

TOWNSHIP BOARD
MEETING MINUTES
MARCH 14, 2012

The Almena Township Board met at the Township Hall. The meeting was called to order at 7:00 p.m. The Pledge of Allegiance was led by Supervisor Stiles.

Roll call: Jim Rickli, Jim Manning, Jerry Lentz, Diane Triquet, Sandra Rickli, and Doug Stiles. Marv Flick was absent.

AGENDA APPROVAL:

MOTION: **Motion** by Doug Stiles to approve the agenda as presented, **second** by Diane Triquet. **Motion approved.**

REGULAR MEETING MINUTE APPROVAL:

MOTION: **Motion** by Doug Stiles to approve the regular meeting minutes of February 8, 2012 as presented, **second** by Jim Rickli. **Motion approved.**

CLOSED SESSION MEETING MINUTES APPROVAL:

MOTION: **Motion** by Sandra Rickli to approve the closed session meeting minutes of February 8, 2012, **second** by Diane Triquet. **Motion approved.**

PRESENTATION/APPROVAL OF BILLS:

Clerk Rickli presented the monthly disbursements for board approval.

MOTION: **Motion** by Sandra Rickli to approve bills in the amount of \$27,751.40, **second** by Doug Stiles. **Motion approved.**

CORRESPONDENCE AND ANNOUNCEMENTS:

The Clerk reported on the turnout of the February 28th Presidential Primary. There will be a special election on May 8, 2012 for school millage renewal for Gobles and Paw Paw schools. There will be an Introduction to Transportation Asset Management seminar being offered on April 26th from 9:00 AM-12:00 PM at the VisTaTech Center at Schoolcraft College in Livonia.

REPORTS:

Road Commission, Representative, Al Svilpe, was in attendance to give a report. The Commissioners approved their request to place a renewal millage on the August 7 ballot. The renewal is .9769 mills and is for four years. The budget for snow removal looks good. Also reported of their snowplowing policy on the weekends, only plowing if there is 4-8 inches. Jim Rickli publicly apologized for his misunderstanding of a tree that had been taken down.

Sheriff Department: Report was given which included 103 calls for service for February.

Commissioner: Dick Godfrey, in attendance, presented his report. He explained the weekend workers program for the jail, which is designed to have low risk offenders perform community service for governmental and local non-profit agencies in lieu of jail time. A public hearing was recently held to discuss the possibility of combining the offices of Registrar of Deeds and County Clerk; no decision was made.

LIMITED PUBLIC COMMENT: Jo Ann Morgan, CR 653, voiced complaints of her neighbor to the north in regards to high water table and water runoff. She distributed to the

board information of possible flooding, conditions of our water, Natural Resources and Department of Environmental Control. She is asking the board to take immediate action on this issue; to halt her neighbor's excavation, to seek an environmental study, to define the excavation and to notify the appropriate township committees such as the PC and ZBA.

Jim Manning will go take a look at the situation.

REPORTS:

Treasurer: Diane Triquet presented the following: The winter tax collection season ended February 29th and total collection amounts were reported. It was suggested that with the upcoming elections, the board consider a resolution to submit language to the residents in August (or November) a renewal for road and fire millage. The current renewal ends with the 2012 tax levy. It must be on the ballot at one of the elections this year, or a special election will have to be held. With the completion of this tax year, the township will proceed with Championship Construction Delinquent Personal Property Tax for the remaining year's that are still outstanding; that report will be given at the April board meeting. Paw Paw Fire Dept. will be purchasing a \$70,000 grass truck which is to be divided by 5 municipalities of which, Almena is one of the five. The auditors have been scheduled for our yearly audit, which will be May 23 – 24. It was also shared that a policy meeting will need to be scheduled for April for updates and to present to the board for consideration.

Diane shared that she will not be seeking re-election for the Treasurer position, which is open for a candidate to run for, in the November election, filing must be completed by May 15th. She will be happy to talk to anyone who may be interested.

Planning Commission: Mark Roman gave report for the absent, Marv Flick.

In regards to the published notice of Trustee vacancy, the Township has received one letter of interest from Mark Roman. The deadline for receiving letters of interest is Friday, March 16th. Bill Van Tassel shared that he would like to withdraw his interest in the soon to be vacant Trustee position; he puts his full support behind Mark Roman to pursue this and feels it would be a big advantage to the Township Board to have him as he is presently on the Planning Commission and comes to all of the Township Board meetings, he feels he is much better informed and prepared to step right in.

