Administrator; we have had a few applicants through our Facebook page and a few that have mailed in applications and resume's.

Michele, Mary and Lois will go through applicants for prospective candidates.

11. New Business

A. Mecosta Conservation District – Mecosta Conservation District has sent yearly contract renewal for hazardous waste collection in the County. Motion made by Mary Quinlan to renew contractual agreement for \$500.00. John Johnson 2nd. Roll Call: Mary Quinlan – yes, John Johnson – yes, James Cain – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried. Household hazardous waste pick up is scheduled for October 12, 2019. Refer to www.mecostacd.org for more details.

B. Hall Refund- Sandra Hanford has written a letter to the Board requesting to cancel her reservation of the hall in August and requesting she be refunded the deposit required to hold the hall for her. Motion made by James Cain to refund Sandra Hanford \$100.00 for paid deposit on hall rental. John Johnson 2nd. Roll Call: James Cain – yes, John Johnson – yes, Mary Quinlan – yes, Lois Brennan – yes, Michele Graham – yes. Motion carried.

C. Hall Window – One of the Township Hall windows has been broken, the outside pane of glass is broken the inside pane is intact, the window will need repair or replacement. Supervisor Michele Graham will contact window companies to have the window repaired.

12. Brief Public Comment – Tom O’Neil did want to mention that Big Rapids Township did opt out on allowing recreational marijuana within their jurisdiction currently.

13. Announcements/Correspondence – no new announcements.

14. Adjournment – Motion made by Lois Brennan to adjourn at 6:54pm, James Cain 2nd. All aye, motion carried. Meeting adjourned at 6:54pm.

Lois Brennan, Clerk Mecosta Township