

**ALMENA TOWNSHIP  
27625 CR 375  
PAW PAW, MI 49079**

**ALMENA TOWNSHIP BOARD  
MEETING MINUTES  
July 8, 2015**

The Almena Township Board met at the Township Hall. The meeting was called to order at 7:00 p.m. by Supervisor Van Tassel.

**Roll Call:** Sheri Manning, Deedra Rhoa, Jim Manning, Sandra Rickli, Mark Roman, Jerry Lentz, and Bill Van Tassel

**AGENDA APPROVAL:** Two additions were made to the agenda. Under New Business #5, report from the Prosecuting Attorney, Michael Bedford, of Van Buren County and #6, the results and discussion about the Paw Paw Fire Department meeting attended by Bill VanTassel and Jim Manning.

**MOTION:** **Motion** by Sheri Manning to approve the agenda as amended, **second** by Jerry Lentz. **Motion approved.**

**MEETING MINUTES APPROVAL – June 10, 2015**

Under the Treasurer’s Report, “assessing” needs to be added between “2016” and “database.” A period will be added after “reviewed” under the Supervisor’s Report. “Or” will be deleted in Cemetery Markers Signs section and a period will be added after “complete.” In New Business #5 suggested by Sheri Manning, “Deedra Rhoa requested the suggested language for both the table/approval and denial From Christopher Khorey for the Verizon special use permit” will be added after the last paragraph.

**MOTION:** **Motion** by Sandra Rickli to approve the meeting minutes of June 10, 2015 as amended, **second** by Deedra Rhoa. **Motion approved.**

**PRESENTATION/APPROVAL OF BILLS:**

The Clerk presented the monthly disbursements for the period of June 11<sup>th</sup> through July 8<sup>th</sup> in the amount of \$155,399.48, checks written and payroll of \$14,799.36, for a total of \$170,198.94.

**MOTION:** **Motion** by Sandra Rickli to approve bills in the amount of \$170,198.94 **second** by Bill Van Tassel, **Motion approved.**

**REPORTS:**

**Commissioner:** Dick Godfrey, Chair of the Van Buren County Board of Commissioners, was in attendance to present his monthly report.

**LIMITED PUBLIC COMMENT:**

**Marvin Flick** of 45444 32<sup>nd</sup> Street addressed the Board and asked the Board Members to reconsider their decision on the Verizon Special Use Permit for the tower.

## **REPORTS:**

**Clerk:** Sandra Rickli announced the onsite audit for the fiscal year ending March 31, 2015 was completed in only two days with three people on-site. The adjusting journal entries and trial balance were just received and need to be reviewed. The Van Buren County Annual Meeting, Summer Farm Day and Picnic, will be held July 22<sup>nd</sup> at 2 Paws Hops Farm. A new electrical meter will be installed at the township.

**Treasurer:** Sheri Manning reported that the quarterly state revenue sharing check of \$58,887 was received and is approximately \$7,000 less than last year. Summer property tax collection has been slow so far. Mercantile Bank fees will now be charged on dormant accounts effective August 1<sup>st</sup>. One account will need to be closed. The fireproof file cabinet purchase was discussed and other vendors will be researched.

**Supervisor:**

**Fire Board Report:** Bill Van Tassel and Jim Manning attended the special Fire Board meeting in Paw Paw regarding a needs assessment for possible upgrades and projected, possibly using grants. During the month of June, the PPFD turned out 4 times in Alma Township.

**Supervisor's Report:** Pallet One won the bid for the forestry contract and 2 of the 3 required bids have been received for the historical hall furnace; Bill will try to obtain 1 more.

**Planning Commission:** The Planning Commission meeting was rescheduled due to the holiday and, ultimately, cancelled for the month of July due to lack of business. The updated zoning ordinances are on the website and a link has been inserted to connect the user to all the ordinances.

**Parks and Recreation:** Christopher Khorey has wrapped up the parks and recreation survey and the results were very briefly discussed, this will continue at the August board meeting. As a result of the survey, approximately 20 people were interested in serving on the committee.

## **NEW BUSINESS**

1. **Record Card Policy:** A resolution was presented from Ben Brousseau that needs adoption by the board. **MOTION: Motion** by Mark Roman to approve the resolution as presented, **second** by Bill Van Tassel. **Motion approved.**
2. **Justin Staley Special Use Permit Refund:** The application for a special use permit and payment was received. Due to his property not being zoned commercial, no costs were incurred by the township; therefore, it is recommended he receive a full refund due to this not being an option via the special use permit path. **MOTION: Motion** by Jerry Lentz to approve the refund of \$335 to Justin Staley, **second** by Jim Manning. **Motion approved.**
3. **Kalamazoo County Household Waste Contract (Amended):** Increase in cost due, in part, to adding Saturday hours. Price on contract is good until December 31, 2015. Some board members feel there is no need to amend the current contract. **MOTION: Motion** by Sheri Manning to not accept amendments from KCHHW on the contract currently in place, **second** by Mark Roman. **Motion approved.**
4. **Alma Township Board March 2016 meeting change:** The consensus of the Board was to change the March 2016 meeting from the 8<sup>th</sup> to the 16<sup>th</sup> due to the primary election.
5. **Prosecuting Attorney for Van Buren County, Michael Bedford:** Mr. Bedford gave an informative report about the progress made by his team at the Prosecutor's office in the past couple years.
6. **Paw Paw Fire Department Meeting:** The supervisors in attendance all agreed to present to their Boards the question of looking into grants to improve the Firehouse or raise the millage. Alma Township's residents are mostly in the Mattawan Fire Department.

**Motion** by Mark Roman to suggest that Paw Paw Fire Department begin to look for grants for improvements, **second** by Deedra Rhoa. **Motion passed 7-0.**

**UNFINISHED BUSINESS:** None

**OPEN PUBLIC COMMENT:**

**Dave Diget of 31483 25<sup>th</sup> Street:** Mr. Diget commented on the Parks and Recreation Survey and felt it did not have the same good information on the survey as that of the survey that was sent out in 1998. Being one of the members of the first Parks and Recreation committee, he would like to remain on it; he still feels he is a good candidate for the committee.

*Dave Diget asked about the logging contract.* The logging contract bid is \$262,000 which in 1996 was \$104,000 which will be put into a special account.

**ADJOURNMENT:**

**MOTION:** **Motion** by Jim Manning to adjourn, **second** by Sandra Rickli. **Motion passed.** The meeting adjourned at 9:00 p.m.

Approval date: Unapproved

ALMENA TOWNSHIP

Lia Will, Deputy Clerk – Recording Secretary for Clerk, Sandra B. Rickli

CC: Township Board (7)  
Planning Commission (8)  
ZBA (5)  
Attorney David Lewis