Supervisor: Doug reported that the spring clean-up will be Saturday, April 21 from 8:00 AM – 2:00 PM. The Board of Review will finish their work tomorrow evening at 9:00 PM. There will be a budget workshop meeting Monday, March 19th at 1:00 PM. The carpet in the office area has been stain marked by voter traffic at the February Presidential Primary. The stains appeared to be grease related, but after treating them they appear to be worse and the carpet has separated from the carpet padding and has created puckered carpet at the location of all the stains, Doug will obtain quotes for the stain cleaning and repair work.

NEW BUSINESS:

1. Approval of Historic Hall painting contract: Doug has obtained an estimate on the scraping and painting of the historic hall, which is \$2660.30, from College Pro painters. A resident in attendance urged checking into the new Federal law in regards to lead based paint and repainting on a building with potential lead based paint, new requirements. One new requirement, she shared, is that you must be certified to paint on buildings with lead based paint of which you are painting over. Doug will check into this.
2. Resolution establishing Fund Balance Policy as required by GASB54:
This question came about due to questions in regard to the cemetery money that had been earmarked from the sale of the previous town hall building on CR 653, which had been set up as Cemetery Miscellaneous Proceeds. The board would like to set up a fund in which the remaining amount left would be placed in this fund and an amount could be

budgeted for the cemetery each year for improvements; this resolution will authorize the board to set up the fund to avoid losing that money in the transfer to the fiscal year roll over. Without establishment of a fund that remaining earmarked money would be absorbed back in to the general fund. This Resolution will also allow other funds to be established if needed.

MOTION: **Motion** by Jim Rickli and **seconded** by Diane Triquet that the Almena Township Board adopt the Resolution of the Almena Township Board Establishing Fund Balance Policies as required by GASB54.

Roll call vote: Jim Rickli-yes, Jim Manning-yes, Jerry Lentz-yes, Diane Triquet-yes, Sandra Rickli-yes, and Diane Triquet-yes, Marv Flick-absent, **Motion passed.**

3. **Adopt the resolution for the Master Plan update as presented by the PC** – It was the consensus of the board to receive the changes as made by the Planning Commission.

UNFINISHED BUSINESS:

1. Road Report 2012 – Doug presented his report of the all the proposed road work for 2012 at a total of \$221,400.

MOTION: **Motion** by Doug Stiles to approve the proposed work for 2012 as presented with the details and totals, **second** by Jim Rickli. **Motion approved.**

2. **Meeting Date Schedule approval:** The meeting date schedule was approved as presented, with the exception of the November meeting, which has already been pushed back 1 week due to the November general election; the new chosen date for the November board meeting is now Tuesday, November 13th.

MOTION: **Motion** by Jerry Lentz to approve the amended Meeting Date schedule for the 2012-2013 Fiscal Year, **second** by Jim Manning, **Motion approved.**

3. **Reappointment on Cemetery Board (2):**

MOTION: **Motion** by Sandra Rickli to reappoint Dale Conolly and Sharon Lantz to the Cemetery Board for another 2 year term until February 2014, **second** by Jerry Lentz. **Motion approved.**

4. **Acceptance of Marv Flick resignation:**

MOTION by Doug Stiles to accept the resignation of Marv Flick effective April 11, 2012 at 10:00 PM, **second** by Jerry Lentz. **Motion approved.**

A follow up on re-appointments will need to be done in April for the ZBA alternates and on the Construction Board of Appeals for Mechanical and Plumbing.

5. **Almena Woods:** It was shared that we need to get additional bids for the logging of Almena Woods. Also that additional signs are needed for that property.

ADJOURNMENT:

MOTION: **Motion** by Jim Manning to adjourn the meeting, **second** by Sandra Rickli. **Motion approved.** The meeting adjourned at 8:27 PM.

ALMENA TOWNSHIP

Sandra B. Rickli
Almena Township Clerk

cc: Township Board (7)
Planning Commission (8)
ZBA (5)

Attorney Gary Stewart
Attorney Kelly Page
AGS