

ALMENA TOWNSHIP
27625 CR 375
PAW PAW MI 49079

TOWNSHIP BOARD
MEETING MINUTES
APRIL 11, 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: Marv Flick, Jim Rickli, Jim Manning, Doug Stiles, Jerry Lentz, Diane Triquet, and Sandra Rickli.

AGENDA APPROVAL:

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

REGULAR MEETING MINUTES APPROVAL:

MOTION: Motion by Doug Stiles to approve the regular meeting minutes of March 14, 2012 as presented, **second** by Diane Triquet. **Motion approved.**

BUDGET MEETING WORK SESSION/PUBLIC HEARING MINUTES APPROVAL:

MOTION: Motion by Doug Stiles to approve the budget meeting minutes of February 17, 2012, February 24, 2012, March 5, 2012, March 19, 2012, and the Public Hearing: March 30, 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 \$39,503.36, **second** by Jerry Lentz. **Motion approved.**

CORRESPONDENCE AND ANNOUNCEMENTS :

Clerk Rickli reminded Gobles and Paw Paw school district voters of the upcoming millage renewal election on Tuesday, May 8, 2012. Polls will be open from 7 AM – 8 PM. Mattawan school district voters do not have a ballot proposal to vote on at this election.

State Senator John Proos, was in attendance and addressed the audience, as he is seeking re-election this Fall.

Mike Bedford, former Van Buren County Assistant Prosecutor, also in attendance to address the public. He is running for the Van Buren County Prosecutor position this Fall.

REPORTS:

Commissioner, Dick Godfrey, presented his report, which highlighted that the attempt to combine the offices of the County Clerk and the Register of deeds failed as the motion by the commissioners needed 5 yes votes, the vote count was 4 yes votes to 3 no votes.

Sheriff Department: Report was given which included 88 calls for service for March. There were questions and much discussion in regards to dogs and the long response time by animal control.

LIMITED PUBLIC COMMENT: Lori Waldo, M-43 questioned the times that she has contacted animal control in regards to a loose dog while she is working in her own yard that has

attacked her more than once. The deputy will report this to Animal Control and he guaranteed that they will make a visit to her home in regards to the previous attacks and any future instances will be addressed in a much more timely manner.

Ron Marvin, CR 653, complained to the Sheriff's Department representative that he feels that the Sheriff's Department continues to not respond to complaints made by dogs, gun fire in the Almena Settlement District, etc...stating the reason that they are powerless to respond to these issues because Almena Township does not have an ordinance in place for them to respond. He urged the very necessary need of the officers to follow up on complaints made to dispatch. The Sheriff's Department will get back to Doug to address this. He urged the Township Board to possibly write a letter to the Sheriff's Department showing their concern for this subject and the need for this continuing issue to be addressed.

REPORTS:

Treasurer: Diane Triquet presented her report with the following information: Championship Construction delinquent personal property tax information has been forwarded to Attorney Kelly Page.

The Township Audit is scheduled for May 23-24.

Diane has spoken with someone from MSU Extension in regards to recycling in Van Buren County, of which, the program has changed and they have better ideas in the works for an improved recycling program; possibly a representative can address the board in regards to this.

Planning Commission: As reported by Marv Flick, the last Planning Commission meeting was the very short with the Election of Officers for the new fiscal year being the main item. All the positions remained the same as follows: Ron Marvin: Chair; Matt Moulds: Co-Chair; and Mark Roman - Secretary, all position on the Planning Commission.

Attorney Kelly Page: Attorney Page explained the potential of technology software for follow up for Sheriff versus Prosecutor, as to the outcome of situations voiced during meetings.

Mike Bedford shared that he feels that prosecutors need to attend more township meetings in all townships in order to follow up on some of the issues and communication between the Sheriff Department and Prosecutor to follow through on procedure. The Sheriff's Dept. and the Prosecutor need to both follow up on calls for service; i.e. ...what was the outcome?

Supervisor: Doug reported that the National Audubon Society is inquiring of holding their meeting at the township hall on May 7th, unfortunately there is an election on May 8th, which means, the meeting room will be set up that night in preparation for the election the next morning.

The carpet stains have been cleaned in the office by Modernistic.

EMC Insurance will be at the June meeting to make a presentation and to give a price quote.

RESOLUTION: That the request to transfer Dance Permit in conjunction with request to Transfer Ownership through merger of 2011 Club Licensed Business, located at 41861 M-40, Paw Paw MI 49073, Almena Township, Van Buren County, from Paw Paw Elks Lodge #2511 to Paw Paw-Allegan, Michigan Lodge No. 1621. be considered for approval.

MOTION: Motion by Jerry Lentz, second by Jim Rickli to approve the resolution, let it be that the application be recommended for issuance.

Roll call vote: Diane Triquet-yes, Jerry Lentz-yes, Marv Flick-yes, Jim Rickli-yes, Jim Manning-yes, Sandra Rickli-yes, and Doug Stiles-yes. **Motion approved** for recommendation of issuance.

NEW BUSINESS:

1. Approval of Historic Hall painting contract: We have received 2 additional bids for painting of the hall, besides the original from College Pro Painters; a quote from Grant Daly Painting, which does not include replacement of the boards, and a quote from Tim Rix. A subcommittee was then established to make the final decision.
2. Paul Shamblin, Code Enforcement Inc. (CEI): In attendance to present himself and his business to the board. He has been the code enforcement official for Lee Township for 16 years and Valley Township for 8 years, both in Allegan County. The board presented questions for him as well.
3. Resolution to submit ballot questions for fire and road renewal to Township Electors:
MOTION: Motion by Diane Triquet to approve the resolution to submit the ballot proposal 2012-1 – Road Millage Renewal to the Almena Township Electors, **second** by Marv Flick.
Roll call vote: Jerry Lentz-yes, Jim Manning-yes, Jim Rickli-yes, Marv Flick-yes, Diane Triquet-yes, Sandra Rickli-yes, Doug Stiles-yes. **Motion approved.**
MOTION: Motion by Diane Triquet to approve the resolution to submit the ballot proposal 2012-2 – Fire Millage Renewal to the Almena Township Electors, **second** by Marv Flick.
Roll call vote: Jerry Lentz-yes, Jim Manning-yes, Jim Rickli-yes, Marv Flick-yes, Diane Triquet-yes, Sandra Rickli-yes, and Doug Stiles-yes. **Motion approved.**
4. Renewal of expired committee members (ZBA and Construction Board of Appeals):
MOTION: Motion by Doug Stiles to re-appoint Ron Marvin to the Zoning Board of Appeals (3 yr. term), as well as alternates, Garret Kruiuzenga and Rich Wyrwa; and to re-appoint to the Construction Board of Appeals (2 yr. term) Ken Field for plumbing and Don Keegan for Mechanical, **second** by Jim Manning. **Motion approved.**
5. Appointment of MARK ROMAN as Trustee to the board:
MOTION: Motion by Jerry Lentz to appoint Mark Roman to the Township Board, to replace Marv Flick, Trustee, who has resigned, effective tonight, and will also be the Township Board liaison to the Planning Commission, **second** by Diane Triquet. **Motion passed.**
6. Fundraiser Dinner for Jenny Parish (May 12th): The Township Board members are, individually not on behalf of the township board, hosting a spaghetti fundraiser dinner for Jenny Parish, an Almena Township Secretary, that has been diagnosed with cancer, to help offset her treatment expenses, which will be held at the Almena Church (right next door to the township hall), on Saturday, May 12, 2012 from 4:30 p.m. - 6:30 p.m. The church is also helping with baked goods and manpower, which is very much appreciated! Checks can be written to Diane Triquet.
7. Mark Kruiuzenga, position on the Planning Commission: The Planning Commission vacancy left by Marv Flick this evening has been accepted by Mark Kruiuzenga.
MOTION: Motion by Doug Stiles to appoint Mark Kruiuzenga to the Planning Commission for a 3 year term, **second** by Jim Manning. **Motion approved.**

UNFINISHED BUSINESS:

1. Policy update: Proposed updates have been distributed to the Township Board for consideration.
MOTION: Motion by Marv Flick to approve the proposed changes to the Almena Township Procedures Manual and Administrative/Employee Policy as recommended for implementation, **second** by Jim Manning. **Motion approved.**
2. Discussion of web site: Diane presented the proposal from revise LLC out of Troy Michigan, of a website re-design for Almena Township's website. The grand total is

\$2,132 (which includes a \$700 discount for being Michigan Township Association Members), with a \$600 annual fee.

MOTION: Motion by Jerry Lentz that we accept the proposal from Revize Software, and change our website/hosting service to Revize Software Systems, **second** by Doug Stiles. **Motion approved.**

3. **Clean- up day is Saturday, April 21st from 8:00 AM – 2:00 PM**

OPEN PUBLIC COMMENT was offered.

ADJOURNMENT:

MOTION: Motion by Jerry Lentz to adjourn the meeting, **second** by Jim Manning. **Motion approved.** The meeting adjourned at 9:10 P.M.

ALMENA TOWNSHIP

Sandra B. Rickli
Almena Township Clerk

cc: Township Board (7)
Planning Commission (8)
ZBA (5)
Attorney Kelly Page
Attorney Gary Stewart
AGS